

**GUIDELINES**  
**Regional Auto Extrication Learning Symposium and Challenge**  
**Transportation Emergency Rescue committee Mission**  
**Statement**

Transportation Emergency Rescue committee U.S.A. is dedicated to providing today's emergency rescue personnel with the latest innovations, technology and education in auto extrication and patient removal, through class room, hands-on training and sanctioned extrication challenges.





## GUIDELINES

### Regional Auto Extrication Learning Symposium and Challenge

1990 First Edition, First Printing  
1996 Second Edition  
1997 Third Edition  
1998 Fourth Edition  
2003 Fifth Edition  
2010 Sixth Edition

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#### Introduction

By Chief Bill Nesmith, Past Chairman, IAFC, Transportation Emergency Rescue Committee

Somewhere, right now, there is an automobile accident that has trapped its victim in the tangled wreckage. With advances in automobile design by today's automakers, methods for removing these victims are changing with each model year. In order to keep up with these changes, there must be a method of exchanging information between agencies responsible for the disentanglement of these victims. In 1984, Fire Chief Alan Duquis of the Office of the Fire Marshal, Ontario, Canada, originated the concept of an International Automobile Extrication Challenge and Learning Symposium. The number of transportation accidents was increasing both in Canada and the United States resulting in a higher number of deaths and serious injuries. This prompted Chief Duquis to provide a medium where an international forum of experts can come together and exchange information, ideas and life-saving techniques. This medium would provide a wealth of information to all who attended. Everyone who participated would teach, learn, share, and develop lasting friendships with their peers from around the world. The International Association of Fire Chiefs sanctioned the Transportation Emergency Rescue Committee in 1986. This provided a centralized coordinating body to promote the furtherance of extrication education. As our parent organization, the International Association of Fire Chiefs offers new horizons to the Challenge and to the progression of our efforts. These guidelines are intended to govern International Challenges. Obviously, the committee's goal is to have sufficient Regional and National Challenges to fulfill the recommended slots at the International Extrication Challenge and Learning Symposium. My sincere gratitude is extended to all the Transportation Emergency Rescue Committee members who have assisted in formulating these guidelines.

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#### TRANSPORTATION EMERGENCY RESCUE COMMITTEE USA

The overall mission of the Transportation Emergency Rescue Committee United States (TERCUSA) is to serve as a competent source of guidance and information on transportation emergencies for those involved in providing emergency services.



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The committee has goals which include:

1. Develop a three level system for vehicle extrication training.
2. Develop a three level system for vehicle extrication instructors.
3. Develop suggested safety guidelines for training.
4. Disseminate information about vehicle extrication through a newsletter or other means.
5. Develop a judge registration system for extrication judges.
6. Serve as the governing board for auto extrication learning symposiums and Challenges

Through these goals, the Transportation Emergency Rescue Committee USA will ensure the enhancement of life saving techniques in the challenging field of automobile extrication.

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## Regional Auto Extrication Learning Symposium and Challenge

### Chapter 1

#### Standard Protocol Guidelines

#### Regional Auto Extrication Learning Symposium and Challenge

#### 1.1 Opening Ceremonies

**1.1.1 Schedule:** The opening ceremonies should take place the day of or day after initial registration of teams and team briefings. The ceremony should be scheduled at 20:00 hours.

**1.1.2 Duration:** The opening ceremony should last thirty (30) to forty-five (45) minutes.

##### 1.1.3 Sequence

- A. Host Chairperson's opening remarks
- B. The Host introduces the local dignitaries.
- C. The Host introduces TERC USA Representatives. TERC USA Representative introduces pertinent challenge officials.
- D. Host closing remarks, include acknowledgment of trophy sponsors.

**1.1.4 Dress Code:** Duty uniform. This information to be included in Challenge instructions of teams at time of acceptance as participants.

**1.1.5 Opening/Closing Ceremony Equipment:** The Local Host will produce and be responsible for the following:

- A. Appropriate Flags, flag poles, bases and proper ornamentation
- B. Challenge banners

#### 1.2.0 Banquet (Awards Presentation)

##### 1.2.1 Schedule

The banquet or awards presentation will be scheduled on the same evening immediately following the completion of the Challenge or Symposium activities.

##### 1.2.2 Sequence

- A. Host Chairman's opening remarks.
- B. The Host introduces the local dignitaries.
- C. The Host introduces TERC USA Representatives.
- D. The Host introduces Guest Speaker.
- E. Host closing remarks, include acknowledgment of trophy sponsors.



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**1.2.3 Dress Code:** Dress uniform, or coat and tie. For a Regional event the Host Department may alter the dress code for a casual mode. (added 1/1/2011)

#### 1.2.4 Head Table

The following are to be included at the head table:

- A. Host Chairperson and Escort.
- B. Host Master of Ceremonies and escort (optional).
- C. TERC USA Chairperson and escort.
- D. Guest speaker and escort.
- E. Local dignitaries and escort, ie. Fire Chief, Mayor or other officials.

#### 1.2.5 Arrangements

Host should arrange to have tables properly marked. The Host should provide:

- A. Podium, a lapel mike, etc. (let hotel staff arrange)
- B. Appropriate flags, holders.
- C. Hanging of a banner.

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## **Regional Auto Extrication Learning Symposium and Challenge**

### **Chapter 2**

## **STANDARD Challenge GUIDELINES**

### Regional Auto Extrication Learning Symposium and Challenge

#### **2.1 Scope/ Purpose**

This standard set the minimum guidelines to be used for the Challenge segment of a Regional Auto Extrication Learning Symposium and Challenge. The conducting of a auto extrication Challenge exercise is the most important single function a these events. In order to be sure that the operation is well focused and fair, these standards have been developed. The purpose of this standard is to provide minimum guidelines for the Extrication Challenge event. It is not intended to be restrictive. It is intended to provide Host agencies and the TERC USA Committee is desired focus point for the operation of extrication Challenge in a standard, consistent manner.

#### **2.1.1 Definitions**

Unless expressly stated elsewhere, the following terms, will for the purposes of this standard, have the following meanings indicated below.

- A. **Coordinating Committee**-Coordinating Committee of the Host agency.
- B. **Committee Chairmen**-Head of the Coordinating Committee of the host agency.
- C. **Exercise Action Area**-The area designed by the host agency where the actual exercises will be conducted for the judges and spectator observation.
- D. **Head Judge**- A person whose function at the Regional Challenge is to supervise the entire judging group during the event. This person is the arbitrator in the event of any disputes and whose decision is final.
- E. **Host Agency/Local Host**- The local agency/local host that is coordinating the Regional Challenge at the local level.
- F. **Regional Challenge**- This term refers to a Regional Auto Extrication Learning Symposium and Challenge sponsored by a local host agency or agencies.
- G. **Judge**- A person whose function at the Regional Challenge is to rate competing teams during their exercises in the Challenge pit area.
- H. **Transportation Emergency Rescue Committee USA**-TERC USA, the governing body, or their designee, that is directly responsible of the successful completion of the Challenge.

#### **2.2 General Challenge Rules**

The following information deals with the general rules to be used at all Regional Challenges. They are provided in order to clarify the rules and focus the Challenge operation considerations in the intended direction. Theses general rules of operation are intended as a basic guideline. The TERC USA Committee may add to these rules the local Host agency committee may add to these rules, with approval of the TERC USA Committee Chairperson or his designee.

