

Training BULLETIN

A Training and Education Update for PADI Members Worldwide

THIRD QUARTER 2010

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Training Bulletin Required Reading

This update is the primary training communication from your PADI Office to you. It announces PADI training standards and procedure changes and their implementation date. Your PADI Membership commitment requires you to keep abreast of PADI standards by reviewing and putting into practice the information in this quarterly update. Check with your PADI Office for more information.



Training

American Council on Education Audit Results

The American Council on Education's College Credit Recommendation Service (ACE Credit) recently reviewed and approved 17 PADI courses for college and vocational credit recommendation. The ACE review team consists of educational professionals from various colleges and universities throughout the US.

The team was very complimentary of PADI and these programs; in particular PADI TecRec courses and the quality of PADI and EFR educational products. Though PADI courses have been approved for college credit recommendations for many years, this re-audit and subsequent recognition is testament to the quality and educational validity of the programs you teach.

You and your students (in the USA only) may apply for credit, download the Student Transcript Request form from the Pros' Site: Training Essentials/Forms and Applications/General.

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ACE Credit Recommendations for PADI Courses	Lower division baccalaureate/ associate degree	Upper division baccalaureate/ associate degree
Open Water Diver	One hour	
Advanced Open Water	One hour	
Rescue Diver	One hour	
Enriched Air Diver	One hour	
Underwater Navigator	One hour	
Search and Recovery	One hour	
Night Diver	One hour*	
Dry Suit Diver	One hour*	
Deep Diver	One hour	
Wreck Diver	One hour*	
Tec 40	One hour	
Tec 45	One hour	
Tec 50	One hour	
Tec Trimix		Two hours
Divemaster	Two hours	
IDC		Three hours
EFR Instructor	One hour	

*Vocational certification only

PADI's Guide to Teaching – Digital

PADI's *Guide to Teaching* (English) is available in digital format now, or coming soon to your PADI Office.

For instructor candidates, choose:

- IDC crewpak Product No. 60038 (English), which includes PADI's *Guide to Teaching* book format and digital format with hologram; or
- Product No. 70936 PADI's *Guide to Teaching* digital with hologram.

For existing instructors who want a digital version, choose PADI's *Guide to Teaching* with no hologram, Product No. 70917.

Communication Key to Successful Referrals

Prepare your entry-level student divers for a positive referral experience by making sure documentation is complete and by helping them connect with another PADI Dive Center or Resort.

Use the PADI Open Water Diver Course Record and Referral Form (Product No. 10056), which is available as part of the Student Record File (Product No. 10058), in the PADI Log Book (Product No. 70047) or can be downloaded from the PADI Pros' Site.

Remember to indicate whether the student diver learned dive planning by using a dive computer; the RDP Table or the eRDP_{ML}. The latest form has related tick boxes for your convenience.

Contacting a dive center or resort to help to the student diver make arrangements to complete training allows you to:

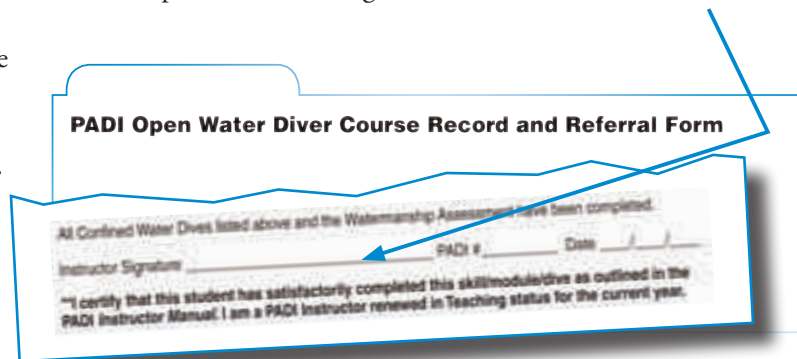
- Check that a PADI Instructor is available to complete training within the diver's schedule.
- Ask about any additional required documents, such as a medical form with a physician's clearance.
- Inform the diver about additional costs, such as fees for completing training, equipment rental, boat fees, etc. Provide the dive center

or resort with your contact information in the event of a question or problem when the student diver arrives.

- Establish a relationship with the dive center or resort for future referrals.

Save time...

Did you know that on the PADI Open Water Diver Course Record and Referral Form you only have to sign off once if you conduct all knowledge development or all confined water dives or all open water dives? Simply sign the line at the bottom of the segment to indicate that you completed all of the components of that segment with the student diver.



Verifying Course Prerequisites

Where Does Commercial or Military Diving Background Fit in?

Divers with commercial diver or military diving backgrounds may have extensive dive knowledge and have logged lots of time underwater, however, their education and experience is different than that of recreational divers – different surface support, different equipment and different operational procedures. Some commercial or military divers have very little experience on open circuit scuba.

It's especially important to check all the prerequisite certifications *before* accepting a diver into a PADI course. Because PADI continuing education course knowledge and skill sets build from one course to the next, candidates must be prepared to handle the course content. This is particularly important

at the Divemaster level. If you have questions about accepting divers with commercial or military diving experience into a PADI course, work with your PADI Office in advance of training to determine where to start the diver.

