
LS5

GEAR & EQUIPMENT

SURF LIFE SAVING
NEW SOUTH WALES



LS5.1 LIFESAVING VEHICLES (4WD)

Section: LS5 Gear & Equipment

Page: 1 of 3



**NEW SOUTH
WALES**

Date: December 2019

PURPOSE

To provide a minimum standard by which lifesaving vehicles shall be managed.

Lifesaving vehicles are defined as motor vehicles (excluding SSV) that are used for lifesaving operations (patrolling/emergency response).

POLICY

Lifesavers/Lifeguards required to drive as part of their patrolling duties will only be permitted to do so if they hold the following driver qualifications.

- Driver's license (Provisional or Open).
- Appropriate lifesaving qualifications for the patrol/response task.
- Vehicle induction (specific to that vehicle).

Surf Life Saving is not recognised by the State Rescue Board of NSW as an accredited rescue unit so vehicles shall abide at all times with speed limits and all relevant laws and regulations relating to vehicles (including registrations, speed, seat-belts, red-lights, parking). Lifesaving vehicles are not exempt from any fines and infringements, including during emergencies.

Vehicles operating on-beach shall minimise speed and shall operate with headlights and hazard lights on at all times.

PROCEDURE

Rescue Equipment

All vehicles assigned to patrol/response duties are recommended to carry the following lifesaving equipment during operational times:

- Surf Life Saving branding/magnets
- Oxygen Resuscitation Equipment + AED + First Aid Kit
- Rescue Board
- Rescue Tube + Fins
- Radio
- Spinal Equipment & Stretcher
- Loud Hailer/PA System
- Jumper Leads
- Torch/spot-light
- Reverse Beepers
- Compressor
- Snatch straps
- Tire pressure gauge

Any modifications including roll bars carry racks and storage containers must adhere to manufacturer's guidelines and be carried out in consultation with the manufacturer or dealer.

LS5.1 LIFESAVING VEHICLES (4WD)

Section: LS5 Gear & Equipment

Page: 2 of 3



NEW SOUTH WALES

Date: December 2019

Vehicle Branding & Surf Rescue/Lifeguard Magnets

Permanently branded lifesaving vehicles shall only be operated by approved personnel for approved duties.

Surf Rescue/Lifeguard Magnets shall be utilised only by approved personnel during lifesaving operations, such as Duty Officer Patrols or Emergency Response Callouts.

When the vehicle is being disposed, all surf lifesaving branding and equipment must be removed at the end of service.

Flashing Lights

Use of flashing lights shall be restricted to dedicated lifesaving vehicles (not private vehicles).

Flashing lights shall meet the relevant state laws/restrictions regarding use and colours (Note: red and blue lights shall not be used by lifesaving vehicles). SLS colours should be red and amber.

The use of flashing lights should be restricted to on-beach patrolling/emergencies and shall not be used on public roads. For the purpose of clarification, Surf Life Saving cannot utilise blue or blue/red combination of lights or a warning device (siren).

Use of flashing lights does not exempt lifesaving services from any laws, regulations and by-laws (including speed/parking).

REFERENCE

SLSA Brandbox (Branding guidelines)

LIFESAVING EQUIPMENT

4WD

There are three parts for 4WD vehicle branding stickers:

- SLS logo
- Checkered red and yellow stickers
- SURF RESCUE/LIFEGUARD stickers

The size of 4WD vehicle branding stickers will depend on the model of vehicle. It is recommended that a local sign writer measure the craft for the correct sticker dimensions.

A SLS brand/logo
B Vehicle ID No./registration
C Checkered stickers

16

LS5.1 LIFESAVING VEHICLES (4WD)

Section: LS5 Gear & Equipment

Page: 3 of 3



NEW SOUTH WALES

Date: December 2019

LIFESAVING EQUIPMENT

4WD

There are three parts for 4WD vehicle branding stickers:

- SLS logo
- Checkered red and yellow stickers
- SURF RESCUE/LIFEGUARD stickers

The size of 4WD vehicle branding stickers will depend on the model of vehicle. It is recommended that a local sign writer measure the craft for the correct sticker dimensions.