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**2.2.1** No team will participate in any exercise unless authorized by the Chairperson of the TERC USA Committee or his designee in writing. **The team will have their TERC USA dues paid prior to attending and event. When the treasurer receives the payment a department ID Number will be issued.**

**2.2.2** Team substitutions may be granted by the Local Host, or the TERC USA Chairperson or his designee, in the event of a “no show” by any team previously authorized to participate.

**2.2.3** Teams will consist of a minimum of Five (5) personnel to a maximum of Six (6). One Captain and four or five squad members will be allowed to compete. There will be NO Alternate member. The same I.C. and three (3) of the rescuers from the first scenario team must participate as part of the second scenario team. You may substitute one or two rescuers for the second scenario. Executive Board 12/09/99.

**2.2.4** The Host agency and the TERC USA Committee reserve the right to use information that may be obtained from the participants for educational purposes as a result of hosting this event.

**2.2.5** There will be a briefing session for all participants, prior to the Challenge, that a time and location designated by the Host Committee. The Head Judge will cover scoring, judging, safety, and other subjects, with mandatory attendance required of all team captains. All other team members are invited and encouraged to attend. all start times for the participating teams may or will be drawn prior to and announced at the briefing session.

**2.2.6 Interior Judges may be used upon the completion or the Interior Judges Certificate Class. The live patient will be used in the Limited and Rapid Pits only. (1/1/2011)** The Host agency will supply and adequate number of life six dummies for use as patient/casualties, during the Challenge. interior Judges may be used upon completion of the interior Judges Certification class. (Business Meeting 09/21/2002)

**2.2.7 Code of Conduct and Practice for the Management of a Vehicle Rescue Challenge Patient Team for Regional, North American and International Challenges TERC USA (added 1/1/2011)**

#### **2.2.7.1 Stricture**

Under TERC USA Judge’s committee a subcommittee will be formed to deal with issues concerning the Vehicle Rescue Challenge Patients. this committee will be headed by a Chairperson.. The Challenge Patient Chairperson and Committee will be responsible for the recruitment, selection, training, support, and monitoring of the Challenge Patient Team with TERC USA. The Challenge Patient Chairperson will concur with the Judge’s Committee Chairperson when assigning challenge patients for all event.

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### **2.2.7.2 Recruitment and Selection**

This will be the primary responsibility of the Challenge Patient Committee Chairperson (CPCC) whom by the nature of their position must be the consultant for all applicants wishing to become members of the CPT. The CPCC will then review the applicant's wishing to become members of the CPT. The CPCC will then review Applicant's qualification with the Judge's Committee Chairperson (JCC) in order to keep the JCC information and up to date. Selection of the Challenge Patient Team (CPT) should be carried out in good time prior to the event, to ensure adequate preparation and briefing time.

The CPCC is to use good judgement regarding the physical and psychological suitability of all applicants, and will need to take into account the experience of the individual in the field of casualty simulation.

The CPCC and the committee will reserve the tight to terminate the services of any CPT members whom are found to be in breach of the code of conduct. All suspended or dismissed CPT members will have the automatic right of appeal through normal channels to the local organizing committee.

### **2.2.7.3 Training**

A suitable induction should be carried out with all new members of the CPT. The CPCC and the CPM are responsible for the briefing members of the CPT and familiarizing them with the needs of each event. The CPM is to assess, evaluate at each event to identify additional training needs, and where practical arrange such training. It will be the responsibility of all members of the CPT to maintain and improve their knowledge and skills in order that their performance will accurately reflect current understanding of entrapment trauma CPT members must be prepared to acknowledge any limitations in their knowledge, skills and competence. CPT members are to decline any task, duties or responsibilities that they are unable to perform in a safe and skilled manner. CPT members must be willing to assist colleagues, in the context of their own knowledge, experience and sphere of activity, to assist them develop and understanding of the needs of real live entrapped casualties. This may be done prior, during or after an event as viewed necessary. CPT members are to be made aware of safety issues and be committed to contributing to promoting safe practices. This refers to the personal protective equipment that must be worn at all times in the pit area of the competitions. If any PPE is removed at any time during a scenario it should be replaced in a timely fashion prior to patient removal from the vehicle. All competitors and rescue team members taking part in a competition must be briefed by the CPM on the importance of the Challenge patients PPE and must not deliberately damage or permanently remove the patients PPE. See Appendix A for list of PPE necessary for the event.

### **2.2.7.4 Quality Assurance**

When deciding on the number of the CPT members needed for each event, due considerations should be given to allowing reasonable time for appropriate refreshment breaks, rest periods and debriefing with both the Judges and CPM. It is recommended that an alternate CPT members be available at all events in case of illness or indisposition. The CPM will work along side the Head Judge, and Pit Team in order to

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design a series of injury patterns. The injury patterns are to correlate to the wrecked scenario design so that the pattern of damage of each vehicle is consistent with the injuries to the patient. The CPM will inform the CPT member of their "injuries and pertinent medical history" prior to the \_\_\_\_\_ can't read it \_\_\_\_\_. Any changes to the scenarios and associated injuries \_\_\_\_\_ can't read it \_\_\_\_\_ by the CPT are to be made clear to the CPM in advance of the event. The CP will inform the Medical judge of the specific pit the patient's full medical history. In the event of a CPT member being asked to change or vary their performance, or in any way alter their acting by a judge, it must be reported to the CPM at the first opportunity. The CPM is to be invited to, and attend all appropriate judges meetings, briefings and debriefings. CPT member are to attend the Judge's debriefing this will be up to the Head Judge at the event.

#### **2.2.7.5 The CPT member will be expected to:**

1. To be consistent and appropriate in their role play with each scenario.
2. Ensure that no team receives particular support or preferential treatment during a scenario.
3. Act at all times as is actually injured until the final whistle.
4. Be consistent in their feedback to the Judges
5. Be discreet when giving feedback to the Judges. It is best done out to the pit area, where body language and comments cannot be observed and interpreted inaccurately.
6. Discuss any problems raised during a scenario with the CPM and or Head Judge.
7. Be aware of health and safety issues
8. Be mindful of equal opportunities.

#### **2.2.7.6 Monitoring and Evaluation**

This will consist of:

- Judges feedback
- Team Medic feedback
- Observation by the Lead Judge
- Observation by the CPM prior, during and post events
- CPT member personal assessment

#### **2.2.7.7 Equal Opportunities Statement**

Members of the CPT are to acknowledge and respect cultural diversity, and are to be committed to supporting equal opportunities at all levels. They will be expected to work in a collaborative and co-operative manner with others, and recognize and respect their particular contributions within the competition. Discrimination of any sort, particularly regarding ,race, nationality, gender, political and religious beliefs, marital or parental status, physical or mental disabilities are unacceptable amongst the CPT, as is stereotyping and bullying. All members of the CPT are required to be familiar with and committed to the highest standards of non-discriminatory conduct.

#### **2.2.7.8 Health and Safety**

All members of the CPT are to be made aware of health and safety issues relevant to the competitions, and report to an appropriate person any circumstances where it

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appears that the health and safety of themselves or colleagues are at risk, or may compromise standard of good practice. Team members are to decline any tasks, duties, or responsibilities that they are unable to perform in a safe manner.

