

Snowy Range Volunteer Ski Patrol

Orientation Documents

Second Edition, January 22, 2010

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Beginning of the Day

1. **Parking:** Patrollers are asked to park in the employee parking area located at the end of the cat-track, immediately northwest of the main parking lot.
2. **Sign-on Time:** All patrollers should arrive at the area, deposit gear at the Patrol Building, park their vehicle, and sign onto the duty crew log no later than 8:15 am. The morning (AM) patrol meeting begins at 8:15 am and IS NOT OPTIONAL (for example, it's not appropriate to "attend the meeting" while parking your car). All patrollers should be dressed in uniform and mountain gear (boots, etc.), ready to deploy on the hill by 8:30 am.
 - a. If you arrive late, several consequences may occur. This is not an exhaustive list, and the consequence is at the discretion of the Hill Chief, no appeals heard:
 - i. You may be ineligible for passes distributed at the end of the patrol day.
 - ii. You may be required to complete tower pad adjustments for a significant portion of the morning hill opening.
 - iii. You may have little or no flexibility in duty assignment for the day.
 - b. Failure to show up for an assigned duty day is a serious dereliction of duty and violates the trust placed in you. This action may lead to dismissal from the patrol.
 - c. If you know in advance that you will not be able to show up for an assigned duty day...
 - i. It is your responsibility to find a substitute of equal or higher training level (e.g. Auxiliary may be substituted for by an Auxiliary or Basic, but a Basic must find a Basic sub).
 - ii. You must contact your Hill Chief to alert them to your expected absence as well as the identity of your sub.
 - d. If you must miss a duty day because of an emergency discovered on the morning of your assigned duty (e.g., illness, car problems, or worse), then please proceed as follows:
 - i. Call the ski area (307-745-5750) between 8:15 am and 8:45 am, ask to be transferred to the Hill Chief for the weekend Ski Patrol (Patrol Room, extension is 206 if you need to dial it directly).
 - ii. Explain your case and beg for mercy. You're much more likely to receive it if you contact the Hill Chief, failing to do so is really bad. Just leaving a message with the Ski Area telephone operator is not suggested.
3. **Radios:** As a part of the sign-on record, you will be required to select a handheld radio for your use during the day, and the ID number on this unit must be recorded on the duty crew log.
4. **Stowing Personal Gear:** please be respectful of the limited space available to all patrollers.
 - a. Skis, poles and snowboards should be carried inside no further than the garage to ensure the safety of fellow patrollers and the "health" of the interior walls, floor and associated features of the building. In particular, there should be no hardware in the waiting room, patrol room or treatment rooms.
 - b. Duffle bags, lunch coolers, backpacks and shoes/boots can be stowed either in the garage lockers or patrol room. Again, please respect the limited space available.

5. **Family and Friends:** family and friends of patrollers are welcome in the waiting room, however please recognize that this is a tight space and may need to be vacated should a significant number of patients with family and friends require a waiting area. Family and friends may be admitted to the patrol room on a limited basis, however priority is given to patrollers, particularly at busy times such as early morning, lunch rotations, and after sweep. Family and friends are not permitted in the patrol room during AM and PM patrol meetings.
 - a. **Family and friends** of patrollers are not permitted access to the radio room or patient care rooms, as this may significantly compromise the confidentiality and privacy of patients. If family or friends have stowed gear in the garage, please direct them to access it via the outside doors, not through the treatment room. NOTE: none patroller access to the garage area is a potential security risk and should be carefully monitored.

Who's Who on the Volunteer Patrol

1. **Hill Chief (NP 100):** This experienced patroller is in charge of all volunteer activities during the patrol day; what they say is the law.
 - a. The Hill Chief typically conducts a brief **MANDATORY morning (AM) meeting** to alert patrollers to events or conditions which are specific to the current day's planning (for example, expected closures due to snow conditions or events such as races).
 - i. **NOTE: Attendance at the AM meeting is not optional!**
 - b. The Hill Chief makes the duty assignments to distribute on-hill patrollers across the active areas of the slopes (this typically involves the morning assignment to the New/Back/Sundance side versus the Old/Front/Chute side of the hill).
 - c. The Hill Chief is our official liaison to area management during the patrol day. This person may, at their discretion, carry both a volunteer VHF radio as well as an area management UHF radio in order to be in direct communication with both entities.
 - d. The Hill Chief typically conducts a brief **MANDATORY evening (PM) meeting**, following conclusion of sweep, to review important events of the day. The patrol day is not complete until the Hill Chief dismisses the patrol.
 - i. **NOTE: Attendance at the PM meeting is not optional!**
 - e. In the event of an off-area rescue request-for-assistance, the Hill Chief confers with area management to identify volunteer patrol resources which can be re-directed, if possible, to the off-area task. A patroller who is fulfilling duty crew obligations at the area must obtain the permission of the Hill Chief in order to participate in off-area events. This process helps to ensure that the hill will remain adequately staffed.
2. **Assistant Hill Chief:** This experienced patroller assists the Hill Chief as directed (typically, the Assistant Hill Chief will have responsibility for one side of the "hill" while the Hill Chief oversees the other side).
 - a. The Assistant Hill Chief typically coordinates lunchtime rotation across the hill in order to ensure adequate coverage of the slopes while calories and fluids are replaced.
3. **Aid Room Assistant:** This experienced patroller manages the assignments of auxiliary patrollers and coverage of the Aid Room, ensuring that adequate coverage of the patrol building is provided throughout the patrol day and assigning maintenance tasks associated with the up-keep of the facility.
 - a. The Aid Room Assistant is the duty day Orientation Officer, and their word is final on disputed protocols.
 - b. The Aid Room Assistant may, at their discretion, participate in on-slope patrol activities as well, during significant portions of the patrol day.

4. **Basic Patrollers:** These patrollers must have successfully completed the ski and toboggan training and have been certified by the Snowy Range Ski Patrol to operate in the horns of a toboggan on the slopes.
 - a. The primary responsibility of Basic Patrollers is to ski unloaded toboggans to accident sites, then to convey patients via toboggan to the aid room.
 - b. Basic Patrollers will, in the course of their on-slope travels, provide direct patient care on the hill. If resources allow, they may continue through to provide care in the Aid Room as well.
 - c. Basic Patrollers coordinate their ski activities in order to ensure the quickest response to toboggan and equipment needs on-the-hill. This is generally achieved by trying to have at least one Basic Patroller located at each of the primary lift tops (typically 3A and 4A) at all times. This continuous replacement process at the top of the lift is referred to as “bumping” or “yoyo-ing.”
 - i. NOTE: As in all schemes, exceptions abound. If you are the only Basic Patroller at the top of a lift and a call is made to your position to bring a toboggan and associated equipment to an accident site, your priority is to respond to the accident immediately. We have many ways of getting another Basic Patroller into the “bump” location while you are providing critical emergency response.
5. **Auxiliary Patrollers:** These patrollers do not operate toboggans on the slopes.
 - a. The primary responsibility of Auxiliary Patrollers is to provide patient care both on the slope as well as in the Aid Room.
 - b. Auxiliary Patrollers typically sign up for one to two hours of Aid Room duty during each patrol day.
 - i. During the Aid Room time, Auxiliary Patrollers are responsible for monitoring the volunteer VHF radio for pertinent traffic as well as the area management UHF radio. A common task during this time is to relay reports of potential accidents from management to the closest volunteer patroller(s) on-the-slope.
 - ii. The Aid Room staff also provides the point of contact for ordering ambulances and helicopters through Albany County EMS and Law Enforcement Dispatch.
 - c. Most Auxiliary Patrollers also ski/slide on the slopes for a significant portion of the day.
 - i. When resources demand, the Hill Chief or Assistant Hill Chief may insist that on-slope Auxiliary Patrollers will also “bump” or “yoyo” at the primary lift-top positions. In this event, it is common for the Auxiliary Patroller to be sent first to the location of a suspected accident in order to make the first evaluation for toboggan, equipment and additional patroller needs.
 - d. Auxiliary Patrollers should only operate toboggans under the auspices of ski and toboggan training, that is, under the direct supervision of a ski and toboggan instructor. At no time should an Auxiliary Patroller be in on-slope control of a toboggan carrying an actual patient.
6. **Substitution Rules:** if you’re an Auxiliary, you can’t substitute for a Basic