- (A) SLS brand/logo
- (B) Vehicle ID No./registration
- (C) Checkered stickers

LS5.2 ALL TERRAIN VEHICLES - SSV (SIDE BY SIDE)



NEW SOUTH WALES

Section: LS5 Gear & Equipment

Page: 1 of 2

Date: December 2019

PURPOSE

To outline requirements for Side by Side SSVs in lifesaving operations.

POLICY

All SSV drivers must be at least 17 years of age and:

- Hold a current and proficient driver's licence (provisional or open);
- Be a financial Surf Life Saving member or employed lifeguard (on active duty).

All SSV drivers must:

- Be inducted in the operation of the specific SSV by a nominated club/service officer.

PROCEDURE

Introduction

Side by Side All Terrain Vehicles (SSVs) enable suitably qualified lifesaving personnel to be more mobile and capable of quickly responding to emergencies both inside and outside of their patrolled area.

Operational Policy

All SSVs are to meet SLSA gear and equipment specifications. These specifications are outlined at: www.sls.com.au.

Single Seat (Quad Bikes) are no longer to be used by clubs/members for Surf Life Saving operations. Any use of 'quads' forfeits coverage by the association's insurance policy for any member/club/service involved in an incident.

SSVs shall abide at all times with speed limits and all relevant laws and regulations relating to vehicles (including registration, speed, seat-belts, red-lights and parking). Speed should be minimised at every opportunity. SSVs are not exempt from any fines and infringements, including during emergencies.

Local government and/or state regulations in relation to speed must be adhered to at all times.

The SSV should not exceed 20km/h under normal operating conditions. The speed limit for heavily populated areas and between the red and yellow flags is 5km/h.

It is the operator's responsibility to evaluate the environment to determine a safe and appropriate speed within these limits.

SSVs shall minimise speed and shall operate with headlights on at all times.

Passengers should not exceed maximums set within the SSV owner/operator manual.

Flashing lights and headlights should be turned on whenever 'underway'. If using two lights, the colours should be red and amber combinations. If using a single light, the colour should be only amber.

UNDER NO CIRCUMSTANCES ARE FLASHING LIGHTS TO BE USED ON ROAD.

Registration

All SSVs must be conditionally registered at the RMS annually.

LS5.2 ALL TERRAIN VEHICLES - SSV (SIDE BY SIDE)



Section: LS5 Gear & Equipment

Page: 2 of 2

NEW SOUTH WALES

Date: December 2019

Rescue Equipment

All on-duty SSVs shall carry the following lifesaving equipment and hold the following safety items:

- Rescue board
- Rescue tube & fins
- Radio
- Loud Hailer/PA System
- Reverse beepers (shall activate whenever in reverse)
- Flashing light (shall activate whenever SSV is moving)
- SSV must have side doors/barriers

No SLS Vehicle is permitted to use a siren on a road or carriageway. Sirens and lights are strictly for beach use only.

Any modifications including roll bars, carry racks and storage containers must adhere to manufacturer's guidelines and be carried out in consultation with the manufacturer or dealer.

Vehicle Branding

Branding for all Surf Life Saving SSVs shall comply with the SLSA Equipment and Uniform Branding Policy. This policy can be obtained through the SLSA Members Portal.

REFERENCE

SLSA Approved Gear and Equipment Manual

SLSA Brandbox (Branding guidelines)

Manufacturers guidelines



LS5.3 WATER SAFETY SIGNAGE

Section: LS5 Gear & Equipment

Page: 1 of 3



NEW SOUTH WALES

Date: December 2019

PURPOSE

To provide an overview of beach safety signage for lifesaving services.

POLICY

1. All Beach Signage and Flags shall be as per the National Aquatic & Recreational Signage Style Manual (3rd Edition) and Australian/New Zealand Standard 2416.
2. All Surf Life Saving personnel shall actively promote the use of signage systems to be compliant with the above when signage is not that of Surf Life Saving.
3. Any existing metal mobile beach signage should be replaced through natural attrition with the hard-plastic variety.
4. SLS services shall only utilise 'prohibition' signage where the appropriate delegated authority has been provided.

PROCEDURE

Signage serves an important part of the overall education program which aims to reduce the number and severity of incidents in the aquatic environment.