#### **2.2.7.9 The CPT must:**

1. Be satisfied as to the safety and stabilization of all vehicles before allowing the CPT members be placed inside.
2. Remove all glass and other debris likely to cause harm as far as is practical
3. Assist the CPT member into the vehicle.
4. Ensure that all CPT welfare needs, such as breaks, meals, rest, are catered for as far as is reasonable and practical.

#### **2.2.7.10 Insurance**

All CPT members must be covered by an appropriate accidental insurance for each event, and this should be verified by a named member of the event committee.

#### **2.2.7.11 Welfare**

The CPM must ensure that:

1. There are adequate facilities for refreshments for members of the CPT
2. Suitable break times are allowed during the Challenge.
3. Adequate first aid cover is provided for the CPT.

#### **2.2.7.12 A Challenge patient will need to:**

1. Accurately report/feedback their experiences to the competition judges
  - a. Cooperate with the CPM and other members of the CPT in a giving and appropriate and consistent performance.
  - b. Be willing to use personal protective equipment.
  - c. Assist in monitoring and evaluating own performance.
  - d. Be committed to equal opportunities.
  - e. Be open for feedback from CPM.
  - f. Be able to assess team's ability to a \_\_\_\_\_.

#### **2.2.7.13 Person Specification**

A CPM member will:

1. Have simple acting abilities.
2. Be able to accurately reflect the responses of an injured person.
3. Be a good communicator and assessor of all personal senses.
4. Have a sound basic knowledge of anatomy and physiology.
5. Hold a current first aid certificate
6. Have had additional extended skills training as is appropriate to the task they intend to perform.
7. Be prepared to undertake further training as is deemed appropriate by the CPM and organizing body.
8. Be physically fit and free from any physical or mental condition which would prevent them from carrying out their duties.
9. Be reliable and punctual.

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- 10. Be aware of the needs and issues relating to rescue situations
- 11. Be committed to equal opportunities.

### **Appendix A**

- PPE that CPT members must bring to every event.
- Coveralls
- Safety boots, designed to keep glass out
- Safety gloves
- Safety glasses
- Head protection.
- Suitable undergarments to protect the individual and maintain modesty during physical examination.
- Appropriate shelter is provided for the CPT during inclement or extreme weather conditions.
- Sufficient time is allowed for debriefing with the Judges, and if necessary with the CPM A facility is available for stress management.
- The CPT members are ready in the pit on time.

#### **2.2.7.14 General Behavior**

CPM members are personally responsible for their own actions and are always to act in such a manner as to promote the safeguard the interests and integrity of the CPT which they belong.

#### **2.2.7.15 All CPT Members must:**

- Refuse any gift, favor or hospitality from team members or their supporters which might be interpreted as seeking to expect influence to obtain preferential consideration.
- Not behave in a way that could be misinterpreted as showing favor to a particular team or team member, or which could bring discredit to the event.
- Respond to the general public in a positive and professional manner, and ensure that anything that they say or do does not undermine the credibility of the event, its organizers or other participants.
- Not make comment to members of the media/press without the permission of the official event medical press officer, senior organizing committee member, or CPM.
- Carry authorized identify cards/badges where they are issued.
- Maintain confidentiality regarding the performance of individuals and teams.
- Maintain confidentiality regarding any information they receive during debriefings with judges.
- To co-ordinate with CPM an appropriate time to discuss questions teams may have after their debrief for learning purposes.

#### **2.2.7.16 Challenge Patient Job Description**

- The applicant must be of legal adult age.
- The person appointed for the position of and CPT member will need to be both physically and psychologically able to perform the tasks for which they are engaged.

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- The task of an interior patient in the CPT is to act the part of an injured person, who is trapped in a confined space.
- The casualty needs to be recognized that this task will involve a degree of environmental unpleasantness, including noise, vibration and dust. The competitions may also be held outside, and will continue through degrees of inclement weather, such as rain or high temperatures.
- The nature of the competitions involving rescue necessities some close physical contact between the patient and rescuer, and a degree of physical handling which may involve being moved manually, or by use of lifting and carrying devices.

#### **2.2.7.17 Application process**

- Send a resume with a list of your qualifications and whether you're presently a volunteer or career firefighter.
- Register to become a TERC USA member.  
Complete a TERC Canada Challenge Patient Clinic.
- Whether you have previous experience or not, it is necessary to shadow at a minimum of 2 Regional competitions so that you can follow the unlimited and limited challenge patients.
- When planning to shadow at a competition, you may not be a competitor.

**2.2.8** The Host agency or the TERC USA Committee will not be responsible for any damage or loss of any equipment as a result of participating in the event.

**2.2.9** Worker's Compensation, Insurance, ect., for the protections of the team members, shall be the responsibility of this event.

**2.2.10** Safety must be kept in mind by the participant. The TERC USA Committee guidelines for extrication training will be followed by all participants. Adequate head, eye, hand and, foot protection (OSHA approved or equivalent) must be utilized. A Safety Officer will be on the site and he shall have the right to halt any exercise as a result of an unsafe action during any evolution. If any exercise is stopped, for any reason, the "official time keeper" will not penalize any time as a result of the stoppage.

**2.2.11** Packaging of patients will be evaluated, patient safety will be of prime consideration. Patient access achieved will be evaluated by the Judges.

**2.2.12** All scoring information is the property of the host agency and the TERC USA Committee, and will be kept confidential. All Challenge documentation, scoring sheets, etc., will be kept locally for archiving.

**2.2.13** The decisions of the Judges and/or Scoring Coordinators are final.

**2.2.14** There will be a time limit of twenty (20) minutes for each of the two (2) evolutions.

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**2.2.15** All members and their tools will be at the Challenge site at the minimum one (1) hour before they are scheduled to compete. Teams will be sequestered 30 minutes before their competing time.

**2.2.16** If two-way electronic communication is being used by a competing team, the Judges must be supplied with a listening device (transceiver).

### 2.3 Challenge Areas

The following information deals with a description of the Challenge area as they pertain to the Regional Challenge.

**2.3.1** The area to be used for the practical application of tools and equipment by participating teams and evaluated for judging or demonstration of tools and techniques will be designated the Exercise Action Areas. The Exercise Action Areas will be established and maintained in accordance will recognized safety standards.

**2.3.2.** These Exercise Action Areas may also be designated during the Challenge as specific areas for problem or tool usage limitations. They will be designated as either the "Limited Exercise Actions Area" or the "Unlimited Exercise Action Area". this designation will be made by the Host Agency.

**2.3.2.1 Limited, Unlimited and Rapid Exercise Action Area. (added 1/1/2011)** This area is where the teams will have unlimited use of any tools or combinations thereof, as approved by the TERC USA Committee. Personnel may use any rescue equipment they wish to complete the assigned task.

### 2.4 Tool Categories

For the purpose of the Regional Challenge only, the tools to be used will be categorized as Hand Tools, Pneumatic Tools/Lifting Bags, and Powered Hydraulic Tools.

#### 2.4.1 Hand Tools

These are the extrication tools that are designed primarily to be operated by human manual force. the mechanism of the tool is set into action directly or indirectly by human mechanical energy. These tools should be light in weight to be used by one person. A hand/foot operated hydraulic pump and a hydraulic tool may be used if it is light in weight.

#### 2.4.2 Pneumatic Tools/Lifting Bags

These are extrication tools that are designed primarily to be operated by pneumatic compression air or water force. The mechanism of the tools is set into action directly or indirectly by compressed air or water pressure generated energy.