Remember that PADI certifications are awarded only to those who successfully complete a PADI course. Divers from other organizations who want to receive a PADI certification must first be assessed to assure readiness for training, and then successfully complete a PADI course. When submitting the Divemaster Application to PADI, check to see that documentation for nonPADI prerequisite training is included.

Training

Divemaster Course Equipment Exchange Skill

During the Practical Application of the Divemaster Course, candidates demonstrate the ability to solve *unanticipated problems* underwater by exchanging all scuba equipment (except exposure suits and weights) in confined water with a buddy while sharing a single regulator second stage.

If divemaster candidates have no experience sharing a single regulator second stage, you need to show candidates how to do this before the exercise. Keep in mind that variation from normal diving practice is acceptable, for example, the traditional buddy

breathing technique of each diver taking two breaths before passing the second stage does not necessarily apply.

You evaluate each candidate's ability to control stress while solving the problems that occur naturally during the exercise. There is no need to make the exercise more difficult or complicated by adding other requirements, such as hovering, or introducing additional problems.

It's acceptable to give each member of a buddy team a different score if one member dominates the exercise, or if it's obvious that any difficulties lie with one candidate substantially more than the other.

Errata

These corrections will be reflected the next edition of the Instructor Manual:

Forms for Scuba Review

The 2010 PADI *Instructor Manual*, Scuba Review Instructor Guide lists the Medical Statement (10063) as a required document for noncertified divers only. The Medical Statement is required for both certified and noncertified divers participating in the Scuba Review Program. Please add the following language to Forms – Required – Certified Divers: **Medical Statement (10063)**

Conducting Open Water Diver Course Skin Diving Skills

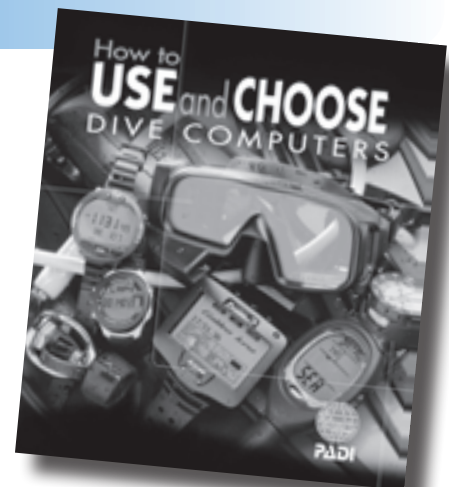
The 2010 PADI *Instructor Manual*, Open Water Diver Course Instructor Guide Supervision section and Professional Membership Guide, Divemaster section, states that certified assistants may independently conduct skin diving skills on specific confined water dives. This should state: "Certified assistants may independently conduct skin diving skills on *any confined water dive.*"

Padi Online

Computer Diving added to Open Water Diver Course Online

CoAs of Second Quarter 2010, the PADI Open Water Diver Course Online also covers dive planning with a dive computer. How does it work?

- eLearners continue to choose either the RDP Table or the eRDP_{ML} to complete knowledge development for Sections 4 and 5.
- Every eLearner also completes the new Section 6 with content from the *How to Use and Choose Dive Computers* book. This includes access to download the PADI Computer Diving Simulator. *continued next page*



- When the eLearner comes to you to complete training, administer the revised Quick Review, which now has an additional seven questions (total 25) covering dive computer use. Download the revised Quick Review from the PADI Pros' Site, Toolbox/eLearning.

Knowledge Reviews, Quizzes and the Final Exam have all been updated to include the dive computer planning questions and the eRecord now shows completion of the new Section 6.

If you teach the computer diving option exclusively, include the *How to Use and Choose Dive Computers* book as part of the fulfillment pack you provide your eLearning students. This allows them to easily review information covered in the course after certification.

If you have any questions about how the new section functions or how to best implement eLearning in your course offerings, contact the Training Department at your PADI Office.

Revised Pros' Site FAQs

Q. What should I do if I'm unable to log in?

A. If you have not visited the *revised* Pros' Site before, set up new account details by clicking on "Create your account." The username and password you used for the previous site will not work.

Q. I've logged in to the revised site before, but I've now forgotten my password or username. What can I do?

A. Click on the "Reset password" link on the sign-in page and a new temporary password will be sent to the email address your PADI Office has on file for you. Log in using this temporary password, and go to "My Account" where you can change the password. If you've forgotten your username, choose "Retrieve username" on the "Reset password" link. Complete the details and your username will be emailed to you. If you do not receive the email, contact your PADI Office to update your file with your current information so that you can then receive the email.