Signage systems provide important messages to the public. These messages fall into three categories:

1. Information
2. Warning
3. Prohibition

Type	Function	Example
Information	Indicate direction or give general information, location, etc.	Patrolled area to north
Warning	Warn the public of a danger, a potentially dangerous situation or a hazardous environment exists.	Swimming not advised
Prohibition	Indicate that certain activities are prohibited.	No dogs

Location

Signage should provide appropriate information at point of entry and reinforces specific messages and information at additional specific sites.

On-Beach (mobile) Signage

Lifesaving services personnel that have direct responsibility for on-beach signage shall ensure that signs and message boards are erected at the appropriate access points and/or hazard locations.

Lifesaving services personnel shall report on the availability & condition of all beach signage through their annual Gear and Equipment Inspections and patrol log book.

Presentation is an important part of the 'impact' of on-beach signage.

Safety signage (and flags) shall not have any form of sign-writing or content other than the requirements of ASNZ2416 and SLSA/SLSNSW policies/requirements. All forms of sign-writing/signage, flag-bases and flags must be endorsed by SLSNSW.

LS5.3 WATER SAFETY SIGNAGE

Section: LS5 Gear & Equipment

Page: 2 of 3



NEW SOUTH WALES

Date: December 2019

Signs should be made of plastic material and any metal signage should be replaced by natural attrition. Poles should be constructed of a non hazardous material that limits impact of injury.

Diamond vs Triangle Warning Signs

Lifesaving Services shall use the existing diamond shaped warning symbols/signs. The standard provides both a diamond and triangle option. No lifesaving service shall utilise 'triangle' warning symbols.



Mobile (Patrol) Warning/Hazard Signage

The 'swimming not advised' sign should be used to warn of strong currents/rips at high-risk locations and access points. The specific 'strong currents' hazard sign should generally not be used for mobile warning signage and should rather feature within appropriate permanent access signage (as recommended by an appropriate public coastal risk assessment). However the 'swimming not advised' sign may be displayed with descriptive text relating to the identified hazard leading to the recommendation that swimming is not advised (e.g. strong currents, dangerous rips and dangerous surf).



Swimming Not Advised



Strong Currents

***NB to be phased out through natural attrition**

Mobile (Patrol) Prohibition/Warning Signage

Unless a service has delegated authority and supporting legislation to enforce a prohibition, no mobile prohibition signage (red circle/white background) should be used, but rather warning/advisory signage should be used (yellow diamond).



Swimming Not Advised is the preferred sign



Prohibition Signage to be phased out through natural attrition

LS5.3 WATER SAFETY SIGNAGE

Section: LS5 Gear & Equipment

Page: 3 of 3



NEW SOUTH WALES

Date: December 2019

Rescue Craft Access Signage

All lifesaving services shall utilise a set of 2 'rescue craft access' signs to demarcate designated launching and beaching areas for powercraft (RWC, IRBs). Signage shall be placed at the water's edge on either side of the designated area and can be complemented by 'orange cones' as deemed necessary.



SSV/Vehicle Beach Access

On particular beaches and/or at particular times of year, it may be prudent to demarcate vehicle access onto/off the beach and/or from the patrol base to the waters edge. Orange cones can be effective in ensuring a 'path' is kept clear of patrons and their belongings.



REFERENCE

National Aquatic & Recreational Signage Style Manual (3rd Edition)

Australian/New Zealand Standard 2416:2010.1,2 & 3 - Water Safety Signs and Beach Safety Flags

LS5.4 WATER SAFETY FLAGS

Section: LS5 Gear & Equipment

Page: 1 of 2



NEW SOUTH WALES

Date: December 2019

PURPOSE

To outline water safety flag requirements for lifesaving services.

POLICY

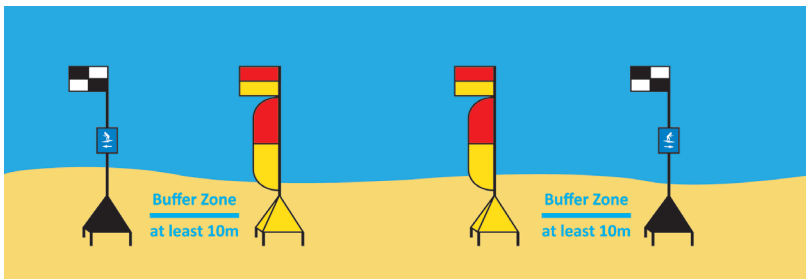
Red and Yellow Patrol Flag + Feather (augmentation)

Lifesaving Services shall utilise the red and yellow patrol flag with the red and yellow feather ('Beach Flag Augmentation') as its standard for indicating the patrolled swimming zone at beaches.