Who's Who on Area Management

1. **It's a Team Effort:** The Snowy Range Ski Area (SRSA) operation is a team effort, with a cursory division of responsibilities identified between "volunteer ski patrol" and "area management."
 - a. Area management consists of functionalities that provide all operations of the ski area, including lift operations, snowmaking, ticket office, rentals, ski school and the cafeteria.
 - b. These functionalities include ski patrol.
 - i. In specific, there is a professional, paid ski patrol director (Neil Mathison, 211) who is in charge of weekday patrol activities and is the operating liaison between area management and the volunteer patrol (we do week-end patrolling).
 - ii. It's important to note that the volunteer patrol operates at the request of area management: If they don't want us to patrol, they won't ask us to, and they'll probably insist that we leave. Tossing aside any thought of contention, here's what and who we need to know about in terms of area management.
2. **Names, Numbers, and Functions:** if you listen to the area management UHF radios even briefly, you'll begin to understand that call-numbers identify the principle people and functionalities within area management.
 - a. **300 Base (Ticket Office):** a base-station UHF radio sits in the Ticket Office and should be staffed/monitored throughout the day by management. If you need someone in management but you don't know who to ask, here's a starting point.
 - b. **303 (Jerry Thuente):** "Big-Jerry" is in charge of all SRSA operations. He knows all of the details, from how many rental reservations have been received for today to how to get a cantankerous lift back up and operating again. He has built most of the physical structure you see and appreciate during the day. When he asks you to jump, you ask, "How high?"
 - c. **302 (Bob Volin):** Bob is responsible for hill operations, and we request his assistance by snow machine frequently for courtesy rides and for towing toboggans (both those loaded with patients and empty). Bob is a retired Albany County Sheriff's Deputy, and is still a reserve Deputy. Therefore he can be called upon to use his extensive Law Enforcement training and skills when necessary. Bob is an EMT-B and is OEC certified, and as a result is a very competent and experienced caregiver.
 - d. **315 (Caleb):** Caleb is responsible for lift operations, so you'll often see him moving lift operators around the mountain to start the day as well as to provide rotation and relief. If 302 (Bob) is unavailable for tow-outs or courtesy rides, Caleb may well be on the machine that provides the help.
 - e. **307 (Geno):** Gene (or Geno) keeps the mechanical systems of the ski area functioning. If you need a tool or implement to complete a task, don't go far, just call for 307's assistance. Note that the SRSA itself owns very few tools, most are the personal property of 303, 307 or 211. "Borrowing with permission" implies that you asked before

you grabbed it, and you return it in a timely fashion. Geno is rightfully protective of his stuff. In a pinch, Geno does tow-outs.

- f. **500 (Bobby):** Bobby is the business manager at SRSA. When we run low on supplies (includes paper towels, etc.), Bobby is the guy we need to track down. If a patron is having issues with season passes or multi-day passes, get Bobby in the loop.
- g. **601 (Mike):** Mike operates the Ski School. We will occasionally interact with Ski School instructors as accidents occur with lesson participants. Mike will appreciate our help in ensuring that all of the paperwork is completed (the Ski School has their own paperwork to file).
- h. **Rentals (Brad):** Many of our patients are skiing or boarding on rental gear obtained from the area Rental Shop. We are often called upon to return the gear to the shop, and it is essential that we provide the full name of the patient associated with the gear. This ensures proper check-in as well as evaluation of the performance of the safety elements of the gear. Also, if a patron requests your assistance in the repair of their sliding equipment, defer to the Rental Shop and Brad's trained staff (**DO NOT ATTEMPT TO REPAIR A PATRONS GEAR; DO REQUEST A COURTESY RIDE TO THE RENTAL SHOP**).
- i. **Lift Operators:** You'll meet a lot of folks who are in charge of the loading and unloading ends of the lift. They have very critical functions which are key to ensuring the safety of everyone's transportation on the lift. You will often need to work together with these folks in order to coordinate movement around the lift (for example, with the occasional bull-wheel rider).
- j. **211 (Neil Mathison):** Neil is the professional ski patrol director at Snowy Range. We won't typically see him in a ski patroller role during the weekends, as his "real" job (deputy for Albany County Sheriff's Office) keeps him pretty busy on Saturday and Sunday. When he is around on the weekends, it's typically associated with search and rescue efforts.

Base Area Locations

1. **What Do We Need to Know About the Base Area?:** While it may be obvious that careful attention to location on-the-hill is essential for ski patrol operations, we also need to know the lay of the land (and buildings) at the base. This introduction is brief, but it tries to hit the high points (and please refer to the accompanying map image).
 - a. **Patrol Building:** pretty self-explanatory, but more on it later (for example, where's the furnace and the washer/dryer???).
 - i. **Note:** the western half of the upstairs of this building is a private residence, and we share the washer/dryer with this apartment.
 - b. **Main Parking Lot:** we'll also call it the "mud slide" and the "skating rink" at appropriate times of the year. You may find yourself responding to accidents here, believe it or not.
 - i. **Note:** if the incident you respond to is an MVA (motor vehicle accident), then the Albany County Sheriff's Office should be contacted in order to complete an investigation. Call Management!
 - c. **Patroller / Employee Parking:** during the weekends, please park your vehicle(s) in the small lot above the main parking lot. This helps put smiles on patrons' faces. And the trip between parking and the Patrol Building is a quick jaunt down the snowcat trail. You can drive down into the main lot and adjacent to the Patrol Building to briefly unload or load, but please move to the upper lot for day parking.
 - d. **Base Area Toboggan:** on the snowcat trail above the Patrol Building and toward the ski slopes, a Base Area Trauma Toboggan is stored against an electrical disconnect box. You may find yourself responding to an accident at the base with this toboggan in tow. At the least, you should ensure that this toboggan is checked daily for contents.
 - e. **Ski School (ground floor) and Management Offices (second floor) / Ol' Rental Bldg:** some of us just can't stop calling this beast "the rental building," even though rentals have been over in the main lodge for several years now. Someone on the area management radio may request your assistance there.
 - f. **The Main Lodge:** also includes a gift shop (hats, gloves, OTC meds)...
 - i. **Rentals (ground floor on east end):** you'll be returning patron gear here, remember to take along the full name of the patient associated with the gear.
 - ii. **Ticket Office (ground floor, window access to outside and inside):** any hassles with tickets, send the patrons here (we can't do anything to suggest or promise a refund, for example).
 - iii. **Kitchen (second floor, end closest to the main parking lot):** this is a prime location for an "industrial accident" thanks to the sources of heat and the sharp implements available. Immediately below the kitchen, on the ground floor, are the main mechanical and heating/ventilation equipment for the lodge.

- iv. **Elevator:** yes, there is an elevator in the lodge, investigate at your first opportunity, it might come in handy (and might be hidden in what otherwise looks like a closet).
- v. **Cafeteria (second floor, bulk of the floor):** we'll let you imagine how someone might get injured while eating, but the obvious applications of this location knowledge include your own dietary appeasement and occasionally you'll assist in moving a patient to this location (they'll hang out while friends slide around).
- g. **The Shop:** you'll rarely need to know this, but at least you'll know where 307 (Geno) is probably hanging out when you need that wrench or hammer or saw.



Snowy Range Ski Area Radios

1. **Two Major Varieties:** There are two principle varieties of professional radios operating under FCC license at the Snowy Range Ski Area:
 - a. **Volunteer Ski Patrol VHF Radios**
 - i. FCC Call Sign **KNGC491** (license valid through March 16, 2013, issued to the NATIONAL SKI PATROL SYSTEM INC). (*Kill No Green Cows April 1991.....*)
 - ii. For use by the volunteer patrol during weekend patrol-day activities.
 - iii. Frequencies licensed are a part of the FCC “Public Safety Pool” (restricted to EMS, Fire, Law Enforcement and Search & Rescue).
 1. Channel 1: 155.295 MHz
 2. Channel 2: 155.160 MHz
 3. Aux. Frequency: 155.340 MHz (available on some radios)
 - b. **Area Management and Pro Patrol UHF Radios**
 - i. FCC Call Sign **WQJU794** (license valid through January 7, 2019, issued to the SNOWY RANGE MANAGEMENT LLC DBA SNOWY RANGE SKI AREA).
 - ii. For daily use of the management operations of the ski and recreation area (hill management, lift operators, ski school, rental and ticket office) and the professional ski patrol during the week-days.
 - iii. Frequencies licensed are a part of the FCC “Industrial Business Pool.”
 1. Channel 1: 461.700 MHz
 2. Channel 2: 466.700 TX / 461.700 RX (for future repeater use).
 3. Beware, some of the radio programming is the reverse in Channel number of that shown here.
2. **Principles of Check-Out, Carrying, and Check-In for Volunteer Patrol Activities**
 - a. As available, each weekend volunteer patroller should check-out a VHF radio (stored in the cabinets of the Radio Room) at the beginning of the patrol day. The radio number should be noted on the daily sign-in patrol log.
 - i. At the beginning of each weekend patrol day, the Hill Chief or designee should make the following announcement on the air, to establish station identification: **“KNGC491, Snowy Range Ski Patrol, signing on at _____ am.”** (insert time)
 - b. Use of a radio harness or integrated vest/jacket radio holder is strongly advised. For cold conditions, radio reliability and battery life can be increased by covering the body of the radio under at least one clothing layer.
 - i. The radios are an expensive and essential tool for operation of the patrol. Every attempt should be made to protect the radios from physical damage through immersion or saturation in water, dropping, tugging or yanking on antennae or microphones, and any other obvious abuse.