#### 2.4.3 Powered Hydraulic Tools

These are extrication tools that are designed primarily to be operated by electric, gasoline, diesel, or gas powered units that supply the force for the tool's hydraulic

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operation. This would include air over hydraulic systems which would normally be used as a power hydraulic tool. Water powered tools would be classified in this category.

The hydraulic too setup will be:

- One (1) power unit (Single or Symo unit) or two (2) individual units
- One (1) spreader
- One (1) cutter
- One (1) Combo tool
- One (1) ram of each size available
- One (1) section of hose may be attached to each power port of the power unit.
- One (1) spare section of house (not attached)

#### **2.4.4 Prototype Equipment**

Prototype or homemade equipment that has been brought by a team may be used provided it has first been approved for use by the Head Judge, Safety Officer and a TERC USA designated person.

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### **Chapter 3**

#### **STANDARD GUIDELINES FOR TEAM SELECTION**

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##### **3.1 Team Number**

The maximum number to teams competing will be based on the TERC USA Regional Organizer recommendations to the Host agency. the maximum number of teams competing will be twenty-five (25).

##### **3.2 Team Selection Criteria**

1. Representatives of local fire/rescue departments in that region/state/providence.
2. Any team from outside the region or geographic region/state/providence.
  1. Foreign (Never competed in the Regional challenge)
  2. Any 2nd place team from any Regional.
3. Once a team has been selected from each region/state/providence department applying, start back at the region/state/providence department with the first team and select a second team.

##### **3.3 Team Members**

Teams will consist of members who are active currently with an emergency service agency.

This will be verified a Chief Officer or agency head.

##### **3.4 Regional Challenges**

A Regional Host team will have the option of competing in own regional or traveling to net closet's Challenge.

Judges will not be from the regional host department competing or traveling to compete.

##### **3.5 TERC Challenge Identification Number**

1. A Regional host must register the Challenge event with the TERC USA Secretary prior (as soon as the date is set) to the Challenge. The TERC USA Secretary will issue a TERC USA Challenge Identification Number (TERC USA CIN). This TERC USA CIN will be used as a reference number in all matters relating to the event. The TERC USA CIN will be forwarded to the TERC USA Judge's Committee for reference on the Judge's records.
2. A team advancing from a Regional to a National or [North American](#) Challenge, must show the TERC USA or TERC CANADA Regional Challenge Number on their application to verify that they competed in a TERC USA or TERC CANADA recognized event.

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## **Regional Auto Extrication Learning Symposium and Challenge**

### **Chapter 4**

#### **SCENARIO AND EDUCATIONAL COMPONENT GUIDELINES**

##### **Regional Auto Extrication Learning Symposium and Challenge**

#### **4.1 Scope**

This standard guideline sets the minimum requirements to be met by those who develop scenarios and educational components that are to be used at the Regional Auto Extrication Learning Symposium and Challenge. The purpose of this guidelines is to insure that basics set of rules govern the setting up scenarios to be used during the Challenge exercises, and the educational component minimum requirements. These are not intended to be restrictive to the Host agency, but have been developed in order to provide a certain degree of continuity in events.

##### **4.1.1 Regional Scenarios**

Scenarios are to be provided to the Head Judge by the TERC USA Committee.

#### **4.2 Basic Scenario Guidelines**

**4.2.1** All victims will be considered to be alive and stable, no DOA's. Because of the different protocols regarding the care and handling of the obvious or presumed dead at an incident, it is felt that all of the "victims" involved should be described as alive, stable for the entire exercise, and treated as such.

**4.2.2** There should only be one (1) entrapped victim. For the sake of simplicity and equality in the scenarios, it is felt that only one (1) of the victims involved should be actually trapped. Additional victims can be involved, but not entrapped.

**4.2.3** There should be no more than two (2) vehicles involved. For the sake simplicity and equality, a maximum of two (2) vehicles should be directly involved in the scenario. No restriction as to the type of vehicles in suggested. An additional vehicle may be in the scenario, but not directly involved.

**4.2.4** All victims shall be visible. Each of the victims will be able to be found and accessed without compromising the overall situation. Simply stated, "No Surprises."

**4.2.5** All scenarios and pits will conform to the a SAFETY GUIDELINES as adopted by the TERC USA Committee.

**4.2.6** There will be two (2) separate and distinct tool staging areas, one (1) for each pit.

**4.2.7** All scenarios should be easily set up and torn down. When planning, the Host agency should keep in mind that the Judges need time to caucus before the scenario is torn down, and time to review the next scenario before the next time begins.

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**4.2.8** All accessories for the scenarios should be portable and properly identified. Any props or accessories such as Jersey barriers, poles, trees, etc., need to be easily moved and out of place. If any prop is to represent something else, i.e., a wooden pole to represent a concrete pole, it will be plainly marked as such.

**4.2.9** All scenarios have to be completed within the twenty (20) minute time period.

### **4.3 Educational Component**

**4.3.1** When conducted, the educational symposium should have at least six (6) hours and not more than sixteen (16) hours of educational sessions. This will allow the Host agency to qualify the program for Continuing Education Units (CEU's) for the participants.

**4.3.2** The Host agency will provide the educational program objectives to the TERC USA Regional Organizer at least three months before the program.

**4.3.3** The TERC USA Committee will develop and provide, for reference and guidance, and educational resource list to any Host agency that request such.

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### **Chapter 5**

#### **STANDARD GUIDELINES FOR JUDGE SELECTIONAL CRITERIA**

Regional Auto Extrication Learning Symposium and Challenge

##### **5.1 Scope**

This standard deals with the criteria to be used in selecting those persons designated as Judges during the Extrication Challenge part of the Regional Auto Extrication Learning Symposium and Challenge. The selection of qualified persons to perform as judges is an important task of the TERC USA Committee. It is also important for participant in the Challenge to know that the people, who are appointed as a Judge, are fair and knowledgeable in vehicle rescue practices. The information contained in this standard describes the minimum qualifications Judges must have and other particular attributes that will ensure fair and unbiased ratings.

##### **5.2 Head Judge Selection**

This section deals with the selection process for the position of Head Judge for the Regional Challenges

**5.2.1** The position of Head Judge is a appointment made by the Local Host and the Transportation Emergency Rescue Committee USA upon recommendation by the TERC USA Judges Committee. The Head Judge Must be either a TERC USA or TERC CANADA certificated National or International Judge.

**5.3.1** The position of Judge at a Regional Challenge is an appointment made by the Transportation Emergency Rescue Committee USA upon recommendation by the TERC USA Judges committee to the TERC USA Regional Representatives who shall select Judges for Regional Challenges. Judges may be either TERC USA or TERC CANADA certificated Regional, [North American](#) or International Judges. Judges will be selected from an alternating list recommended by the TERC USA Judges' committee.

**5.3.2** The Scoring Coordinators will serve as the backup Judges and may be either TERC USA or TERC CANADA certificated Regional, [North American](#), or International Judges.

**5.3.3** If a Judge or Scoring Coordinator is associated/involved with the competing team, they will not be used in any capacity as a Judge or Scoring Coordinator at the Regional Challenge.