The 'feather' also enhances public identification of the patrolled area from in the water – so that the public can better ensure they continue swimming 'between the flags'.

Black and White Quartered Flag + Feather (surfcraft boundary)

Lifesaving Services shall utilise the black and white quartered flag (with optional feather) to indicate surfcraft exclusion zones where SLS services have delegated authority. Implementation of black/white 'feathers' shall require SLSNSW approval.



Display of surfcraft signage with black/white flags

SLS also endorses the use of surfcraft directional or probation signs to be used in conjunction with surfcraft boundary flags. This may be through the placement of signs on the 'flag pole' or 'pole base'. The most common example of this would be the use of a directional 'surfcraft' information sign on the flag pole (figure 4). The use of the surfcraft prohibition sign (figure 5) should only be used where the service has delegated authority and supporting legislation to prohibit the activity.



Figure 4 – Surfcraft Directional Signage
(as shown in A/NZS 2416:2010.2)



Figure 5 – Surfcraft Prohibition Signage (as shown in A/NZS 2416:2010.2)

LS5.4 WATER SAFETY FLAGS

Section: LS5 Gear & Equipment

Page: 2 of 2



NEW SOUTH WALES

Date: December 2019

Table 1 - Flags approved for use by Lifesaving Services in NSW.

1		PATROL FLAG	Pair of flags to signify a swimming and bodyboarding zone which has a patrol on-duty.
2		PATROL FLAG – FEATHER	Additional ‘feather’ flown only with rectangular patrol flag.
3		SURFCRAFT BOUNDARY FLAG	Pair of flags used to demarcate a surfboard and other water craft zone or boundary. To signify a zone, or the boundary of a zone, designated for use of surfboards and other water craft.
4		SURFCRAFT BOUNDARY FLAG – FEATHER	Additional ‘feather’ flown only with rectangular surfcraft boundary flag.
5		CLUBHOUSE PATROL FLAG	Single flag flown from clubhouse/tower to signify an active on-duty service. Shall only fly if patrolled area is open.
6		SIGNAL FLAG	Pair of flags used by lifesaving services to signal other lifesavers.
7		EMERGENCY EVACUATION FLAG	Emergency evacuation. To signify that people should leave the water because of an emergency.

LS5.5 FIRST AID EQUIPMENT

Section: LS5 Gear & Equipment

Page: 1 of 1



NEW SOUTH WALES

Date: December 2019

PURPOSE

To provide guidance relating to the requirements for first aid/emergency care equipment for lifesaving operations.

POLICY

SLSNSW first aid equipment requirements are generated from the "Safe Work Australia, First Aid in the Workplace, Code Of Practice."

The document can be found at: www.safeworkaustralia.gov.au

Example of Contents for a First Aid Kit.

For an example of the equipment list, refer to www.safeworkaustralia.gov.au. In addition 2 x CAT tourniquet should be included in all First Aid Kits.

First Aid/Medical Room:

The contents of a first aid room should suit the hazards that are specific to the workplace.

The following items should be provided in the room:

1. A first aid kit or supplies appropriate for the workplace
2. Minimum contents list
3. Trauma kit including 2 x tourniquet
4. Hygienic hand cleanser and disposable paper towels
5. An examination bed with waterproof surface and disposable sheets
6. An examination lamp with magnifier
7. A cupboard for storage
8. A container with disposable lining for soiled waste
9. A container for the safe disposal of sharps
10. A bowl or bucket (minimum two litres capacity)
11. Electric power points
12. A chair and a table or desk

The location and size of the room should allow easy access and movement of injured people who may need to be supported or moved by stretcher or wheelchair.