- ii. If you choose to carry the radio in a plain pocket, please ensure that it is tightly contained and will not drop out during typical patroller activities (packing toboggans, caring for patients, taking a header on a swell powder run, etc.).
- c. At the end of the patrol day, each volunteer patroller should check-in their VHF radio by confirming check-in on the daily patrol log, then ensuring that the radio is turned off, dried off, and replaced correctly in its recharging base within the radio cabinets (the charger should clearly indicate, by LED, that the radio battery is being charged).
 - i. At the end of each weekend patrol day, the Hill Chief or designee should make the following announcement on the air, to conclude station activities:
 “KNGC491, Snowy Range Ski Patrol, signing off at _____pm.” (insert time)

3. Principles of Use of the VHF Radios for Volunteer Patrol Activities

a. Turning On, Adjusting Squelch, Setting the Channel

- i. The volunteer radio bank consists of a mix of radio models from Motorola and Uniden. Many of the current radios have an automatic squelch setting, however others require manual squelch adjustment. If you turn the radio on (by either push-button or volume on/off dial, dependent on the radio model), it may squawk without relief (this would indicate either (1) you need to find the squelch knob and adjust it appropriately, or (2) you need to seek help with this particular radio, turn it off and ask).
- ii. Routine communication of the volunteer patrol is conducted on Channel 1. Adjust the channel knob, switch or button appropriately.

b. How Do You Conduct Your Radio Call?

- i. The template pattern for initiating a call on the volunteer radios is as follows:
 1. Pause to Insure that the Channel is Quiet Before Making Your Call.
 2. Identify the Party You are Calling.
 3. Identify Yourself and Possibly Your Location.
 4. Pause and wait for a reply.

a. As an example, if you are preparing to deliver an equipment inventory report from the top of the Chute Lift:
 “Aid Room, this is Jerry at 3A.”
 With any luck, you’ll receive the following response...
 “Go ahead Jerry, this is the Aid Room.”

- ii. Hints for timing the PTT (pushing the “Push-To-Talk” button) and speaking into the microphone.
 1. Hold the microphone approximately one inch from your mouth.
 2. Press the PTT button.
 3. Inhale (this will make you pause briefly, it’s tough to talk when you’re inhaling, and this gives the radio a chance to start broadcasting without clipping your spoken message).
 4. Begin speaking.
 5. Finish speaking, inhale, then release the PTT.

- iii. Who are some of the “folks” we commonly call?
 1. **NP 100** : generic ID for the Hill Chief.
 2. **Aid Room**: whoever is currently monitoring the radio in the aid room.
 3. **3A**: whoever is currently bumping at the top of the Chute Lift (expand this to 2A and 4A, as appropriate).
 4. **Patroller Under the Virginian Lift**: if you see a red coat with white cross on the slope in an area that you wish to have a patroller respond to (you might be on the lift and have witnessed an accident, etc.)
- iv. How do you conclude a radio conversation?
 1. Sign off by saying, for example, “This is Jerry, clear.” Doing so is a clue to anyone else who wants to use that channel that it’s now free.
- v. How to butt into the radio traffic if you have an urgent need for communicating?
 1. At any brief pause in the radio traffic, push PTT and announce...
“Break, Break. Calling _____, this is _____, emergency traffic.”
- vi. The PTT button does NOT stand for “Push-To-Think.”
 1. Think before you talk! Gather data, prepare your message, then call!
- vii. Confirm that you’ve received a call directed to you, don’t leave the caller hanging (you’re not speaking face-to-face, we can’t hear you nodding)!
 1. “Jerry, this is NP 100, head on in for lunch rotation.”
 2. “This is Jerry, I’m headed in, thank you.”
- viii. How do you transmit sensitive information across the radio?
 1. Rule Number One: Assume that whatever you say in your call will become public knowledge, there’s truly nothing secure about our radios, anyone with a scanner can (and does) listen in. As a result, if you don’t really need to say it over the radio, don’t.
 - a. Restrict transmission of identifying information for patrons (exceptions exist, we might need to communicate the name of a friend or parent to other patrollers in order to find them on the hill, heck we might post their name on a sign board at the top of each lift).
 - b. In general, the radios are for concise operations communication, don’t abuse the radio wave with general banter that’s more suited to a face-to-face exchange.
 - c. The language you use must be clean and concise (the “cleanliness” is not just a good habit, it’s the law, no swearing please).
 2. Rule Number Two: To a restrict listening by patrons near another patroller, first ask all patrollers to “Guard their radio traffic, prepare for a sensitive broadcast.” Each patroller should then reduce the volume on their radio and make an honest attempt to distance themselves from the general “listening” public.

3. Rule Number Three: Channel 2 of the volunteer radios is customarily set aside for one-to-one communication, typically from the Hill Chief to another patroller.
 - a. If you hear the Hill Chief request another patroller move to Channel 2 to conduct a conversation, be wise, don't eavesdrop!
 - b. If you are involved in a Channel 2 discussion, be sure to move back to Channel 1 when you're done (someone else might be trying to get your attention).
- c. **But My Radio Doesn't Appear to Transmit or Receive!**
 - i. Check the volume knob, you can't receive what you can't hear.
 - ii. Don't expect to be heard on transmit from every location of the hill and from every body orientation (yes, your body and noisy electronic machinery and electric heaters and motors can affect radio transmission and reception).
 1. It is not uncommon for patrollers to relay radio traffic through the hilltop locations on the slopes. A classic example is ...
 - a. Communication between areas near 4B and the Aid Room often require a relay through the patroller(s) at 4A.
 - iii. If you've made several attempts to rectify the situation and you've concluded that there's something amiss with the radio, report this to the Hill Chief who will mark the radio and report it to the person in charge of radio maintenance. Check a different radio out from the bank, enter the new radio number on the sign-in log, and get back to patrolling!
4. **Principles of Use of the UHF Radios for Volunteer Patrol Activities**
 - a. **Why Do We Need to Know These "Area Management" Radios?**
 - i. The area management UHF radios provide the radio link between volunteer patrol activities and management.
 1. When you need management, you need to call on the UHF radios.
 2. The lift operators are using the UHF radios, they might need to contact the volunteer patrol to report an accident.
 3. When the volunteers need to request a snow machine for a courtesy ride for a patron or a tow-out for a toboggan, the UHF radios provide that connection.
 - ii. The volunteer patroller(s) who is(are) overseeing the Aid Room is(are) responsible for monitoring the area management radios for incoming management communication to the patrol and for relaying messages from volunteer patrollers to management. Don't ignore the management radio.
 - b. **Turning On, Adjusting Squelch, Setting the Channel, Monitoring the Radio**
 - i. The management UHF radio bank consists of a small set of Motorola "bricks" which occupy the chargers on the back of the desk in the Radio Room.
 - ii. All of these "bricks" have a manual squelch adjustment knob, you'll need to tweak it in order to have noise-free reception with adequate sensitivity

- iii. Follow the instructions written on the radio for setting the channel (typically Channel 1, but you'll occasionally find a "set to Channel 2" radio.
- iv. If you're the person responsible for monitoring the area management radio in the Aid Room, it is strongly recommended that you use a chest harness or waist belt with radio holder to secure the management radio to your body (ignoring or missing a call from area management to the volunteer patrol is a serious no-no).

c. **How Do You Conduct Your Radio Call?**

- i. The template pattern for initiating a call on the area radios is as follows:
 - 1. Pause to Insure that the Channel is Quiet Before Making Your Call.
 - 2. Identify Yourself and Possibly Your Location.
 - 3. Identify the Party You are Calling.
 - 4. Pause and wait for a reply.

a. As an example, if you are calling Bob Volin to request a snow machine courtesy ride from the top of the Sundance lift:
"Aid Room to 302."
With any luck, you'll receive the following response...
"This is 302, I already copied and am in route to 4A."

