

**NEW YORK STATE
VOLUNTEER AMBULANCE
AND
RESCUE ASSOCIATION**

DRILL RULES AND PROCEDURES

MAY 2014

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Section 1. Drill Officials

1a. Drill Committee

1. Selection of the Drill Committee Chairperson and the Drill Rules and Procedures Chairperson will be appointed by NYSVARA. The committee chair will then select their committee.
2. The Drill Committee shall consist of no less than three members.
3. At least one member of the committee must be a current NYS Certified Instructor Coordinator in order to ensure the problems shall be written according to current NYS BLS Protocols and Operational Policy and Procedures.
4. The Drill Committee will have final word on all matters concerning the drill.

1b. Drill Rules and Procedures Chairperson

1. The role of the Drill Rules and Procedures Chairperson will be to assure the rules are followed by all parties.
2. Teams not satisfied with the actions of the Drill Committee may file a protest to the Drill Rules and Procedures Chairperson and the NYSVARA who will then review if the committee should continue to run drills for the association.

1c. Drill Evaluators

1. Evaluators must be over 18 years of age and be a current NYS Certified EMT-B or higher.
2. Evaluators should be certified at the level of a New York State Lab Instructor or higher.
3. The Drill Committee may appoint evaluators based on experience in evaluating NYS Practical Skills Examinations, prior service as an evaluator for previous competitions, and prior experience in instructing practical skills. The evaluators will be considered on a case by case basis.

1d. Field Evaluators

1. The Drill Committee will serve as the field evaluators for the drill competition. Additional field evaluators will be provided at the discretion of the Drill Committee.
2. Field evaluators will watch the entire competition to ensure all of the drill rules and procedures are met.

Section 2. Entries

2a. General

1. In order to register for the State Drill Competition, ALL team members MUST be registered for the Annual Educational Conference.
2. All teams entered in the State Drill Competition must either be representing an organization which is in good standing with NYSVARA or ALL members of the team must be individual members of NYSVARA.
3. Entries for the State Drill Competition must be postmarked by the date specified by the Drill Committee.

2b. Youth Provider Teams

1. This division will be open youth members of an organization which is in good standing with NYSVARA.
2. The team shall consist of a captain, co-captain, one or two workers and a victim for the youth provider drill.
3. All youth members must be between the ages of thirteen and eighteen.
4. Members who either reach their eighteenth birthday or have completed a NYS EMT course cannot compete on a youth team.

5. Each team will provide a letter on organization stationary, signed by an adult officer stating the name, date of birth, and membership status of each team member.
6. All persons must provide valid proof of age if requested before, during or after the competition.

2c. Adult Provider Teams

1. This division will be open to members of an organization which is in good standing with NYSVARA or individual NYSVARA members.
2. The team shall consist of a captain, co-captain, one or two workers and a victim for the adult provider drill.
3. Teams who are representing an organization will provide a letter on organization stationary, signed by an officer stating the name, date of birth, and membership status of each team member.
4. All persons must provide valid proof of age if requested before, during or after the competition

Section 3. Competition

3a. General

1. Reference authority for all drills shall be the current New York State Emergency Medical Technician Basic Life Support Provider Protocols, the New York State Emergency Medical Technician-Basic Student Reference Manual, and the New York State EMT-B Curriculum. All protocols, policy and procedures effective prior to January 1st of the current year will be utilized. All protocols in effect after January 1st of the current year will apply the following
2. Only the Drill Committee (and the Drill Rules Chairperson when necessary), shall have access to any drill scenarios prior to the start of the drill.

3. The sealed scenarios will be opened and read at the evaluator's meeting. Any questions shall be addressed by members of the Drill Committee. Any changes deemed necessary will be made at this time.
4. Evaluators will not have contact with other persons after the scenario has been opened.
5. Scenarios will be designed to cover a wide variety of realistic situations which the pre-hospital care provider may encounter in any real-life situation.
6. The scenarios will have a written description of each situation. If moulage, or any other form of "treat as you find" is used, these descriptions will be provided to the team as they are discovered.
7. At the start of each problem, scenarios will be read from the floor, and teams will receive a minimum of two copies.
8. Team members may address their assigned evaluators with regards to clarification of the problem or any changes in the patient's condition.
9. The team captain shall be designated prior to the start of the competition, or each scenario in the case of substitution.
10. No substitution may be done after the problem has been read.
11. Each team will work identical drill problems.
12. Victims are to wear shorts, tee shirts and fully laced and tied sneakers. All other team members must be dressed uniformly.
13. The working area will be a minimum of 10 foot by 10 foot square.
14. The drill area must be kept clear of spectators at all times. A spectator's area will be setup whenever possible.
16. The Drill Committee reserves the right to halt any drill due to safety concerns.
17. Due to the possible transmission of blood-borne and air-borne pathogens, no mask is to be placed on the face of any drill participants.