A first aid room should:

- Be located within easy access to a sink with hot and cold water (where this is not provided in the room) and toilet facilities.
- Offer privacy via screening or a door.
- Be easily accessible to emergency services (minimum door width of 1 metre for stretcher access).
- Be well lit and ventilated.
- Have an appropriate floor area (14 square metres as a guide).
- Have an entrance that is clearly marked with first aid signage.

LS5.6 OXYGEN RESUSCITATION EQUIPMENT

Section: LS5 Gear & Equipment

Page: 1 of 2



**NEW SOUTH
WALES**

Date: December 2019

PURPOSE

To establish appropriate requirements for the provision of oxygen resuscitation equipment.

POLICY

All personnel required to use oxygen resuscitation equipment should be appropriately trained and qualified.

All oxygen resuscitation equipment should meet SLSA and SLSNSW standards.

PROCEDURE

Equipment Requirement Guidelines

An oxygen resuscitation kit should contain the following items as a minimum:

- 1 x Standard 'C' size medical oxygen cylinder
- 1 x Australian Standard Regulator
- Three (3) settings; 8L/min, 15L/min, Off
- gas contents gauge
- 1 x BVM (Bag Valve Mask)
- 2 x Resuscitation Masks – Child and Adult (Sterile packaged)
- 2 x Therapy Masks – Child and Adult (Sterile packaged)
- 1 x Cylinder Key Wheel/Lever (Permanently attached with chain/rope to interior of casing)
- 2 x Oxygen Tubing
- Soft plastic
- 2m in length
- 5mm in diameter
- 2 x Spare Sealing Washers (Stored in a watertight container)
- 3 x Oropharyngeal Airways in Various Sizes
- Pen and Notebook (To record patient details)
- Disposable Gloves (2 pairs)
- Rescue sheet (space blanket)
- Spare stocks of oxygen masks and tubing etc
- Penlight torch
- Manual suction unit
- Coloured Chalk

Carry Case/Bag

The carry case/bag for oxygen resuscitation equipment must be:

- Of durable material, sturdy in design and able to protect contents from damage;
- Of non-corrosive material;
- Able to accommodate all the necessary equipment in a safe and orderly manner;
- Able to safely secure an oxygen cylinder (either internally or externally) to prevent movement of the cylinder;
- Be as water resistant as possible dependant on material/s used.

LS5.6 OXYGEN RESUSCITATION EQUIPMENT

Section: LS5 Gear & Equipment

Page: 2 of 2



**NEW SOUTH
WALES**

Date: December 2019

Technical Servicing (external)

A qualified operator should closely check equipment. The oxygen regulator should be serviced annually, preferably during non-peak times (winter months), and all consumable equipment checked for expiry.

Cleaning

After having carried out resuscitation with an air bag resuscitator it is very important to clean all the equipment to minimise the chance of spreading disease or infections.

- Disposable Bag-valve-masks are recommended (disposed of after use).
- Oxygen therapy masks, regurgitation valves and resuscitation tubing should be discarded after use.
- Disassemble patient valve, wash in soapy water to remove all solids, rinse in fresh running water and assemble.
- Wash air bag in warm soapy water, rinse in fresh running water and assemble.
- Disassemble rear valve, wash in warm soapy water, rinse in fresh running water and re-assemble.
- Wash reservoir valve (bag only) and oxygen reservoir in soapy water and rinse in fresh running water.
- Then soak all parts in a solution of at 10% bleach for at least two minutes.
- They should then be rinsed and dried (not in direct sunlight). Refer to SLSA Policy.
- Operate all features after drying before storage.

LS5.7 AUTOMATIC EXTERNAL DEFIBRILLATORS (AED)



**NEW SOUTH
WALES**

Section: LS5 Gear & Equipment

Page: 1 of 1

Date: December 2019

PURPOSE

To establish the appropriate requirements for the provision of defibrillators.

POLICY

All personnel required to use defibrillator equipment should be appropriately trained and qualified. All defibrillator equipment should meet SLSA standards.

PROCEDURE

Deployment

All NSW SLSCs are to maintain an operational AED at all times.

Due to the nature of cardiac arrest and the importance of “time to first shock” it is necessary that the AED is located with other first response equipment (on/in rescue vehicle etc) or at a common accessible location (patrol tent etc).