**5.3.4.** A JUDGE MUST ATTEND A JUDGES CLINIC WHICH WILL BE GOOD FOR THREE YEARS. THEY MUST HAVE THIS TO BE CONSIDERED TO JUDGE AT ANY EVENT. THIS IS TO INSURE THA ALL JUDGES ARE JUDGING BY THE CRITERIA AND UNDERSTANDS THE CHANGES IN THE EXTRICATION FEILD.

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#### **5.4 Safety Officer(s)**

The Safety Officer(s) shall ensure and provide for the safety of all persons at the practical extrication Challenge and/or demonstration session, including teams, Judges, set up workers, spectators, and all others present. The Safety Officer(s) will have the authority, regardless of rank, to intervene and control any aspect of the operations when, in their judgement, a potential or existing danger or unsafe condition exists. Safety Officers will position themselves so that they can observe as much of the activity in the Exercise Action Area as possible.

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### **Chapter 6**

#### **STANDARD CRITERIA AND GUIDELINES FOR JUDGING**

##### **Regional Auto Extrication Learning Symposium and Challenge**

#### **6.1 Scope/Purpose**

This standard set the minimum criteria to be used by those persons performing as a Judge during the Challenge segment of a Regional Auto Extrication Learning Symposium and Challenge. The purpose of this standard is to provide those persons designated as a Judge with a minimum criteria to be used in rating competing teams who participate in an Extrication Challenge event. It is not intended to be restrictive. It is intended to help and provide Judges a desired focus point for their rating process. The following information deals with the actual intent of the terminology used on the Judges Scoring Sheet, which is specifically designed for use at the Regional Challenge. In developing these term explanations, this standard also indicates the criteria for judging specific areas of consideration during the actual Challenge exercises. The judging of an Extrication Challenge exercise is the most important single function at these events.

#### **6.2 Coordination and Control**

**6.2.1 Size Up & Evaluation.** The size up and evaluation of the overall incident by the team (E.g., Were Hazards noted?)

**6.2.2 Incident Command.** The ability of the person in charge to evaluate the situation, develop a plan, and deploy manpower and resources effectively.

**6.2.3 Officer Control** The ability of the person in charge to effectively keep manpower and resources in action until successful completion of tasks. An example of poor control would be rescue personnel “free lancing” on the scene with no direction.

#### **6.3 Safety**

**6.3.1 Scene Stabilization/Safety.** This concerns overall scene stabilization and safety.

**6.3.2 Personnel Protection.** This concerns adequate head, eye, hand, body and foot protection, as determined by Challenge safety requirements, as well as the care taken by rescuers in safe tool operation.

**6.3.3 Patient Care.** Safety Contact and communications is established with patient and maintained. The patient is properly protected from physical harm during operations. Medical care and protocols are in accordance with recognized emergency medical practices.

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### **6.4 Techniques**

**6.4.1 Vehicle Stabilization.** Safe and secure stabilization of the vehicle. Example, was the movement that jeopardized the patient(s) and /or rescuer(s)?

**6.4.2 Rescuer Access to Patient(s)** The access to the patient(s) in a safe and timely manner.

**6.4.3 Controlled Metal Relocation.** The Relocation of vehicle parts and obstructions in a safe and timely manner using safe and sound techniques.

**6.4.4 Knowledge of Equipment.** Proper application of all tools the team elects to use.

**6.4.5 Option(s) In Relation to completion of Tasks.** The team's ability to select initial options and/or secondary options, if required, to complete tasks.

**6.4.6 Path of Patient Egress.** Was the patient made readily removable? Although patient removal is not scored, patient safety is considered if removal is conducted.

### **6.5 Speed**

Speed in relation to end result. Did the team utilize their time effectively?

### **6.6. Scoring**

**6.6.1** Sample copies of scoring sheets will be made available to the following;

- A.** Participating teams prior to the Challenge, with actual scoring number scales removed.
- B.** All attendees of the Challenge event, with actual scoring number scales removed.
- C.** Any publication prior to during, and after the Challenge, with actual scoring number scales removed.

**6.6.3 Scoring Sheet** (See attached)

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### **Chapter 7**

#### **Challenge SAFETY GUIDELINES STANDARD**

Regional Auto Extrication Learning Symposium and Challenge

##### **7.1 Scope/ Purpose**

This guideline deals with the safety practices and procedures for emergency services participating teams and Judges while participating in practice drills, with actual vehicles, for vehicle rescue Challenge programs or drills. It is a basic, recommended guideline that can be adapted to local conditions in order to serve as a standard mechanism to insure safe vehicle extrication training practices and procedures. All extrication scenario evolutions should be done under close supervision at ALL times. The line of authority shall be made clear to all participants in order that both the expected and unforeseen situations will be managed with the most efficiency, providing reasonable margins of safety for all concerned. Practical, hands on training for vehicle extrication using rescue tools, extrication tools, and actual vehicles, is an excellent means of training Fire/ Rescue service personnel. While this form of training provides high levels of enthusiasm and realism, it obviously carries with it many of the hazards associated with motor vehicle accident scenes. Extrication demonstration scenes must be planned with great care and supervised closely by Judges and Safety personnel. The information contained in this guideline is designed to ensure minimum adequate levels of safety while allowing the local organization necessary flexibility to utilize independent judgement based on local situations and level of rescue training to be accomplished. The TERC SA Committee or its designee will determine the amount of safety equipment needed, including fire extinguishing capabilities, emergency medical supplies, and personnel. Prior to conducting a extrication Challenge and/or demonstration, all participants will be briefed on these safety guidelines.

##### **7.2 Definitions**

Unless expressly stated elsewhere, the following terms shall, for the purpose of this guideline, have the meanings indicated.

**7.2.1 Acquired Vehicle.** A vehicle acquired by the authority having jurisdiction from its owner for the purpose of conducting practical vehicle extrication training evolutions. Ownership of acquired vehicles shall be determined prior to acceptance for use by the Local Host. Evidence of clear title should be required for all vehicles to be used for vehicle extrication training.

**7.2.2 Authority Having Jurisdiction (Local Host).** The local authority having jurisdiction (Local Host) is the local organization, local agency or local agency hosting the learning symposium and Challenge program that is responsible for approving rescue equipment, competing team personnel, and Challenge/demonstration procedures according to TERC USA approved guidelines.

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**7.2.3 Challenge.** A practical extrication demonstration using tools and procedures where a scenario is solved using actual vehicles. This is a rated and judged by a panel of expert Judges.

**7.2.4 Demonstration.** A Practical showing by example, of how a procedure, principle, tool, or method is applied. This is conducted by closely monitored extrication teams and Judges.

**7.2.5 Evolution.** A set of prescribed sequential action/events that results in a safe and effective vehicle rescue activity being accomplished or applied.

**7.2.6 “FREEZE”** universal term to be used by all individuals participating at the vehicle extrication Challenge sessions if they observe a dangerous or potentially dangerous action that may cause injuries to any participant(s) or cause damage to equipment or tools.

**7.2.7 Judge.** An individual deemed qualified by the TERC USA Judge’s Committee or its demonstrations using actual vehicles.

**7.2.8 Head Judge.** An individual deemed qualified by the TERC USA Judge’s Committee or its designee, to have overall charge and responsibility of the vehicle rescue extrication Challenges and demonstrations using actual vehicles.

**7.2.9 Metal Movement.** The movement of metal and wreckage on the acquired vehicle with rescue tools and equipment during practical Challenge or demonstration using actual vehicles.