- ii. **Yes, if you are paying attention, the order of caller/called is reversed between the volunteer radios and the area management radios, live with it, you'll get used to it.**
- iii. **Yes, the area management people are agreeable folks and fun to work with, we're all partners in this game.**

Aid Room Equipment and Use

Equipment check should be accomplished every morning, first thing. This is done by the Aid Room Assistant or by individuals assigned by the Aid Room Asst. A check list will be completed, signed, and filed each weekend duty day to ensure all equipment has been checked.

Oxygen:

Locate and check portable oxygen tanks in the aid room:

1. Check regulator
2. Ensure O-ring is in place
3. Locate extra O-rings
4. Check oxygen each morning to determine PSI per tank
5. Document the amount in tank
 - a. Date
 - b. Amount in tank
 - c. Sign your name

Locate main oxygen tank in trauma room

1. Determine oxygen level in tank
2. Document the amount in tank
 - a. Date
 - b. Amount in tank
 - c. Sign your name

Determine locations of airway equipment

1. Oral-pharyngeal airways
2. Nasopharyngeal airways
3. Suction equipment
 - a. Suction catheters (tonsil tip)
 - b. Suction tubing
 - c. Mechanical suction unit
 - d. Manual suction equipment
4. Adult/pediatric Nasal cannulas
5. Adult/pediatric non-rebreather masks

AED:

Locate the AED

Check the battery life of the AED

Check the pads

Check for;

- a. Razor
- b. Pocket mask
- c. Alcohol preps

Dressings and Bandages:

Located in both the treatment room and trauma room

Tape:

1" tape most prevalent and found in both the treatment room and trauma room

Cardboard Splints:

1. Location
2. Assembling
3. Placing on patient
4. Bubble wrap for padding
5. Taping splint in place

Extra toboggan splints/blanket/pillows can be at a premium. They tend to disappear as the season progresses.

We ask the ambulance EMTs for replacement c-collars and oxygen masks to maintain our supply. They are very good at accommodating us.

Patrol Room:

For patrollers personal use

Equipment should be stored against the wall during the day out of the way of foot traffic

Patrollers are welcome to bring hot lunch to be heated up in microwave

Coffee is available to be made

The cupboard is filled with snacks and patrollers are welcome to consume all the snacks they want.

We ask that you donate to the snack fund. It is strictly an honor system. If you graze, then donate to help pay for snacks and drinks

It's up to all patrollers to help keep the aid room clean and to clean up after themselves.

Patient Care area (treatment room and trauma room):

Under no circumstances do family and friends go back into the patient care area, unless they become a patient.

Patient care, no matter how trivial must never be discussed while a family member or friend is in the patrol room.

Food is never allowed in the patient care area. Patrollers are welcome to keep their lunch in the garage area to refrigerate their lunch and can retrieve their lunch by going through the patient care area, however no eating in the patient care area.

There have been some rare occasions of patients having a snack. Especially diabetic patients who need to eat. That is part of patient care and acceptable. They should, however, be somewhat separate from other patients when having their snack.

Trauma room use:

Any patient who will need oxygen

Any trauma that will require an ambulance

Used for patients when clothing needs to be removed to ensure modesty

When privacy becomes crucial in any patient situation

Regular Patient care area:

Most patients are transported to this location.

Curtains help to protect privacy, but it is not guaranteed.

Blank patient care reports, maps to the hospital, along with various other forms to be completed are located in the regular patient care area.

Confidentiality is of the utmost importance. Treating patients in an area where there may be multiple people injured and being cared for creates difficulty in providing confidentiality. Patients will want to know how the person next to them is doing, what happened, etc. It is important to kindly let them know that it is not appropriate to discuss other patient issues with them. Most people are very understanding.

Keep patient documentation with you. Don't lay it down where people can read it. Place it in the radio room or face down on the counter where someone cannot step over and read the report if you do need to put the clipboard down.

Paperwork and Forms

There are numerous forms to cover most situations that we encounter during a Ski Patrol day. The purposes of the forms include efficient communication with Area insurance companies, the ER, management, and recording actions and observations related to accidents. If the situation is unusual, however, or you feel you need to record additional details, then write a statement, signed and dated on blank paper, and/or make notes in your notebook. If you are ever unsure which forms are necessary, consult with your Hill Chief, Asst. Hill Chief, Aid Room Asst. or Management.

Most printed forms are stockpiled in the Aid Room and stored there after they have been filled out. Make sure your Orientation Officer briefs you on these.

Patient care forms (may not be a complete list):

1. Refusal of Treatment Form. Make sure that you have a few of these in your coat or radio harness in case you encounter a situation where your offer to help is refused (assuming consent and the ability for the patient to make such a choice is not impaired). Having the patient or adult guardian sign this is legally essential, but it also emphasizes to them how serious you consider the situation and that you strongly believe that they need medical attention. Note: you should contact the Hill Chief as soon as a situation develops the potential for Refusal of Treatment. Management and Law Enforcement may be required to participate as well.
2. Aid Room patient care record (in treatment rooms, on clipboards). Used to record details of patient, conditions of accident, and our treatment. This is for the Area insurance company primarily but also used by Area management, the US Forest Service and SRSP. The patient does not get a copy. **Fill the form out completely, crossing out spaces that are not appropriate, and sign it.** THE ONLY BOX ON THIS FORM WHICH SHOULD NOT BE FILLED OUT IS THE REPORT NUMBER, UPPER RIGHTHAND CORNER (Neil deals with sequencing the forms for the entire season). Protect the information from all other patients, visitors, etc., by keeping it with you or turning it upside down. Filled out forms are placed upside down on the Patrol desk in the radio room. Although we need all this information, do not delay urgent patient care by starting with the form; give your attention to patient care. A second patroller can fill out the paperwork. Refill clipboards once the patient has been discharged.
3. ER information sheet (in treatment rooms, on clipboards). Used to communicate with the ambulance and Ivinson Memorial Hospital Emergency Room (ER) staff. Summarizes our assessment, actions and measured vitals. This form goes with the patient, either in the ambulance, or with responsible person who is transporting them to the ER in a personal vehicle.
4. Map to ER (in treatment rooms, on clipboards). Offer to anyone unfamiliar with how to get to the Ivinson Memorial Hospital Emergency Room.
5. Witness forms (in desk drawer). Used for incidents that involve skier-skier crashes, any accidents involving Area equipment (lifts, barriers, snowmaking gear, etc).

6. Accident description forms (in desk drawer). It is imperative that one of these is filled out for all collisions or other accidents involving Area equipment including lift towers, barriers, snowmaking gear, snow machines, snow cats, and incidents involving loading or unloading lifts and the Magic Carpet. Call Management to the scene in all of these cases. Management will fill out these forms if notified, but if they are not called, it will be the responsibility of the responding patroller to fill them out.

7. Ski School or other employee statement (in desk drawer). There is a special form that Ski School instructors must fill out for any incident that occurs during their class. Make sure Management has been contacted as well.

8. Blank paper (in desk drawer). Use for any situations not covered by the available forms.

Patrol day forms (may not be complete)

1. Daily roster and sign in sheet (on clipboard in Patrol Room). Sign in at beginning and sign out at end of duty day. Records radio number as well. Records weather conditions and any actions taken by the patrol.

2. Daily log, equipment checks, lift and run opening/closing details. (Patrol Room). Used to record equipment on the hill (toboggans and gear stored in lift shacks) and identification of patrollers who checked the safety of the lifts before public use, swept each run for safety early in the day, and swept each run at closing.