Equipment

An AED Kit must contain the following items as a minimum:

- AED (SLSA Endorsed) and AED Pads
- Pen and paper
- Small towel (for drying chest)
- Non-alcohol wipes
- Clothing shears (for cutting heavy clothing/wetsuits)
- Disposable razor
- Disposable gloves and resuscitation mask (unless included with the accompanying first aid or oxygen resuscitation kits)
- Water-resistant carry case (waterproof pelican-type case preferred)

REFERENCE

SLSA Approved Gear and Equipment Manual

LS5.8 METHOXYFLURANE

Section: LS5 Gear & Equipment

Page: 1 of 5



NEW SOUTH WALES

Date: December 2019

PURPOSE

To outline SLSNSW policy & procedure for methoxyflurane use in lifesaving operations.

POLICY

Background

Lifesavers/Lifeguards are often primary responders to emergencies where a patient is in significant pain. Some of these incidents occur at relatively isolated locations where paramedic assistance can be some time away. The administration of basic pain management medicine can add value to service provision in some areas where there is proven need.

Introduction

The provision for clubs/services to hold pain management medicine requires adherence to strict NSW Department of Health regulations and SLSNSW approval – specifically related to need, supply, training, storage and auditing/reporting requirements.

Pain Management Medicine Type

The pain management medicine approved for use by NSW Lifesavers and Lifeguards is restricted to methoxyflurane dispensed from an approved inhaler.

Authorised Personnel

Methoxyflurane is to be administered by an authorised person, only for the purpose of emergency first aid in the course of their duties as a member or employee of SLSNSW, in accordance with the protocols issued by SLSNSW and SLSA, and in accordance with the authority issued under the Poisons and Therapeutic Goods Regulation by the NSW Department of Health.

Approval to hold Methoxyflurane

Clubs/services seeking to hold methoxyflurane must complete a 'SLSNSW Application to Stock Methoxyflurane' form outlining their desire to obtain and administer methoxyflurane and the proven need and club/service capacity to do so effectively.

Clubs/Services must forward completed application form to Branch for endorsement. Branch must endorse the application before SLSNSW can review the application.

Approval will be subject to the review of the application by a panel made up of the Director of Lifesaving, Lifesaving Manager, Education Manager and Manager Australian Lifeguard Services (NSW).

A set number of units (inhalers) will be approved for a club/service.

Approval considerations will include:

- Distance/average response time to ambulance services – a club/service within a close distance/response time to ambulance services may not be eligible to hold methoxyflurane.
- Club patrol membership size – whether the club/service holds a sufficient number of personnel to make the provision of methoxyflurane effective.
- High incident numbers and frequency of need.
- Personnel qualified in the administration of methoxyflurane.

LS5.8 METHOXYFLURANE

Section: LS5 Gear & Equipment

Page: 2 of 5



NEW SOUTH WALES

Date: December 2019

Training/Personnel Requirements

Under the provisions of clause 166 of the Poisons and Therapeutic Goods Regulation 2002, (now clause 170 of the Poisons and Therapeutic Goods Regulation 2008) only a SLSNSW member or employee who meets the following requirements is authorised to administer methoxyflurane for initial pain relief in persons suffering an injury:

Conditions of Authorisation

SLSNSW member or employee (current/financial)

Holder of:

- SLSA Certificate in Silver Medallion Advanced First Aid (current)
- SLSA Certificate in Advanced Resuscitation Techniques (current)
- SLSA Certificate in Pain Management or equivalent (current) as endorsed by Surf Life Saving New South Wales

Additional Requirements

- 18 years of age (minimum)
- First Aid (current)

Note: Equivalent (non-SLS) first aid qualifications will be recognised.

Authorised persons are to be re-accredited to the satisfaction of the SLSNSW Director of Lifesaving at least every two years and documentary evidence of re-accreditation retained by SLSNSW in the authorised person's service records.

Methoxyflurane Supply

In accordance with the NSW Department of Health authority the supply of methoxyflurane shall be to approved clubs/services with SLSNSW as the only supply agent.

Approved clubs/services shall submit a purchase request on the approved 'Order Form for Methoxyflurane' to SLSNSW.

Orders following the initial (first time) supply must be accompanied with a copy of the incident log which resulted in the use of stock.