18. No actual treatments that may cause harm to any team member shall be performed.

20. Any Emergency Medical Technician-Basic textbook may be utilized to enhance the education of the team members but will not be the reference authority.

3b. Equipment

1. Teams will provide their own equipment as listed.
2. No equipment may be added to kits once they have been checked and sealed.
3. All kits for the teams will be inspected prior to the start of the first scenario.
4. Any equipment in excess of the list will be removed and penalty points will be assessed. No team will be penalized for lack of equipment
5. Sizes of equipment required will be able to accommodate any member of the team.
6. Any additional equipment required for a competition will be provided by the host committee.
7. After equipment has been check at the start of the competition, items may be re- distributed to members of the team for use in their individual utility belts.
8. Since utility belts are part of the equipment list, they must remain in the confines of the competition area at all times or the belt will be removed from the problem.

3c. Equipment List

Immobilization

1	Patient conveyance device capable of supporting patients in the Fowlers
1	Full backboard
1	Vest type device or short backboard
6	straps capable of securing a patient to a long or short spine board
1	Multi Strap patient securing device
1	Head immobilization device with necessary straps or tape to properly immobilize a
2	Adjustable cervical immobilization collars OR one non-adjustable device to fit each member of the team.

Splints

4	18 inch padded board splints (at least 3/8 inches thick padding).
4	30 inch padded board splints (at least 3/8 inches thick padding).
2	60 inch padded board splints (at least 3/8 inches thick padding).
1	Traction splinting device (Hare, Sager, etc.)

Bandaging

1	Carrying case for essential emergency care equipment and supplies.
50	Sterile 4x4 gauze compresses (50 single or 25 double wrapped).
24	Triangular bandages
9	2" conforming roller bandage
9	4" conforming roller bandage
9	6" conforming roller bandage
5	Sterile universal dressings approximately 10x30 inches
9	5x9 sterile dressings
3	Bandage or EMT scissors
2	Sterile bed-size burn sheets
4	Eye dressings
3	Rolls of adhesive tape in two or more sizes
1	Roll of plastic or equivalent sterile occlusive dressings

Oxygen and Suctioning

1	Manually operated self-filling adult size bag valve mask ventilation device capable
1	Manually operated self-filling pediatric size bag valve mask ventilation device capable of operating with oxygen enrichment with a mask for a pediatric end air
5	Oro-pharyngeal airways to accommodate adult, pediatric and infant
4	Nasal-pharyngeal airways to accommodate adult and pediatric patients.
4	Adult Non-Rebreathing masks
2	Pediatric Non-Rebreathing masks
2	Adult Nasal cannulas
1	Portable suction device
2	Plastic Yankauer-type wide bore pharyngeal tips, individually wrapped
1	Pocket mask
1	Oxygen tank and Regulator

Other

1	Sealed Emergency Childbirth Kit
	500ml of normal saline in a plastic bottle within the manufacturer's expiration date (or simulated).
	500ml of sterile water in a plastic bottle within the manufacturer's expiration date (or simulated).
5	Blankets or sheets
2	Pillows with pillow cases
2	Cloth towels
2	Adult size Blood Pressure Cuff with gauge
1	Pediatric Size Blood Pressure cuff with gauge
2	Stethoscopes
4	Chemical cold packs (simulated)
4	Chemical heat packs (simulated)
$\frac{3}{4}$	Communicable disease kits (one for each team member not including
3	Oral glucose or equivalent
1	Bottle of Baby Aspirin (empty, expiration date simulated)
1	Adult Nebulizer Mask
1	Pediatric Nebulizer Mask
2	Vials of Albuterol (empty, expiration date simulated)
2	Epi-Pen Trainer
50	Pairs of disposable gloves
2	Penlights
1	Battery lantern or flashlight
3	Pens with blue or black ink
$\frac{3}{4}$	Watch with second hand may be worn by each team member

Each member may carry a "Utility Belt" but may not have additional supplies beyond the amount listed.