3. Aid room checklist. (Patrol Room). Checklist of safety checks and house-keeping in the Aid Room.

Patroller Uniforms

1. You need a RED coat (or vest). It can have some black on it, but no other colors on it. If you wear a vest, have red or black sleeves showing. The coat (or vest) also needs some white crosses on it, a large one in the back and a smaller one on the front. If you typically carry a back-pack (for first aid gear or other equipment), it needs a cross on it as well. The general rule is that a ski patroller must be easily recognizable as such by the public, management, and other patrollers, from both the front and back. WEAR YOUR COAT TO THE CAFETERIA IF YOU WISH TO RECEIVE A DISCOUNT ON LUNCH!

A circular National Ski Patrol patch is also recommended for the front of the coat, and a sweater pin is handy to identify you when you are inside and not wearing your coat. Crosses can be purchased from the SRSP through the Aid Room Assistant Chiefs. Patches and other gear can also be purchased through the NSP catalogue once you are officially registered with NSP.

2. Your Ski Patrol coat (or vest) is a uniform and should not be worn when off duty, including any stops for refreshments after a patrol day. If you retire from patrolling or want to dispose of the coat for any reason, please remove the patches, or pass the coat on to another patroller.

3. You should wear black or navy blue trousers; grey is also acceptable. Orange, purple, yellow trousers are unacceptable. If you wear red trousers and a red coat, you will most probably be mistaken for Santa, which is generally not a look patrollers should strive for.

4. A radio harness is handy. This keeps the radio warm and secure under your coat. The radio harness is also a good place to pin a sweater pin for identification indoors.

5. A name tag with your first name is recommended. Protecting your last name is recommended for general privacy considerations. Name tags are available in the NSP catalogue.

6. Potential sources for RED coats or vests: (circa January 2010)

Mountain Uniforms, <http://www.mountainouterwear.com/>. Prices start at about \$89, \$135 w/crosses.

Wear Guard, <http://www.aramark-uniform.com>, prices start at \$60.

NSP catalogue.

SR Ski Area: The ski area has some coats available for sale to patrollers, but available sizes are limited. The price is a moving target: around \$50. At least some of them are very nice coats, so this is a very good deal. Some already have crosses on them. If you think you might be interested in looking at these coats I suggest that you let your HC and "Orientation Officer" know that you want to look at them when you arrive at the ski area in the morning. Somebody from management needs to let you into a locked room and hang around while you root around among the coats, trousers, etc., and then take your money if/when you decide to buy something. They can't do this at the beginning of the day because they are all busy doing other stuff. Most likely, at some point in the middle of the day, they will tell anybody interested in buying a coat to come to the patrol building "right now" and look at them. Bring your check book, and you might get lucky.

Patroller Coat Ornaments

Minimum Requirement: The public and other Patrollers need to be able to recognize that you are a patroller from both the front and the back, with or without a backpack on. Accordingly, you are REQUIRED to have the following:

- A big cross (white or white with reflective elements) on the back of your coat
- A smaller cross (white, etc.) on your chest
- If you carry your stuff in a day pack/back pack (which covers up the big cross on the back of your coat), you need a big cross on the pack (you need BOTH – one on your coat and one on your day pack.)
- A name bar (should show your first name – you *can* put your last name on it also, but including your last name is not recommended. You don't need to wear your name badge when you're wearing a "loaner" coat.

Optional:

- Small crosses on top part of sleeves of your coat
- An NSP "patch" on your chest (usually instead of a white cross – wear your name badge on the other side. You can have both an NSP chest patch on one side and a small white cross on the other side if you want; but put the name badge on, too.

(circa January 2010)

We have some crosses available for purchase. Here are the prices.

- Large Cross \$8.00
- Small Cross \$3.00

You can get this stuff from your Orientation Officer – make a check payable to Snowy Range Ski Patrol.

Other things which can be ordered from NSP:

- Chest Patch (Pick Navy & Gold) \$ 5.00
- Sweater Pin \$15.00

The sweater pin is very nice, and it is a good idea to wear one when you are working in the First Aid room – it identifies you as a patroller when you are not wearing your coat. Some patrollers like to have a red fleece vest with the sweater pin on it to wear in the first aid room, but you are not required to have the red vest or the sweater pin.

At Times We Have to be the Cops

1. **There are times when ski patrollers have to take on the role of “Cops on the Slopes”**
 - a. Few of us enjoy doing it.
 - b. Many of us try hard to avoid doing it.
 - i. And there may be good reasons for doing so ... in a measured way.
 - c. We don't “write tickets.”
 - i. We do “report incidents to the Hill Chief and management.”
 1. Only under the direction of management, we might “mark” individual lift tickets (a Sharpie pen comes in handy here) to make on-slope identification of repeat offenders quick and simple.
 - d. **Patroller safety is paramount. Never approach a policing action without sufficient Patrol and Management back-up. And all should be in full uniform.**
 - e. **Call Management. They will determine if Law Enforcement is needed.**
2. **Examples of needing to be the “Cop on the Slopes” (or at least the eyes-and-ears)**
 - a. **Individuals skiing or boarding in a closed area**
 - i. Snowy Range Ski Area utilizes barrier ropes, signs and ribbon-tape to permanently and temporarily close areas which are potentially dangerous.
 - ii. Skiing or boarding into a closed area is actually a misdemeanor in the State of Wyoming (Wyoming Statutes: Title 6 -- Crimes and Offenses, 6-9-201)

6-9-201. Trespass on closed or unsafe areas within ski areas; penalty; exceptions.

A. A person is guilty of a misdemeanor punishable by a fine of not more than one hundred dollars (\$100.00) if he:

- i. Skis on a slope or trail that has been posted as "closed";
- ii. Knowingly enters upon public or private lands from an adjoining ski area when the lands have been closed by the owner and posted as closed by the owner or by the ski area operator; or
- iii. Intentionally enters state or federal land leased and in use as a ski area, knowing:
 - a) The lessee of the premises has designated the land as an unsafe area; or
 - b) The land has been posted with warning signs, prohibiting entry, which are reasonably likely to come to the attention of the public.

B. This section does not apply to peace officers, national park or forest service officers, or persons authorized by the lessee of the premises.

- iii. If a ski patroller observes a patron or patrons (or employee(s), off-the-clock) accessing a closed area, the incident should be reported to the Hill Chief and management along with, if possible, the identification of the individual(s).
- iv. An excellent way to identify the offender(s) is by name and, if appropriate, season-pass number. However, if approaching the offender(s) presents an unsafe situation to the patroller, an identification by location, clothing and sliding gear is entirely appropriate.

b. Individuals skiing impaired or in an unsafe manner (or involved in a collision)

- i. Any individual skiing or boarding while impaired or in an unsafe manner may be guilty of a misdemeanor in the State of Wyoming (Wyoming Statutes: Title 6 -- Crimes and Offenses, 6-9-301)

6-9-301. Skier safety; skiing while impaired; unsafe skiing; collisions; penalties.

- A. No person shall move uphill on any passenger tramway or use any ski slope or trail while such person's ability to do so is impaired by the consumption of alcohol or by the use of any illicit controlled substance or other drug as defined by W.S. 35-7-1002.
- B. No person shall ski in reckless disregard of his safety or the safety of others.
- C. No skier involved in a collision with another person in which an injury results shall leave the vicinity of the collision before giving his name and current address to an employee of the ski area operator or a member of the ski patrol except for the purpose of securing aid for a person injured in the collision, in which event the person leaving the scene of the collision shall give his name and current address as required by this subsection within twenty-four (24) hours after securing aid.
- D. Any person violating this section is guilty of a misdemeanor punishable by imprisonment for not more than twenty (20) days, a fine of not more than two hundred dollars (\$200.00), or both.

- ii. If a ski patroller observes any individual violating these standards, the incident should be reported to the Hill Chief and management along with, if possible, the identification of the individual(s).
- iii. If practicable and safe for the patroller to do so, they should make a reasonable attempt to ensure that any unsafe activity does not persist.

c. Is this trauma due to an accident or was it an assault?

- i. If you have any suspicion that the trauma you observe involves person-to-person interaction, contact Management and the Hill Chief. What at first may appear quite innocent may actually have a more sinister element.

d. **Individuals accessing lift facilities without a valid lift ticket**

- i. Any individual utilizing the lift facilities of the ski area without a valid lift ticket may be guilty of a misdemeanor in the State of Wyoming (Wyoming Statutes: Title 6 -- Crimes and Offenses, 6-3-408)

6-3-408. Theft of services; penalties.