Reporting (forms/documents)

A 'Drug Register Logbook' shall be maintained within the lockable storage cabinet with the supply of methoxyflurane and utilised by the patrol/service captain (who holds the key) to 'sign-out and sign-in' the drug when released for patrol duties and also log drug use (incident) and resupply.

A 'Patient Handover Form' shall be used and completed by the authorised personnel administering the drug. A copy is provided for handover to Ambulance.

A 'Methoxyflurane Order Form' shall be submitted to SLSNSW by the club/service wishing to obtain or replenish its stocks of methoxyflurane.

A copy of the relevant 'incident log' which gave rise to the need to replenish stocks shall be provided with the 'Methoxyflurane Order Form' to SLSNSW.

A copy of the 'Patient Handover Form' shall be provided to SLSNSW with the 'Order Form for Methoxyflurane'.

LS5.8 METHOXYFLURANE

Section: LS5 Gear & Equipment

Page: 3 of 5



**NEW SOUTH
WALES**

Date: December 2019

Records relating to the administration and disposition (receipt and supply) of methoxyflurane are to be retained for twelve months.

Storage

Lifesaver/Lifeguard Sites

Methoxyflurane shall be stored in a locked cabinet which is either fixed or not easily moved. Access to the cabinet is via a key or electronic code by the authorised service captain only (Club Captain, Patrol Captain, Lifeguard Supervisor etc). The register of keys/access shall be maintained by the Club Captain or Lifeguard Supervisor.

During lifesaving duties the methoxyflurane may be 'signed out' from the drug register and placed within the first aid kit or similar so long as it remains under the direct supervision of the authorised lifesaver/lifeguard at all times. At the completion of duties, or when not under the direct supervision of the authorised lifesaver/lifeguard, the methoxyflurane must be signed back in and locked within the designated lockable storage cabinet.

The signing into an out of the drug register should be done by the lifesaver/lifeguard in charge and witnessed by another lifesaver/lifeguard if at all possible.

Vehicles

A vehicle registered to a lifesaving/lifeguard service, which is in use for lifesaving duties, may be used to secure drugs in so long as they are stored in a lockable secure area of the vehicle and the key to that secure area and vehicle remain with the authorised lifeguard/lifesaver who has signed the drugs out from the patrol base/club.

Disposal

All used/empty drug ampoules requiring disposal are to be placed in a 'sharps container' and disposed of as per 'sharps' requirements. This includes:

- Empty ampoules

All ampoules containing Methoxyflurane requiring disposal must be disposed at a Chemist or Pharmacy and a disposal certificate received. This includes:

- Expired ampoules
- Damaged ampoules (refrain from transporting damaged ampoules which are leaking)

Where Ambulance services attend the incident, request ambulance services to dispose of used ampoules.

LS5.8 METHOXYFLURANE

Section: LS5 Gear & Equipment

Page: 4 of 5



**NEW SOUTH
WALES**

Date: December 2019

Audits

In accordance with the NSW Department of Health authorised clubs/services holding methoxyflurane shall be regularly audited at intervals of not more than two months. This shall be completed in a combination of the following ways:

Club/Service Captain to maintain internal records of supply/use of methoxyflurane. These are available for audit presentation and inspection at any time. Club Captains shall conduct their own internal checks/audits of supplies and storage requirements regularly.

SLSNSW shall review each methoxyflurane order against the required copy of the incident log, which generated the need for additional supply.

SLSNSW (or an authority delegated to by such) shall retain the right to randomly inspect a club/service against the requirements of this SOP and associated regulations.

Branches and the Australian Lifeguard Service shall include in their annual 'Gear and Equipment Inspection' processes inspection/audit of club/service adherence to this SOP and associated regulations.

Misuse/Breach of Requirements

A report of misuse or breach of the regulations/rules within this and associated documents shall result in the immediate suspension of a club/service from utilising methoxyflurane until an investigation is concluded.

Investigation shall be conducted by the Director of Lifesaving, Lifesaving Manager, Education Manager and Manager of Australian Lifeguard Service (NSW) (or agent delegated to by such).

