

## **BRIGADE TRAINING SYSTEM FOR PATIENT CARE SERVICES**

### **GENERAL**

1. The Brigade Training System (BTS) has been developed specifically for Patient Care Services to ensure that the training received and the qualifications maintained by each member are appropriate for the functions they undertake on behalf of St. John Ambulance. It ensures uniform standards of training throughout the Brigade in Canada and sets out the minimal guidelines and expectations for each level of care in keeping with the expectations of the communities in which the Brigade serves.
2. The BTS is a comprehensive system of training and evaluation designed for Brigade members who wish to perform independent patient care duties. These are duties in which the Brigade is present for the purpose of responding to situations involving illness or injury. The term *independent* refers to the situation in which a member of the Brigade is assigned as the person responsible for a patient care duty or part of a duty where there may be no other BTS-qualified Brigade member present.
3. Members may take part in the BTS and its assessment program as Adult or Crusader members (age 16 and over), however only Adult members (age 18 and over) may perform independent patient care duties.
4. The BTS has been designed so that the required skills, knowledge and attributes are demonstrated by each member as they progress through subject requirements. The BTS is designed as a cyclical process which provides for the acquisition of skills by Brigade members in an efficient but flexible manner to suit the specific needs and circumstances of the local community. This flexibility allows the Brigade to respond and adjust to the ever-changing needs of the community in which they serve.
5. The BTS integrates all modules of the St. John Ambulance Standard Level First Aid course and certain essential elements of Family Health Care, and includes Level C CPR training. It uses a logical approach to total patient care. All patient care protocols are approved by the national Professional Advisory Committee.

### **RESPONSIBILITY**

6. The Divisional Training Officer (DTO) has the task of planning, organizing, managing and monitoring the ongoing training of the individual Brigade member and the training program as a whole. It is the responsibility of the DTO to arrange for appropriate Instructors and Evaluators for their respective units, and to ensure that all remedial requirements are undertaken.
7. Commitment to the Brigade Training System as an Instructor or Evaluator requires a high level of involvement and time to ensure that all aspects of the BTS materials are covered. Remedial needs of the members must be recognized and specific steps

## StJCI 2-4-1

recommended and implemented so that each Brigade member has the opportunity to complete the requirements of the BTS and prepare for the Brigade Assessment Process (BAP).

8. Monitoring of the Brigade Assessment Process is an important element in Instructor/Evaluator development and quality assurance. The monitoring of quality assurance is the responsibility of the Provincial/Territorial Training Officer.
9. The BTS System Reference Text details the minimum acceptable training standards and includes a complete checklist of the skills and knowledge required for each level of certification.

### **TRAINING LEVEL**

10. There are three training levels to the Brigade Training System, each one different in some ways from the one preceding it. In addition, there are specialized training modules that suit the specific requirements of the community in which the Brigade serves.

#### **BTS Level 1**

11. Level 1 is the minimum training level for all Patient Care Services provided by the members of the Brigade who wish to perform independent patient care duties. It consists of all the modules of the traditional subjects of Standard Level First Aid, specified core modules of Family Health Care and Level C CPR.
12. Although members are encouraged to develop their skills and expertise as far as they can, Level 1 training remains the minimum standard required for all members who perform independent patient care services.

#### **BTS Levels 2 and 3**

13. Levels 2 and 3 offer members the opportunity to review their basic skills and develop additional expertise in particular areas. These levels set out the standards for optional, advanced training which may be required to meet the specific requirements of divisions or members serving their local community. These levels of training may be completed in total as outlined, or subjects may be selected as required to provide emphasis in a particular area to suit the needs of the patient care service provided or required by the community. The order of subjects may be changed to suit the local needs and time constraints.

**Brigade Specialized Training Modules (formerly BTS Level 4)**

14. Optional Brigade Specialized Training Modules (BSTM) can be selected as the needs of the community dictate in order to provide the level of patient care required for specific public duties. They are separate subjects that may be taken to supplement the skills at any level attained. Brigade Specialized Training Modules carry their own prerequisite qualifications, performance standards, requirements for certification and recertification, and regulations for applications.
15. These specialized training modules were previously known as BTS Level 4. Brigade Specialized Training Modules should not be confused with Levels 1 through 3.

**TRAINING STANDARDS**

16. The training standards for the BTS are contained in the Brigade Training System Reference Text and the applicable supporting St. John Ambulance documents recommended for each level of training, and are based upon St. John Ambulance training standards.
17. Before any patient care training program (at any level, including BSTM) can be implemented, it must be approved by the National Training Officer.

**EVALUATION**

18. The evaluation or assessment phase of the BTS is known as the Brigade Assessment Process (BAP). It involves the evaluation of the Brigade member's practical patient care skills and theoretical knowledge and the evaluation of Instructors, course content and instruction.
19. An integral part of the BTS is an annual assessment process which evaluates all aspects of patient care skills and knowledge required by Brigade members to meet the varied needs of their patients. Through this annual assessment, St. John Ambulance, as a responsible health care delivery agency, is able to protect the public and the Brigade member alike by ensuring that the quality of care provided is of an appropriate standard.
20. The BTS has been designed to provide continual evaluation of the Brigade member's skills and knowledge throughout the training process, and allows for remedial sessions to meet identified deficiencies. The continual review of material and the progressive building of skills help to ensure that the Brigade member is competent in the delivery of patient care.

StJCI 2-4-1

21. Assessment of the Brigade member, or the measuring of training effectiveness, is the responsibility of a qualified Evaluator. This is accomplished by administering comprehensive theoretical written assessments and practical assessments in total patient care. Brigade Assessment Process materials are provided annually for the specific level being assessed.
  
22. Development of the assessment tools necessary to meet the requirements for BAP is the responsibility of St. John Ambulance National Headquarters.