**7.2.10 Safety Officer.** An Individual qualified by the Local Host, the TERC USA Judge’s Committee or its designee, to maintain a safe working environment at all times before, during and after, the vehicle extrication Challenge or demonstration session.

**7.2.11 Scope:** The scope of this protocol is to insure proper safety guidelines and mechanisms are in place to prevent injury, illness or worse at TERC sanctioned Extrication Challenge events.

**7.2.12 Purpose:** To give the host agencies a template to follow for safety guidelines in order to prevent injury, illness or worse at TERC sanctioned Extrication Challenge events. These guidelines are venue in nature and are not intended to preclude a more stringent guidelines from being utilized. Please incorporate these protocols/guidelines with your own jurisdiction’s activities associated with a TERC sanctioned challenge present several potential hazards and risks. This said, those hazards and risks need to be monitored controlled, avoided or eliminated for the safety of the participants and the spectators.

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**7.2.13 Safety Officer:** The Safety Officer's function is to develop and recommend measures for assuring personnel safety and assess or anticipate hazardous and unsafe situations. Only one Safety Officer will be assigned for each event. The Safety Officer may have assistant as necessary, and the assistants may also represent assisting agencies and jurisdictions. Safety assistants may have specific responsibilities, such as Pit Operations safety or Live Interior Judge protections and safety.

#### **7.2.14 Responsibilities-The Event Safety Officer should:**

- Participate in all planning meetings;
- Identify hazardous situations associated with the event;
- Review the IAP for Safety implications;
- Exercise emergency authority to stop or prevent unsafe acts;
- Assign assistants as needed; and
- Review and approve the medical plan
- Review and approve all vehicle and pedestrian traffic flow plans and eliminate any conflict between the two.
- Approve certifications/qualifications of equipment operators
- Approve all vehicles used in the event
  - Oil drained
  - Batteries removed
  - Hydraulic bumper shocks and other hydraulic cylinders/piston disabled
  - Trunk and interior of vehicle clear of hazards.

#### **7.2.15 Challenge Pit Assistant Safety Officers should:**

- Advise Head Pit Judge of safety hazards or unsafe acts that required a "Freeze" or stoppage of the competing team's efforts
- Approve placement and protection of Live Interior Judge and insure proper breaks and hydration.
- Insure there are no snakes, ants, spiders, etc.. in the vehicle prior to LVJ entrance
- Communicate any concerns that may not require immediate action the Head Pit Judge
  - Trip/slip/fall Hazards
  - Movement in vehicle/loose cribbing or ineffective stabilization methods
  - Electrical, hydraulic or air hoses near sharps or broken glass.
  - Any other concerns deemed as a mild hazard
  - Incorrect body placement (rescuer or extremities between the tool and the vehicle)

The Safety Officer's role in the protection and safety of the participants and spectators is paramount. The key to having a safe and productive event is preparation and knowledge of safety issues caused by the actions of the participants.

**7.2.16 Exercise Action Area.** An area (50 ft. x 50 ft.) designated by the Local Host or TERC USA Representative, in which the practical Challenge and /or demonstration will take place. The acquired vehicle(s) will be safely located within this area.

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**7.2.17** TERC USA An abbreviation for Transportation Emergency Rescue Committee United States. The governing body, or its designee, that is directly responsible for the successful completion of the International Challenge. Establishes and coordinates Regional and National Challenges, Judging standards, and criteria involving vehicle extrication.

### **7.3 Team Member Pre-Requisites**

**7.3.1** Team members participating in the Challenge sessions on acquired vehicles, within the exercise action areas, shall have a minimum level of experience and training

as prescribed within the guidelines set forth by the authority having jurisdiction (Local Host) or TERC USA

**7.3.2** Proof of appropriate injury liability coverage shall be required of all participants as set forth by the local authority having jurisdiction (Local Host).

### **7.4 Exercise Action Area**

Specific safety practices shall be applied to all designated exercise action areas for use in vehicle extrication Challenges and /or demonstrations.

**7.4.1** Exercise action areas should be cleared of obstructions upon which participants may trip or fall.

**7.4.2** Exercise action areas shall be as level a practical.

**7.4.3** Exercise action areas shall be keep free of all flammable liquid spills. (ID., Gasoline, engine oil, diesel, etc.) Any spills that occur during sessions shall be removed or make safe, pre requirements of the Safety Officer. Common and proper practice with flammable liquids in these areas shall be followed at all times.

**7.4.4** A minimum of one(1) inspected and certified multipurpose dry chemical fire extinguisher, shall be located and ready for use at each training action area. The fire extinguisher present shall be of a size designated by the authority having jurisdiction, and any local fire code, to be sufficient to handle any potential fires involving flammable liquids, plastics and common combustibles that are inherently present within the exercise action area. There should also be a manned, available for use, a fire service pumper on site and approved by the Local Host and TERC USA as being sufficiently capable of handling any fires that might occur in or near the exercise action areas or the vehicle preparation area.

**7.4.5** Permission for use should be obtained from the property owner if the training action is located on property not owned by the Local Host. Local requirements should be set forth by the authority having jurisdiction to be followed when dealing this permission procedure.

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### 7.5 Preparation of Acquired Vehicles

Any vehicle which is to be considered for use in a vehicle extrication Challenges and/or demonstrations should be properly prepared prior to the start of the session. In preparation to the required vehicles for particle extrication training, a visual inspection of the vehicle shall be made to determine any hazardous conditions that exist with the

vehicle that may compromise team members and Judge safety during the Challenge exercise.

**7.5.1** Gasoline or diesel fuel tanks on acquired vehicles shall be rendered safe or removed in accordance with accepted safe practices prior to use for vehicle Challenge and/or demonstrations.

**7.5.2** Removal neutralization of all hazardous storage or conditions shall be accomplished. Closed containers of any materials shall be removed from acquired vehicles and property disposed of per location guidelines.

**7.5.3** In order to secure optimum safety for all training participants from unforeseen hazards, a careful examination of the acquired vehicle or vehicles, will be conducted to determine that the following items have been addressed:

- A.** The electrical system of the acquired vehicle will be permanently disconnected, and the battery removed.
- B.** The fuel system and its contents have been rendered safe.
- C.** The trunk and other storage areas have been checked for hazardous materials.
- D.** the entire acquired vehicle should be checked for natural hazardous insects and animals common to the geography of the area in which the training is to be held.
- E.** Vehicles should be checked for impacted bumpers that are possibly loaded under pressure. If found or suspected, the acquired vehicle should not be used.
- F.** Air restraint bags neutralized or completely removed in accordance with recognized safety procedures for the vehicles.

**7.5.4** Acquired vehicles should not be crashed into one another or into stationary objects to simulate actual crash damage. This is an unsafe practice and should not be allowed under any circumstances.

**7.5.5** After completion of each scenario exercise, the acquired vehicle will be appropriately packaged for safe removal from the exercise action area. Previously removed items should be placed inside the vehicle securely. Doors still attached should be secured in the closed position. Roofs that have been removed or flapped back should be replaced and secured in their former general location on top of the acquired vehicle. Other requirements may be set by the Local Host or the TERC USA designee.

