

# TREF - Toboggan Handling Refresher– Alpine

1. **Program objective** – This mandatory annual registered continuing education course is a toboggan skills calibration, coordinated by the ski area patrol representative in cooperation with local hill management.
2. **Program structure** – This refresher occurs on the hill during a local area’s business hours. It’s recommended that each patrol be broken into smaller groups and that training occurs during a designated period with a concentrated focus for timely completion. All patrollers whose duty shift function may call upon them to transport a patient must complete an annual TREF as soon as safely possible near seasons beginning.
  - 2.1. **Venue** – Typically, on the hill of the local ski area
  - 2.2. **Class size** – Ideally there should be approximately four to six participants per toboggan group with one instructor at a minimum per group. The total size is limited to the equipment and instructors available, not to exceed the group sizes defined earlier and consistent with the local area’s policy on class sizes.
  - 2.3. **Instructor/student ratio** – The most effective ratio is consistent with the group size and number of toboggans. The ideal ratio is 1:4 of instructors to students.
  - 2.4. **Audit frequency** – This refresher should be audited annually by the toboggan IOR.
3. **Course content** – This program addresses the fundamental skills of properly utilizing alpine/Nordic snow sport equipment. This refresher applies these skills to proper, efficient and safe handling of rescue toboggans. These fundamental skills include edging, rotation, pressure and balance, and . The proper application of these skills provide the on-the-hill patroller with the capacity to handle both front and tail responsibilities of the rescue toboggan for the given ski/ride season.
4. **Resources required** – This refresher requires permission from the local area management regarding what is acceptable related to runs and the utilization of the local area’s equipment. Obviously the local area patrol representative must be supportive and staffed that day to permit his other on-the-hill patrollers to participate without compromising proper area coverage. One toboggan is needed for every three to four participants and all participants must sign waivers to take part in the refresher.
  - 4.1. **Instructors** – This program requires a minimum of one instructor for every three to four participants.
  - 4.2. **Helpers** – The only helpers that may be necessary are those who are designated to provide uphill toboggan transport, most often defined by the patrol representative or area management.
  - 4.3. **Equipment** – Toboggans, additional tail ropes, heavy duty bamboo poles, skis or snowboards.
  - 4.4. **Educational materials** – Review of the *Outdoor Emergency Transportation Manual*, National P&P, revised 9-13
5. **Instructor credentials** – This course is registered with the NSP by the local hills IOR.
6. **Course prerequisites** – Participants need to be credentialed and be current alpine/Nordic patrollers
7. **Evaluation format** – Defined by local protocol; Recommend evaluation format is ski along
8. **Grade scale/structure** – Pass/fail. Minimum toboggan handling proficiency needs to be demonstrated as defined in *OET Manual*, and *local area guidelines*.
9. **Reporting requirements** – The refresher needs to be registered with all participants registered. Within two weeks of the completion of the refresher, the IOR needs to submit a completion of course document to the NSP national office.

- 9.1. **Class registration** – Any toboggan IT or toboggan instructor may register the course. online at nsp.org: “Member’s page,” “Education tools,” and “Register course.”
- 9.2. **Course completion report** – The refresher provides a course registration form that is also the completion form. Make sure it is completely filled in after the refresher is completed and send it to the national office. Maintain a copy of this record for at least two to four years depending on specific division policy.
- 9.3. **Course feedback form** – At the completion of the course the IOR distributes a course evaluation form. These forms are typically available through your Division Toboggan Supervisor or you can obtain one from the National office. It may be a generic feedback form so you may have to edit it to satisfy your specific needs..
10. **Risk management considerations** – Conducting a Toboggan Handling Refresher is always a risk. All participants need to sign the division’s course participation waiver. These waivers need to be kept with the course completion records. All instructors need to provide an environment that will permit anyone who is not comfortable attempting any portion of the refresher to elect to not participate in any activity. This refresher is a thorough review and guided practice of toboggan handling procedures and ski proficiency instruction.
11. **Conflict resolution** – Any participant is welcome to abstain from any element(s) of the program without compromise to their successful completion of the course. There are situations that might be intimidating to some participants. If they have any reluctance to participate they are encouraged to do nothing but watch. Remember, this is a course that only requires participants to stay in the course through the completion. If successfully completed that patroller will be registered as having annually refreshed.