A. A person who, with intent to defraud, obtains services which he knows are available only for compensation, without paying for the services is guilty of:

- i. A misdemeanor punishable by imprisonment for not more than six (6) months, a fine of not more than seven hundred fifty dollars (\$750.00), or both, if the value of the services is less than one thousand dollars (\$1,000.00).

- ii. If a ski patroller observes any individual(s) "hopping the lift without a valid lift ticket," the incident should be reported to the Hill Chief and management along with, if possible, the identification of the individual(s).

3. **Some practical advice to consider**

a. **There is risk in taking on the role of "the Cop"**

- i. Typically the individual who is a perpetrator in the activity that requires "policing" will not be pleased by confrontation, even by a patroller in uniform.

b. **The uniform IS important**

- i. Perhaps the most significant reason for the patroller uniform is to distinguish you as someone with the training and responsibility to carry out your tasks, this includes "policing" when appropriate.
- ii. It is absolutely inappropriate for a patroller not in full uniform to try to participate in "policing actions."

c. **There's strength in numbers**

- i. Do not attempt to take a punitive action (for example, marking a patron's lift ticket for on-slope confirmation of an offensive action) until sufficient back-up assistance is present (other patroller(s) or management, size matters here).
- ii. Do not confront a potentially inebriated or otherwise impaired, agitated or belligerent individual alone.
- iii. Remember, you're the eyes and ears of management. Assist them in the identification of offenders by communicating information quickly and alerting them to the urgency of their presence (and potentially that of law enforcement). Don't place yourself in immediate danger.

d. **Keep yourself and others safe**

- i. One action you may need to take is to direct other patrons away from a potentially dangerous situation. Do so both carefully and tactfully.
- ii. If you observe an intoxicated individual operating a motor vehicle, contact Management and Law Enforcement to complete a REDDI report.

Packing a Toboggan

1. What do we need to know about packing a toboggan?

- a. Packing a toboggan properly ensures that each toboggan has the equipment required and in right locations, whether a regular or trauma toboggan.
- b. Proper packing ensures uniformity and allows equipment checks to proceed efficiently and ensures the proper equipment will be available when needed.

2. How do we pack a toboggan?

- a. First clean everything out of the toboggan and ensure it is free of snow and debris in toboggan. Coil the tail rope neatly and place in the rear (back) of the toboggan.
- b. Equipment needed:
 - i. Two tarps, one plastic and the other can be canvas if necessary
 - ii. Two blankets
 - iii. One quick splint
 - iv. One airplane splint
 - v. Two “stakes”
 - vi. One backboard (for a trauma toboggan)
- c. Take two (dry, clean) tarps and lay one plastic tarp across the toboggan lengthwise.
- d. Place the quick splint and airplane splint in the middle of the tarp in the bottom of the toboggan and place the other tarp over the top of the splints.
- e. Place two blankets over the splints and lined up with the tarps in the toboggan.
- f. Fold the blankets in thirds toward the center of the toboggan and then in thirds lengthwise to form a nice and neat package on top of the splints.
- g. Next fold the TOP tarp into a package just like the blankets.
- h. Now fold the final tarp into a TIGHT package just like the last tarp.
- i. Now flip the package over and place in the toboggan close to the horns (front). (Backboard will be underneath the package if it is a trauma toboggan.)
- j. Secure the “pole stakes” through the front and middle straps of the toboggan as you tighten the whole package in (use the rear strap of the toboggan to secure the tail rope in place as well).
 - i. For trauma toboggans, guide one of the straps through one or more handles of the backboard. This will secure the backboard in place and keep it from slipping down into the ice and snow as the toboggan is stored at the hilltop.
- k. Place the toboggan outside up the hill behind the aid room (place it against the building so as not to block the snowcat track).
- l. Call and let management know we have a toboggan ready to go back out.

3. Variation on the theme, you might run into:

- a. In part (f) above instead of folding both blankets at once, fold each blanket separately.
- b. The reasoning for this variation is it allows you to grab one blanket without having to unfold both in case you need a blanket for padding or anything else.

Snowy Range Ski Area Sweep

1. What is Sweep, and Why Do We Do It?

- a. **Sweep:** Methodical process by which every run is cleared of patrons from top to bottom. That is, the patroller responsible for sweeping a given run ensures that no patrons remain up-hill of their position as they proceed toward the base of the run.
- b. **Why We Do It:** When the ski area closes operations at the end of the day (or for any other special circumstance, awful weather and horrible wind come to mind...), the ski patrol and Management must ensure that no patron is left on the hill (they might just be slow in descent or they might be lost or injured).

2. How Do We Ski Sweep?

- a. **Methodically:** We must ensure that no one is left on the hill.
 - i. **Announce Your Mission to the Slopes and Trees:** as you slowly ski a zig-zag pattern (fully skier's left to full skier's right, repeat), yell, "Closing, Last Run!"
 - ii. **Periodically Stop, Look and Listen:** make frequent stops to look into suspect treed areas for patrons who may have wandered off the groomed or bumped path and are wallowing in our world famous hip deep powder (ahem...), or may be screaming at the top of their lungs to try to get your attention due to their double boot-top fracture thanks to skis submarining under a downed tree.
 - iii. **Look for Suspect Tracks:** you'll get to know the areas of common off-trail pursuit, but patrons are always inventing new ones. If you see tracks enter some trees, make note of it, holler into the trees, ensure that the tracks have a matching "return" to your run or an adjacent run.
- b. **Cooperatively:** We ski as a unit, with several points of intersection and wave-offs to orchestrate as we progress toward the bottom of the hill.
 - i. Stop at all intersecting runs, and wait for the patroller on the intersecting run.
 1. You will then be sure that both runs have been swept and that no patron has snuck in behind you.
 2. If the patroller on the intersecting run needs help for one reason or another, you are in a better position to render assistance.
- c. **Final Comments:** To conduct sweep effectively requires significant patience and attention, and it's not done until the Hill Chief says it's done!
 - i. Sweep is not a time to blast from top to bottom on your favorite run. Ski your assigned run slowly and stop, look and listen frequently.
 - ii. No sweep participant should leave the hill, remove their boots, or put away their skis/snowboard until every member of sweep has been checked in and the Hill Chief has indicated that it is acceptable to do so

3. **Sweep Particulars: The Sundance ("New," "Back") Side**

- a. Patrollers meet at 4A, the top of the Sundance Lift (typically at 3:20 pm).
 - i. This includes patrollers who will be closing the cross-hill accesses (War Path, Middle Drifter, and Dakota / Great Escape).
 - ii. Patrollers will pull closures across the top runs (Sundance, Ogallala, and Seminole/Arapaho).
 - iii. SUPER SWEEP will watch for skiers ducking closures unless he/she is needed elsewhere.
 - iv. After sweeping their assigned run, patrollers meet at 4B, the base of the Sundance lift, to check in and make sure everyone is there before proceeding back to the top, 4A.
- b. After sweep, patrollers will open closures at the top of Sundance unless directed otherwise by Management. Dakota and Middle Drifter accesses will remain closed.
- c. When sight sweeping Great Escape, the patroller on Dakota/ Great Escape must first look down the top face of Dakota, then continue to the roller at the top of Great Escape. From this point, he/she must watch until they see the patroller sweeping Middle Drifter. Both Patrollers wave each other off while confirming no patrons remain on Great Escape. The patroller at the top must then hike a bit to return to Dakota then continue that sweep to meet up with the patroller sweeping Crazy Horse. The patroller on Middle Drifter should continue down to the intersection with Warpath to meet with that patroller. NOTE: When sight sweeping Great Escape, Dakota MUST be skied, to clear this run.
- d. A word of caution: Don't forget to send a patroller down upper Blackfoot when heading to the old ("Chute," or "front") side for sweep.
- e. Particular areas to watch:
 - i. Outside of Seminole watch for, and make note of tracks heading into the horse shoe bowl as well as out-of-bounds via the power-line corridor.
 - ii. Tree areas between Arapaho / Seminole and Geronimo.
 - iii. Power lines from Sundance to Middle Drifter.
 - iv. Old cabin between Crazy Horse and Middle Drifter.
 - v. Logs and favorite powder sites between Shoshone and Crazy Horse.
- f. Runs to sweep on the Sundance side:
 - i. Seminole and Arapahoe
 - ii. Ogallala
 - iii. Sundance and Geronimo
 - iv. Shoshone
 - v. Crazy Horse
 - vi. Dakota
 - vii. Great Escape
 - viii. Middle Drifter
 - ix. Warpath
 - x. Upper Blackfoot