### 7.6 Acquired vehicles in Different Positions

When acquired vehicles used for practical vehicle extrication Challenges and/or demonstrations are placed in positions other than upright, on four wheels, certain safety

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precautions must be taken, special to this condition. Acquired vehicles placed on their sides or roofs will be considered as being very unstable and in a dangerous position. The authority having jurisdiction or a TERC USA designee must set up acceptable guidelines for safely placing acquired vehicles into these alternate positions.

**7.6.1** All acquired vehicles that are positioned on their sides, or under other vehicles or objects must be safely stabilized and “locked” into position by the Local Host. The Safety Officer and Judges will inspect the vehicles in these positions prior to use for practical vehicle extrication training.

**7.6.2** When teams are working on acquired vehicles on their sides, one Safety Officer must be stationed at one end of the vehicle to monitor any unexpected movement of the vehicle. Such movement may indicate that the vehicle is about to fall or otherwise become dangerous to the participants. The Safety Officer or Judge will clear the immediate area of all participants if such hazardous condition presents itself. A pre established signal (**FREEZE**) will be known to all participants prior to the activity.

#### **7.7 Spectator Safety**

All spectators and non-participants will be restricted to an area located outside the Exercise Action Area will be escorted at all times, and shall don appropriate protective clothing and equipment in accordance with this guideline. See section 7.10

**7.7.1** Appropriate control measures such as fencing, ropes, signs, or other barriers will be posted in clearly indicate the perimeter of the Exercise Action Area.

**7.7.2** Personnel allowed to observe or photograph operations, and allowed within the Exercise Action Area will be escorted at all times, and shall don appropriate protective clothing and equipment in accordance with this guideline. See section 7.10

#### **7.8 Safety Officer(s)**

The Safety Officer(s) shall ensure and provide for the safety of all persons at the practical extrication Challenge and/or demonstration session, including teams, Judges, set up workers, spectators, and all others present. The Safety Officer(s) will have the authority, regardless of rank, to intervene and control any aspect of the operations when, in their judgement, a potential or existing danger or unsafe condition exists. Safety Officers will position themselves so that they can observe as much of the activity in the Exercise Action Area as possible.

**7.8.1** One or more Safety Officers will be appointed by the Host agency and the TERC USA Committee, for all vehicle extrication practical sessions. The number of Safety Officers may increase according to the authority having jurisdiction’s local policy. a large number of participants inside the Exercise Action Area, with an inadequate number of Safety Officers assigned is an unsafe practice for this type of rescue training. Additional Safety Officers will be placed as deemed necessary by the Head Judge or

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Safety Officer in stance where multi-evolutions are preformed simultaneously on more than one vehicle.

**7.8.2** Responsibilities of the Safety Officer(s) will include but not be limited to:

**7.8.10** The Safety Officer(s) will not be assigned other duties that may distract them from fulfilling their assigned safety responsibilities.

### **7.9 Safety Requirements**

**7.9.1** The team captains shall see that all their team members are briefed prior to the Challenge on the recommended safety practices for the specific rescue tools and equipment that they are about to use.

**7.9.2** Manufacturer recommended safety practices for specific rescue tools and equipment shall be adhered to while being used at any vehicle extrication session. Use of tools beyond their normal recommended operating capabilities or in an unsafe manner will not be permitted under any circumstances.

**7.9.3** Tools and equipment must be maintained in safe operating condition at all times. The safe operating condition is determined by recommendations and requirements of the manufacturer and the Head Judge. Failure to do this is unsafe practice.

**7.9.4** Any tools or equipment damaged during use at the vehicle extrication session shall be noted by the Head Judge. The Head Judge shall notify the appropriate agency responsible for the tools and/or equipment of such damage. Failure to do so is a unsafe practice.

**7.9.5** Emergency medical capabilities will be available to handle any injuries. Any and all injuries to participants while taking part in the practical training should be quickly attended to. Written reports will be made on all injuries and on all medical aid rendered.

**7.9.6** The Local Host should be prepared to provide hydration and shade for participants. Breaks at regular intervals should also be allowed, with the Safety Officer keeping track of participant needs for hydration and recovery time due to the sometimes strenuous work.

**7.9.7** Alcoholic Beverages will not be present or consumed at the Challenge site during the hours of team Challenge. Evidence of alcohol consumption will result in the team being disqualified.

### **7.10 Protective clothing and Equipment**

Full Protective Clothing (PPE) including, coats, trousers, gloves, helmets, footwear, eye protection, and other apparel will meet safety requirements as designated by the TERC

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USA Committee. Participants in TERC USA Extrication Challenges shall wear full protective clothing, while acting as a participant or while in the Exercise Action Area. SCBA is not required. PPE shall meet or exceed NFPA requirements for Structural gear or its equivalent, or gear approved for use by the department head.

**7.10.1** Each participant or observer while working inside the Exercise Action Area, shall be provided, or will provide their own, appropriate protective clothing as required by

TERC USA guidelines. All participants or observers will be inspected prior to the practical session by the Safety Officer or Head Judge for the compliance.

#### **7.11 Weather Considerations**

The Local Host and the Head Judge will set up requirements for determining safe weather conditions in which practical outdoor sessions will be held. The Head Judge's decision on safety will be final.

**7.11.1** There are several factors of weather that can affect the safe training environment for vehicle extrication. There include, but are not limited to, heat, cold, rain, snow, lighting, humidity, and wind chill. Inclement weather should be considered as a safety hazard for this type of activity.

#### **7.12 Lighting**

Adequate lighting should be provided as appropriate to eliminate hazardous conditions caused by poor visibility. Lack of adequate lighting is considered a hazardous condition and should be remedied by the Local Host.

#### **7.13 The Wayne (Topper) Topping Emergency Medical Treatment and Transport Protocols for TERC Sanctioned Extrication Challenges**

**7.13.1 Scope:** The scope of this protocol is to maintain proper Emergency Medical Treatment and Transport capabilities at TERC Sanctioned Extrication Challenges (events). It is imperative that TERC mandate such a protocol in order to protect the participants as well as spectators at these challenges in the event of a medical emergency. With certain illnesses such as a stroke, respiratory distress or cardiac arrest, time is of the essence and immediate Advanced Life Support (ALS) care and transport are the only way to enhance survivability of these patients.

**7.13.2 Purpose:** To provide immediate Advanced Life Support (ALS) treatment and transport provisions at every TERC sanctioned extrication challenge (event) in order to protect participants as well as spectators. The provisions included in this protocol are somewhat vague in nature as every jurisdiction will have treatment protocols in place approved by the local Medical Director. Most States also have protocols with regards to the equipment and training levels of individuals that staff an ALS transport unit. This

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said, the local hosts/jurisdictions are to follow any local protocols and procedures in lieu of any recommendations in this protocol.

### 7.13.3 Staffing and Equipment Needs:

In order to provide adequate response and care, there has to be some type of methodology as to the number of personnel and transport vehicles needed at TERC sanctioned Challenges. Most States and the Federal Government have Studied “Special Events” and through research have determined some minimum requirements. Special considerations, which may affect the recommended medical resources, are:

- Time of day, night versus daytime event (school zones and rush hour traffic included)
- Day of the week
- Routes of Transport to three closest hospitals
- Number of active participants
- Alcohol availability and anticipated use
- Demographics of crowd
- Number of attendees
- Location of event/multiple locations
- weather/time of year
- Length of event
- Problems encountered with event in the past

**7.13.4** Typically, it is recommended that a Point of Contact (POC) or Special Event Coordinator/Incident Commander be appointed to research the above special considerations and develop a plan and assign Sections/Division/Group Officers for ease of coordination (Span of Control). **BEING PREPARED IS THE BEST MEDICINE.** At least one of the Division/Group Officers needs to be assigned to Medical Group/ Division should report the Operations Section Chief. The following are TERC;s

protocols which are to be closely adhered to unless there is a conflict with local protocol. If there is a conflict, please advise TERC Officials.