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Here's an abbreviated site map to show you around the most frequented areas:

- **My Account:**
 - Update your contact information including mailing and teaching addresses, phone and email contacts
 - Access your certification statistics and PIC Processing Report
 - Update your preference for digital or paper edition of *The Undersea Journal*
 - Review your professional qualifications
- **Online Services:**
 - PIC Online for Individual and IRRA Members
 - Pro Chek, Dive Chek, DSD registration and online MSDT and Specialty Instructor applications
 - Access Zone to purchase eLearning programs
 - Shop Online
- **Training Essentials:**
 - Forms and Applications
 - *Training Bulletins*
- **Training Essentials:**
 - Digital PADI *Instructor Manual*
 - EFR Pros' Site
- **Pro Development:**
 - Instructor Updates and Member Forums
 - CDTC information
 - PADI Tec Rec
- **Classifieds at top of page:**
 - Employment pages: jobs wanted and positions vacant
 - Dive centres and resorts wanted to buy and for sale

PADI Online

- Q. I'm trying to log in using the dive center's PADI Member number. The log in process is asking me for a PIN number. What is this, and where can I find it?**
- A.** The dive center's PIN number was emailed to the dive center's email address at the beginning of this year. If you do not have it, the dive center owner (or designated staff member) may contact the IRRA Department at your PADI Office to establish a PIN.



Q. What can I do if I'm unsure of where to look for a form or application I need for a course?

A. Type in the form name or product number in the Search field and let the Pros' Site find it for you!

Q. As a PADI Member, how do I log in to the EFR Instructor website?

A. From the Training Essentials menu *choose "EFR Pros' Site."*

Instructor Development

New Approach to 2011 CDTC Application Process

If you apply for an upcoming Course Director Training Course (CDTC), you'll take part in an updated, more refined application process and candidate ranking procedure. The new approach ranks applicants on their business plan and interview, as well as teaching experience. This two-part method helps ensure quality and success before and after the CDTC.

Business Plan and Interview: 50% of ranking score

The application process starts when the applicant submits a business plan well in advance of the interview, which has been reviewed by the local PADI Regional Manager. The plan explains how the applicant will work with and support the business goals of the PADI Five Star Instructor Development Center or Career Development Center the applicant is affiliated with.

The next step is an interview (in person or via telephone) conducted by the Training Department staff from the applicant's PADI Office. During this dialog, the applicant can explain personal motivation and goals for becoming a PADI Course Director. The

applicant's previous interaction with PADI Staff at trade shows, IDC Staff Instructor Updates, IEs, etc., will also be considered in determining the score.

Teaching Experience: 50% of ranking score

The second part of the application process is the applicant's score based on the instructor's total number of certifications, continuing education ratio, support of PADI and Project AWARE as well as experience staffing Instructor Development programs.

Top ranking applicants are invited to attend the Course Director Training Course.

Other application prerequisites remain the same: Master Instructor for at least six months prior to the start of the course, staffing a minimum of two IDCs using the latest curriculum, organizing and conducting at least one Project AWARE activity, EFR Instructor Trainer and successfully passing the CDTC written exams.

Look for the 2011 CDTC application on the PADI Pros' Site at the end of August.

FAQs

- Q. If we're using trimix for Dive Four of the Tec 50 course, do my student divers need to read part of the *Tec Trimix Diver Manual*?**
- A.** Yes. Student divers must read chapter one of the *Tec Trimix Diver Manual*, complete the corresponding knowledge review, and then go over that knowledge review with you. This requirement ensures that they understand the information necessary to complete this dive.
- Q. May I use a PADI Divemaster in Active Status who is also TecRec certified, as a certified assistant for the Tec 40–50 courses?**
- A.** Yes, as long as the divemaster is certified at least to the PADI TecRec level you are teaching, or has another qualifying certification.



Emergency First Response®

New Canadian EFR Workplace Curriculum

EFR Instructors who want to teach EFR in the workplace (government or corporate employees) can do so with new Canadian edition of the EFR Primary and Secondary Care course, which meets requirements as outlined by the Canada Occupational Safety and Health Regulations.

To teach in the Canadian workplace, EFR Instructors must teach Primary Care and Secondary Care together in what the Canadian government recognizes as either a “Basic” course (6.5 to 8 contact hours) or a “Standard” course (14 to 16 contact hours). Using the EFR Primary and Secondary Care Instructor Guide along with the new Canadian Instructor Guide Addendum you are equipped to teach both the Canadian Basic and Standard courses. The instructor guide addendum provides the curriculum changes and instructor-led presentations needed to

meet government requirements and related contact hours. The Canadian curriculum includes an allergen management primary care skill involving the education and use of auto-injectors and two secondary care, rescue carry skills - fireman’s carry and fore and aft carry. Use the new color version of the EFR *Primary and Secondary Care Participant Manual, Canadian Version* for your workplace participants.

Contact PADI Canada to order the participant manual and instructor guide addendum, which also includes the required exam, answer key, answer sheet and skills completion form. When teaching those outside of the workplace in Canada, you can continue to use the America’s/Asia Pacific version EFR course curricula



PADI Rescue Diver Course Online

Revive
your **Rescue**
Diver Course

Not only does this course round out the PADI core course curriculum, it gives your students new ways to continue their dive education and draws them back into your store.



Visit the Pros' Site at padi.com for more information.

PADI eLearning[®]



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