3d. Time allotments

1. Designated start times will be announced by the Drill Committee when the notice of the drill is announced.
2. All problems will be solved within a time limit set by the drill committee, not to exceed thirty minutes.
3. A team may indicate completion of their scenario before the time limit if they choose.
4. Two minutes will be given to the team to discuss the problem and will not count as the actual problem time.
5. Teams will be ready to compete at the time set by the Drill Committee.
6. Teams reporting late for the start of a competition will be penalized as set forth by the Drill Committee, which may be in the form of points or complete disqualification from the competition.

Section 4. Ambulance Competition

Rules to be determined

Section 5. Evaluating

5a. General

1. Evaluators for the competition will be determined by the Drill Committee. The drill committee will make every effort to ensure the evaluators do not have any affiliations with any of the competing teams.
2. Evaluators will be assigned to a different team for each problem. Each evaluator will give their undivided attention to the team they have been assigned in order to keep track of the team's actions throughout the problem.

3. Evaluators may not, at any time, be assigned to any team from their squad if so affiliated. If an evaluator does not divulge their department affiliation or attempts to hide their affiliation, the evaluator will be banned from the competition. Any team who knowingly conspires with any evaluator to gain an advantage will be disqualified.
4. Evaluators will be picked by a random lottery for each team by the Drill Committee prior to each scenario.
5. The evaluators will meet following the problem and complete one final score sheet based on their notes during the problem.
6. The Drill Committee may allow team member(s) to sit with evaluators during or after the completion of the score sheet. This would be for educational purposes ONLY and not an opportunity for the team to argue with the evaluator.
7. The decision of the evaluators is final concerning the actions by the team.
8. Evaluators will sign the final score sheet attesting to the accuracy to the best of their ability.
9. Teams will only have the ability to challenge the evaluators' actions as indicated in the Protests section. Every effort will be made to assure teams are treated in a fair manner and awarded points for their actions.

5b. Major Infractions

1. The following will be considered Major Infractions:
 - A. **Rough handling:** defined as excessive movement of an injured part or person that may inflict additional or new injury to the patient.
 - B. **Contamination:** defined as an: (1) action which introduces a pathogen to a patient with an open wound or mucous membrane that would be harmful to a patient. (2) An action which would introduce a pathogen to themselves or a team member.
 - C. **Victim Assistance:** defined as actions of the victim to provide an unfair advantage to their teammates.
 - D. **Sideline Assistance:** any form of communication from the sidelines to any team member.

5c. Scoring

1. All scoring will be based on correct answers provided during the competition including subtractions for major violations

Section 6. Protests

1. If a team feels they were treated unfairly by the evaluators, the team must protest in writing and within one hour of the end of competition, if they feel the evaluators missed an important action, did not provide the proper information to the team in a timely manner, or treated the team in an unfair manner. The Drill Committee will then review the protest with the evaluators and their score sheets to determine if the team deserves additional points. The decision of the Drill Committee will be final.
2. If a team fails to protest within one hour after the completion of the competition, no additional points will be awarded. However, the team may in writing make a complaint about the evaluators which will be reviewed to determine if the evaluators are at fault and determine if they should be allowed to evaluate again
3. Protests will be made first to the drill committee, and the Drill Rules and Procedures Chairperson. Protests can be made in writing to the NYSVA & RA if the team is not satisfied with the results of their initial protest. Protests will be evaluated and a written response will be provided to the team with any actions taken.
4. Actions taken by the drill committee, the Drill Rules and Procedures Chairperson, or the NYSVA & RA can be in the form of removal of the evaluators or committee, change in the rules and procedures, or additional supervision to correct the situation.

Section 7. Review and Awards

7a. Review

1. Final results of the competition including total scores shall be available immediately following the presentation of awards.
2. All score sheets will be returned to the teams no later than ten days following the competition, including a copy of the correct answers to all problems.

A review of the problems to provide rationale on the correct answers may be completed within 24 hours after the conclusion of the competition. This will allow all teams the opportunity to have a chance to review the problem in- depth and enhance their education on the proper assessment/treatments

7b. Awards

1. A minimum of three overall place trophies and two problem trophies will be awarded for each division.
2. Perpetual and Leg Cup trophies must be returned each year so that it may be presented to the winner at the Award's Ceremony. Any Leg trophy that is won by the same team for three consecutive years will be retired, with the replacement for the following year being provided by the team. The replacement will be of comparable quality.
3. Novice trophies may be awarded to a team who, in their first season, has not taken any awards.