4. **Sweep Particulars: The Chute ("Old," "Front") Side**

- a. Patrollers meet at the top of the mountain (3A, Chute Lift, unless it is not running then meet at 2A, Virginian) typically at 3:50 pm.
 - i. Exception: Two patrollers will remain at 2B and 3B to close the lift entrance mazes then ride each lift to the top as the last patron or patroller on the lift (effectively sweeping the lifts).
 - 1. The patroller designated as SUPER SWEEP should be the one to clear the Chute Lift. This will give the patrollers at the top a chance to get organized and be ready to go as soon as the lift is clear.
 - 2. If the Virginian Lift is running and needs to be swept, then the patroller sweeping the lift will also ski sweep on the Virginian run.
 - ii. Patrollers at the top at 3:50 will stay at the top for sweep, unless called to an accident.
- b. Runs that can be sight swept:
 - i. Laramie from Overland.
 - ii. Gunslinger from Virginian / Centennial.
 - iii. Upper Gun Barrel from Centennial / Rawhide.
- c. Particular areas to watch:
 - i. Powder Rock. Stop, look, yell, and listen at the top of the tree alley to Rustler.
 - ii. Lower Gun Barrel: Stop, look, yell, and listen from the Rawhide crossing as well as from the old timing shack on Gunslinger.
 - iii. The Old Ski Jump: Stop, look, yell, and listen from Centennial as well as from the last curve on Rawhide.
 - iv. The Access Closures to the Sundance side: particularly in freshly fallen snow, look for tracks ducking under or around the closures.
- d. Runs to sweep on the Chute side:
 - i. Rustler
 - ii. Rattler
 - iii. Overland
 - iv. Laramie
 - v. Chute
 - vi. Calamity
 - vii. Cheyenne
 - viii. Virginian
 - ix. Gunslinger
 - x. Rawhide
 - xi. Centennial
 - xii. Upper Drifter
 - xiii. Lower Blackfoot
 - xiv. Roundup
 - xv. Pioneer
 - xvi. Magic Carpet

Duty Day Options and Requirements

Individual patrollers must elect either **Assigned Status** or **Early Choice Status**. Each patroller should make his/her duty option choice known to the Secretary of the Patrol (Floyd Foresman, for 2009-2010) no later than the On-the-Hill (OTH) refresher. If a patroller does not make his/her choice known to the Secretary by the OTH refresher, he/she will be assigned to a duty crew for the season. Rookies are expected to take Assigned Status for their first season unless special circumstances prevent them from doing so. Assigned Status and Early Choice Status are briefly described at the bottom of this page. See an officer of SRSP for more information on these options if necessary.

General Duty Requirements

Number and Distribution of Duty Days: All patrollers whose **primary** patrol is the SRSP are required to accumulate at least **10 duty days per year**, in addition to the two required refreshers (OEC and OTH). Patrollers registered with SRSP as a **secondary** patrol must accumulate at least **5 duty days per year**. A duty day is awarded only for duty on Saturdays and/or Sundays (weekdays do not count toward fulfillment of the “10 days per year” requirement). Furthermore, each patroller must accumulate duty days that satisfy the “Distribution Requirement”, outlined below. Eight days are required to meet the distribution requirement for primary patrollers, four for secondary patrollers. Primary patrollers need two days in addition to the “distribution days”, secondary patrollers need one additional duty day. These additional days can be accumulated during any part of the season, and/or they can be awarded

SRSP 2009 - 2010 Duty Calendar					
	Dates			Required Days	
	Start	End	Premium Days*	Primary	Secondary
Early Season	Nov. 28	Dec. 20	Nov. 28, 29, Dec. 19, 20	2	1
Mid-Season	Dec. 26	Feb. 28	Dec. 26, 27, Jan. 16,17	4	2
Late Season	Mar. 6	Apr. 11	Mar. 13,14, 20, 21	2	1

for Alternative Service, described below.

*Patrollers earn 2 duty days for each “Premium Day” duty day patrolled.

Requirements for Duty Day Credit:

1. A patroller must arrive at the area on time (no later than 8:15 a.m.), patrol for the entire day, and stay until dismissed by the Hill Chief at the end of the day.
2. A Basic patroller must ski/ride on equipment for which he/she is qualified to operate loaded toboggans, or make prior arrangements with the Hill Chief of the day for an exception to this requirement.
3. A patroller must meet one of the following conditions for each duty day:
 - a. They are assigned to the duty crew for the day (they elected “Assigned Status” on this crew), or

- b. They have Early Choice status but have signed up for this day in an available duty slot (they elected “Early Choice Status” and claimed this day in advance), or
- c. They are not assigned to this duty crew and they did not claim the day in advance, but a duty slot remains available on this crew/day when they arrive to patrol, or
- d. They are substituting for a patroller who meets requirement a or b, above.

Exceptions to these rules can be made due to unforeseen problems such as illness, travel problems, etc. The exceptions will be made at the discretion of the Hill Chief of the day. Repeated failure to meet the duty requirements, however, will be reviewed by the Executive Committee and can result in dismissal from the SRSP.

Alternative Service: Duty day credit can be awarded for off-the-hill activities such as OEC training, participation in senior clinics, etc. Petition the Executive Committee for Alternative Service credit. Alternative Service days can also be used to meet distribution requirements at the discretion of the Executive Committee.

Assigned Status: A patroller is assigned to a duty crew. Duty crews are assigned to patrol either alternating Saturdays or alternating Sundays throughout the ski season. All Hill Chiefs and Assistant Hill Chiefs must elect Assigned Status. Patroller’s preference for days, Hill Chiefs, etc. will be met whenever possible.

“Early Choice” Status: A patroller elects to accumulate duty days that satisfy the minimum number and distribution requirements by “claiming” available duty slots on the season calendar. Patrollers who have completed the OEC and OTH refreshers can claim duty slots beginning at the OTH refresher and continuing so long as slots are unclaimed. Upon claiming a duty slot, the Early Choice patroller is obligated to either patrol that day or find a substitute. Only patrollers with unblemished records of attendance from previous years are eligible for the “Early Choice” duty option.

NO SHOWS: Assigned patrollers and Early Choice patrollers committed to specific duty days are obligated to either patrol those days or to find a substitute of equal or greater training to “cover” for them. Failure to patrol on assigned or claimed days is classified as a **No Show**. **No Shows** are serious problems because they result in inadequate coverage for a duty crew and they can result in dismissal from the SRSP.

Registering for Duty Days

Patrollers whose “primary” registration is the SRSP are required to make 10 duty days during the season, while patrollers who are registered with SRSP as their “secondary” patrol need to make at least 5 duty days during the season. If you are “primary” with SRSP and have been assigned to a duty crew, you should be notified of which crew you have been assigned to no later than the On-the-Hill (OTH) annual training. If you are “secondary” with SRSP, then you need to “claim your duty days”. You need to include at least one day in “early season”, 2 days in “mid-season”, and 1 day in “late season”. The 5th required day can be any time. You only get duty day credit for Saturdays and Sundays. The Calendar is available on-line at

www.laramienetwork.com/skipatrol/links.asp

Click on the “Members Only” option on the left side of the page. You should all be able to log onto this part of this website now and view the calendar:

Username: first initial, followed by last name (John Smith = jsmith)

Password: patrol (for everybody)

You can determine the dates for Early-, Mid-, and Late Season periods by looking at the calendar. If you want to claim days or change what you’ve already claimed, contact Jerimiah Rieman via email (jriema@state.wy.us).