Should misuse/breach be proven, the following shall occur:

- The immediate and indefinite suspension of Club/Service from use/stocking of methoxyflurane (or any other pain management medicine).
- Medicine misuse shall be referred to the NSW Police as a criminal matter.
- The individual/s involved shall be immediately suspended from the organisation, pending appearance in front of the State Disciplinary Committee.
- Any individual/s proven to have misused the drug in a non-emergency situation shall at a minimum be suspended from the organisation for a period of 2 seasons. Depending on the scale of misconduct, expulsion from the organisation may be considered.

Administering Medicine (Methoxyflurane)

The administration of methoxyflurane by authorised personnel to a patient shall adhere to the requirements within the SLA Pain Management Certificate and relevant regulations outlined in this SOP and related regulations/rules.

Methoxyflurane shall not be administered to any patient who intends to transfer themselves to hospital, other medical centres or none at all. Methoxyflurane shall only be administered where a direct 'handover' can be undertaken from Lifesavers/Lifeguards to ambulance/hospital staff.

Administration to a patient is limited to 6ml/day (or 2x 3ml ampules).

LS5.8 METHOXYFLURANE

Section: LS5 Gear & Equipment

Page: 5 of 5



**NEW SOUTH
WALES**

Date: December 2019

In addition:

- Patient Handover Forms shall be maintained with the methoxyflurane and used for any/all incidents where methoxyflurane is administered, with a copy being forwarded to SLSNSW with a copy of the incident log.
- An Incident Log must be completed and submitted to SLSNSW. Ambulance/hospital staff (or equivalent) must be notified during the 'hand-over' that the patient has been administered methoxyflurane.
- The name of the patient to whom the drug is administered should also be recorded in the drug register, signed by the administering lifesaver/lifeguard and witnessed by another lifesaver/lifeguard, if at all possible.

REFERENCE

SLSNSW SOP – Administration of Methoxyflurane

SLSA Policy 3.12 – Pain Management

Poisons and Therapeutic Goods Regulations Act 2002 (refer 2008 revision)

NSW Department of Health Authorisation (SLSNSW)

Application to Stock Methoxyflurane Form

Methoxyflurane Order Form

Patient Handover Form

Incident Log

LS5.9 PUBLIC RESCUE EQUIPMENT (PRE)

Section: LS5 Gear & Equipment

Page: 1 of 1



NEW SOUTH
WALES

Date: December 2019

PURPOSE

To provide guidance relating to the use of publicly accessible lifesaving equipment for public emergencies.

POLICY

Lifesaving services are encouraged to conduct a risk assessment on whether Public Rescue Equipment (PRE) should be provided where or when traditional lifesaving services are not available. Any risk assessment on the provision of PRE should be undertaken in consultation with the local Land Manager.

Most commonly in NSW, PRE refers to a Rescue Tube, Angel Ring, and publicly accessible defibrillator (AED). All proposed PRE installations require written approval of both the Branch and SLSNSW before proceeding.

PROCEDURE

Lifesaving services that place or are advised of the placement of a form of PRE should notify SLSNSW for inclusion and dissemination of any records that SLSNSW may keep.

Lifesaving services should regularly check areas where PRE exists to ensure they have not been used or removed as a result of theft.

When any PRE is used an emergency and the lifesaving services are aware of its use, notification of this should be given to SLSNSW via an Incident Report Log being completed and forwarded as soon as possible after the event.

Note: PRE shall not be considered as part of minimum equipment for patrolling use i.e. the provision of a public access defibrillator is not to be considered as patrolling equipment and a defibrillator must be with the patrol at all times.

LS5.10 SLSA EQUIPMENT POLICIES

Section: LS5 Gear & Equipment

Page: 1 of 1



**NEW SOUTH
WALES**

Date: December 2019

PURPOSE

To provide guidance relating to the use of lifesaving equipment

POLICY

Equipment specifications and policies are endorsed by the National Board of Lifesaving. All members have a responsibility to ensure that all policies are followed at all times. The most current versions of these policies are located on the SLSA members portal.

At the time of publication of these Standard Operating Procedures they were as follows:

- Use of SLSA Equipment
- New and Modified Equipment
- Gear and Equipment Specifications (Lifesaving)
- SLSA Approved Gear and Equipment Manual
- SLSA Equipment and Uniform Branding
- IRB Outboard Motor Sealing Process