**7.13.5** If the anticipated attendance is less than 500 the host agency should have the following medical assets on-site:

- First aid kits with first aid staff at strategic locations around the \_\_\_\_\_ can't read what it says \_\_\_\_\_
  - Tool staging area
  - Spectator area
  - Vendor demonstration area
  - Judges staging/critique area
- 1 Immediate Care Field Aid Station for injuries or illnesses beyond first aid care (Immediate)
  - Paramedic or EMT-D with communications necessary to initiate the 911 System
  - Located in close proximity to challenge area and grandstands (200 yards maximum)

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- Immediate Care equipment including Automatic External Defibrillator (AED)
- Stretcher and seating for the Injured/ill with cool beverages and bagged ice (zip lock)
- 1 Advanced Life Support Transport unit (Advanced)
  - At least 2 Paramedics
  - Full compliment to ALS gear as approved by the host's State Medical Agency
  - Life pack or other cardiac monitor for Cardio-Rhythm assessment
  - Transport capabilities for up to 2 patients simultaneously
  - Unit should be staged near the challenge area where the most exertion will occur
  - A clear path of travel shall be provided for the ALS unit and the staging area
  - If an incident occurs and the ALS transport is utilized, another ALS unit shall respond to the event.
- Local Hospital Support
  - The closest hospital facility should be notified of the event in advance
  - Local responders should familiarize themselves with hospital preferences with regard to injury type (trauma, cardiac, respiratory, etc...)
- Air Medical Transport
  - Landing zones should be provided in cases where the trauma center exceeds a 15 minute ground transport time
  - Air Medical Transport should be given GPS coordinates for LZ in advance
  - LZ should be at a remote location to the event not to exceed 3 minutes ground travel time
  - LZ should be 75' x 75' in daylight and 100' x 100' at night and all local air medical LZ protocols should be adhered to if the attendance exceeds 500 participants and spectators, in addition first response ALS unit (not required to be a transport capable unit) should be available on site.
- No-Transport Advanced Life Support Unit
  - This unit may be the ALS engine, QR or squad from the local
  - Does not need to be transport capable
  
  - Meets the mandated State and Local Protocols for ALS equipment and staffing
  - Life pack or other cardiac monitor for Cardio-Rhythm assessment
  - This unit can be utilized for routine calls but on standby on the challenge site
  - A clear path of travel shall be provided for the ALS unit into and out of the staging area
  - This unit can not substitute for the ALS transport unit

### 7.13.6 Report Requirements and Follow-up:

- All state reporting requirements shall be adhered to
- If a participant is involved, the report should be made available to the participants employer in order to comply with worker compensation reporting requirements
- All HIPPA guidelines shall be adhered to with regard to patient confidentiality
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## **GUIDELINES**

### **Regional Auto Extrication Learning Symposium and Challenge**

- In the event of a severe injury occur, that may be debilitating, a close call investigation should be initiated by the host agency in conjunction with the participants employer
- Witness statements should be initiated immediately
- In the event of a line-of-duty death
  - The event will be immediately postponed
  - the area where the fatal injury/illness took place should be quarantined
  - Taped off with “DO NOT ENTER” tape
  - Local and State procedures for Line-of-Duty deaths should be initiated
    - Local Administrative/Command staff notified immediately
    - Participant’s Administrative/Command staff notified immediately
    - Witness statements should be initiated immediately
  - A media Representative should be designated specifically for this situation
  - An After Action or Lessons Learned Report should be made available to the TERC Safety Officer for review
  - The participant will be looked after/guarded from the time of death until transported back to their home/department
  - A vigil/memorial will be held for the LODD at the closing ceremony

More specific information regarding special events coordination can be found in the IS 15: Special Events Contingency Planning Job Aid Manual Online at <http://training.fema.gov/EMIWeb/downloads/is25aSpecialEventsPlanning> can't read\_\_\_\_\_

# GUIDELINES

## Regional Auto Extrication Learning Symposium and Challenge

### Chapter 8

#### TOOL LIST

Qty/Tools	Bring Over	Done
<b>Air Tools:</b>		
4- Air Bottles		
2- Air Chisels with Bits		
1-Impact Gun with Sockets (Standard and Metric)		
1-Air Ratchet with Sockets (Standard and Metric)		
<b>Cribbing:</b>		
4-4x4x8'		
4x4x6'		
4x4x4'		
4x4x2'		
24-Wedges Various Sizes		
24-4x4x18'		
24-2x4x18'		
12-6x6x18'		
8-Step Chocks (4 Sets)		
<b>Strut Systems:</b>		
4-Struts (can be mixed ex: 2 ground pad type & 2-self Manual or Air)		
<b>Lifting Tools:</b>		
1-Air Bag Set Various Sizes		
2- Jack Stands		
2-High Lift Jacks		
2-Go-Jacks		
Bottle Jacks (Minimum 2 Ton)		
1-Floor Jack (Minimum 2 Ton)		

## GUIDELINES

### Regional Auto Extrication Learning Symposium and Challenge

Qty/Tools	Bring Over	Done
<b>Climbing/Standing</b>		
1-6' Folding Ladder		
<b>Cutting:</b>		
2-Hack Saws with Spare Blades		
1-Glass Saw Manual		
1-Glass Saw (Corded or Battery) Designated Tool Only		
2- Reciprocating Saws (2 Corded or 2 Battery or 1 of each)		
1-Bolt Cutters		
1-Cable Cutters		
1-Ratchet Cutter (Steering Wheel Cutter)		
1-Chain Saw		
<b>Pulling &amp; Strapping:</b>		
2-Come-a-longs 1 to 3 Ton Capacity (Chain or Cable)		
2-J-Hooks with Length of Chain		
2-Chains 12' to 16'		
2-Chains 6' to 8'		
2-Chains 2' to 4'		
Miscellaneous Cluster Hooks for Chains		
6-Ratchet Cargo Straps Minimum 2 Ton		
Miscellaneous Straps (Cord/Rope/Bungee/Webbing)		

# **GUIDELINES**

## **Regional Auto Extrication Learning Symposium and Challenge**

### **Chapter 9**

#### **9.1 TERC USA**

#### **9.2 I.M.A.C.T Award Criteria.**

1. Nominees must be a paid member -individual or department (for the year of nomination)
2. Nominees must be in good standing with TERC USA
3. Nominees must have demonstrated, in the previous year, that they (individual or department) have made a positive IMPACT on the advancement of TERC

**9.3** To nominate a member (individual or department) please submit a letter of nomination that clearly explains the positive impact that the member has made in the previous year for TERC USA

**9.4** Please submit your nomination to the secretary by email by May 1st

**9.5** Committee members are the Executive Board

**9.6** Award winner will receive, 1 night stay at host Hotel, Banquet dinner ticket for self and significant other, commemorative plaque, travel expenses of \$150.00. Recipient will be notified 1 month prior to award being presented. If department is the recipient-one member shall receive the room/travel benefit and be present at the banquet.