Orientation Checklists (Aid Room and On-the-Hill)

Snowy Range Ski Patrol

Base Area Orientation Checklist (20091124)

General Facts and Where Stuff Is Located	Presenter Initials	Date
Beginning of the Day (Don't be Late): (Patroller Parking, Sign-In, Radio, Stowing Gear, Coated-up/Booted-up)		
The Patrollers' Uniform and Equipment: (Coat/Vest, Pants, Aid Belt or Pack, Helmet, Sliding Gear)		
Who's Who on the Volunteer Patrol Today, Duties, Substitution Rules: (Hill Chief, Asst. Hill Chief, Aid Room Asst., Basic, Auxiliary)		
Who's Who on Area Management Today, Why We Need Them: (Hill/Lift/Area Operations 3xx, Ski School 6xx)		
Base Area Locations You Need to Know About (beyond Patrol Bldg.): (Lodge, Ticket Office, Rentals, Cafeteria, Elevator, Ski School, Offices)		
Quick Overview of the Hill: (Old Side, New Side, Lift Names/Numbers/A&B, Run Maps)		
Places in the Patrol Building, Ground Floor: (Patrol Rm., Radio Rm., Waiting Rm., Care Rm., Trauma Rm., Furnace)		
Introduction to the Radios: (Area Radios, Volunteer Radios, How to Talk, How to Listen, Who to Call)		
Introduction to the Phones: (Calling within Snowy Range, Calling Outside, 9-911, IMH ER)		
Medical Equipment in the Patrol Building: (O2, Suction, BP/Steth., AED, Trac., KED, B-boards, Beds, Blankets, C-Collars)		
Medical Consumables in the Treatment and Trauma Rooms: (O2 Masks/Etc., Gloves, Tape, Gauze, Kling, Band-aids, Cardboard, Bubbles)		
Starting the Day with Equipment Checks: (Equipment in the Aid Room, Equipment on-the-Hill, Opening Hill)		
Routes by Which We Receive Patients, Some Additional Players: (Walk-Ins, Toboggan Transport, Friends/Family, Snow Machines)		
Receiving a Patient and Typical Care Scenarios: (Removing Excess Clothing, Evaluation, Replacing Splints)		
Routes by Which We Ship Patients: (Walk-Out, Ambulance, Personal Transport to... Home / Hospital)		
The Paperwork: (Incident Frm, Hosp. Info., Refusal of Care, Skier vs., Witness, IMH Map)		
Privacy and Confidentiality for Patient Care and Patient Records: (Family/Friends in Care Room, Paperwork, Guarded Communication)		
Common Requests and Common Replies: (Aspirin or Tylenol, Fix my Equipment, Is it Broken, Can I Get a Refund)		
Gathering and Relaying Missing-Person Information: (Names, Clothing, Gear, Last Seen Location, Reporting Party, Management)		
Aid Room Maintenance Throughout the Day: (Cleaning the Facilities, Garbage, Finishing up at the End-of-Day)		
Splitting Your Time Up, Rotation, Bumping: (Aid Room Assignment, On-The-Hill, At-the-Lift-Tops, Lunch)		
End-of-the-Day: (Intro to Sweep, Patrol Rm, Review Paperwork, Radios, Dismissed)		
Benefits of SRSP Volunteer Patrol: (Skiing-on-Coat Weekends, Weekdays, Passes (Daily/Family))		

Patroller / Candidate _____

Tasks	Evaluator Initials	Date
Ensure Your "Equipment" Includes the Following: (Area Map, Refusal of Treatment Form, Area Phone Number, BSI, Consumables)		
Complete Base Area Locations Map Review		
Complete Run Review Map Quiz: (Lift Names/Numbers/A&B, Run Names, Important Jcts. & Locales)		
Identify Area versus Volunteer Patrol Handheld and Base Radios		
Complete Area and Volunteer Radio Use Exercise: (PTT-inhale-talk, Identify Called/Caller, Communicate, End with Clear)		
Complete the Door/Drawer Label Check: (Open every care/trauma room door/drawer, confirm content)		
Complete Aid Room Morning Equipment Check: (AED, O2, Suction, Trac. Splt., KED, Clipboards/Paperwork Ready)		
Within the Aid Room, Receive Morning Equipment Reports from Hill and Record on Daily Equipment Log		
Demonstrate 911 / Albany County Dispatch Contact for Ambulance Request: (Age, gender, chief complaint / MOI, ETA of patient to Aid Room)		
Demonstrate IMH ER Phone Contact for Patient Care: (Age, gender, chief complaint / MOI, vitals)		
Complete One Patient Contact with Incident Report Form, Etc.		
Pack Equipment in One Regular Toboggan: (Two tarps, two blankets, one quick splint, one airplane splint)		
Pack Equipment in One Trauma Toboggan: (Two tarps, two blankets, one quick splint, one airplane splint, b-board)		

**Snowy Range Ski Patrol
On-Hill Orientation Checklist (20091124)**

General Facts and Procedures	Presenter Initials	Date
Morning Hill Chief and Management Report, Assignments: (What Will be Open, Closed, Old Side vs. New Side, Aid Room Duty Schedule)		
Opening the Lifts: (Pre-riding Lifts, Eyes and Ears for Problems on Lifts and Runs Below, Mazes)		
Equipment Checks at Lift Top Locations: (Toboggans, Evac Gear, Oxygen, Traction Splints, Chaise Lounges, BVM, T-Pack)		
Staging a Trauma Toboggan at Lift Top:		
Controlled Opening of Accesses Between "Old" and "New" Sides: (Management Specifies, Beware of Snow Grooming Equipment)		
Opening / Skiing Every Run: (Eyes and Ears Open for Concerns, Fix Easy Problems, Report Big Problems)		
Adjusting Tower Pads: (Daily Review, Fill in Tower Wells, Adjust Height Above Snow Surface)		
Adjusting Pop Fences and Permanent Closure Fences: (Obvious and Visible Barriers, Effective, Look for Tracks Around and Report)		
Maintaining Temporary Barriers and Warnings: (Bamboo on... Rocks, Snowmaking Equipment, etc.)		
Patrolling and Skiing/Boarding, Manning the Top of the Hill: (Cover Every Run, Stop at Lift Tops, Bump/Yo-Yo as Directed, Assist Patrons)		
Handling the Bullwheel Rider: ("Stay in the Chair," Alert Lift Operator, Assist Dismount Back at Top of Ramp)		
Responding to a Reported Accident: (Auxiliary Often Goes First, Assess the Patient, Make the Call, Provide Care)		
Transport of Patients to the Aid Room: (In a Toboggan, Not on a Snow Machine, Basic Means Sled-Dog, Tow-Outs)		
Lift Line Etiquette and Assistance: (In General We Don't Cut the Line, Assist Maze Order As Needed, Be Nice!)		
At Times We Have to be the Cops: (Closures and Cutting Under/Around Ropes, Skier-Skier "Contact," No Ticket)		
Aid Room Rotations and Lunch Rotations, Swapping Sides: (Optimize Location, Respect Other Patrollers (30 minute lunch), Coordinate!)		
Principles of Sweeping: (Pushing Patrons to the Bottom, Using Eyes and Ears to Locate)		
Closing the "New Side" at the End of Day: (Meet at 4A @ 3:20, Dividing Up Runs, Closing Accesses, Completing Sweep)		
Closing the "Old Side" at the End of Day: (Meet at 3A @ 3:50, Closing Mazes, Dividing Up Runs, Completing Sweep)		

Patroller / Candidate _____

Tasks	Evaluator Initials	Date
Pre-ride an Old Side Lift with an Experienced Patroller		
Pre-ride the Sundance Lift with an Experienced Patroller		
Complete a Lift Top Check with an Experienced Patroller and Radio Inventory to the Aid Room		
Set up a Trauma Toboggan with Oxygen at Lift Top with an Experienced Patroller		
Open One or More of the Dakota/Great Escape, Middle Drifter, Warpath Access Gates with an Experienced Patroller		
Ski Morning Runs to Open with an Experienced Patroller		
Adjust a Set of Tower Pads (at least three) with an Experienced Patroller		
Examine Pop Fences (e.g. 2B and 3B) and Permanent Barriers (Gunbarrel from Centennial or Rawhide) and Adjust with an Experienced Patroller		
Place and Adjust Bamboo, Paying Attention to Skier Safety and Pointy Ends, at One or More Locations with an Experienced Patroller		
Assist with Moving Patrons Out of the Lift Exit Ramp Area with an Experienced Patroller (Pick a Day, Wear a Helmet, Put on a Smile)		
Assist with One Bullwheel Rider (You Think We're Kidding, But You'll Get Plenty of Opportunities to Do This)		
Respond From Hill Top to An Accident Report with an Experienced Patroller		
Follow-Through with One Patient from Slopeside through Toboggan Transport to Aid Room		
Review "Lost Skier" Protocols, Posting Info at Lift Tops: (Reporting Party, Name, Age, Gender, Clothing, Point and Time Last Seen)		
Discuss Options for Courtesy Rides for Tired Patrons		
Assist with Sweep on the New Side		
Assist with Sweep on the Old Side		