



# AUSIDIVE INSTRUCTOR MANUAL

## Section 1

## Definitions

*AUSIDIVE Procedures and AUSIDIVE Teaching Guidelines must be read in conjunction with AUSIDIVE Definitions.*

**Record of change:** Current version 0115 - January 2015

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# DEFINITIONS

## **Approved Equivalent**

Equivalency as approved by the AUSIDIVE Review Board.

## **Assistant Instructor**

A qualified approved person who can be used to assist an AUSIDIVE Instructor.

## **AUSIDIVE Activities**

AUSIDIVE Activities are non-training activities that include Snorkel Swimming, Snorkel Diving, AUSIDIVE Scuba Experience, AUSIDIVE Scuba Adventure (Resort Diving) and Certified Scuba Diving. (*Refer to AUSIDIVE Procedures, Section 18 Conducting Activities.*)

## **AUSIDIVE Courses**

AUSIDIVE Courses are training activities that result in an AUSIDIVE Certification being issued to successful participants. (*Refer to relevant AUSIDIVE Teaching Guidelines.*)

## **AUSIDIVE Course Director**

The AUSIDIVE Instructor Trainer in charge of an AUSIDIVE Instructor Training Course.

## **AUSIDIVE Cross-Over**

An orientation program designed to familiarise professionals from other recognised agencies such as dive masters, assistant instructors and instructors with AUSIDIVE Definitions, AUSIDIVE Procedures and AUSIDIVE Standards.

## **AUSIDIVE Examiner**

An approved AUSIDIVE Level VIII Scuba Instructor Trainer appointed by AUSIDIVE Head Office to conduct the final assessment phase of an AUSIDIVE Scuba Instructor Course.

## **AUSIDIVE Facility**

An AUSIDIVE Head Office registered facility that is authorised to conduct AUSIDIVE Programs. There are three levels of AUSIDIVE Facility:

1. **AUSIDIVE Adventure Centre** (Snorkel/Scuba or both) - authorised to conduct AUSIDIVE Activities.
2. **AUSIDIVE Training Facility** (Snorkel/Scuba or both) - authorised to conduct AUSIDIVE Activities and AUSIDIVE Courses ie can issue AUSIDIVE Certifications.
3. **AUSIDIVE Academy** (Snorkel/Scuba or both) - authorised to conduct AUSIDIVE Programs and independently train AUSIDIVE Instructors.

## **AUSIDIVE International Board**

The AUSIDIVE International Board is responsible determining AUSIDIVE International policy. The AUSIDIVE Chief Executive Officer, AUSIDIVE Director of Training and AUSIDIVE International Regional Directors make up the board.

## **AUSIDIVE International Region**

AUSIDIVE International has six autonomous regions run by an AUSIDIVE International Regional Director, the regions are:

1. Australia & South Pacific
2. Europe
3. Asia
4. North America
5. South & Central America, and
6. Middle East, Africa & India.

## **AUSIDIVE International Regional Director**

A person appointed by the AUSIDIVE International Board responsible for a specific AUSIDIVE International Region.

## **AUSIDIVE International Regional Representative**

A person appointed by the AUSIDIVE International Board responsible for a specific area, normally a country or state, within an AUSIDIVE International Region.

## **AUSIDIVE Licence**

A licence granted by AUSIDIVE to approved organisations that wish to operate the AUSIDIVE Training System under their own corporate identity.

## **AUSIDIVE Professional**

An AUSIDIVE Head Office registered AUSIDIVE Snorkel Guide, AUSIDIVE Snorkel Instructor (any level), AUSIDIVE Scuba Guide (Dive Master), AUSIDIVE Assistant Scuba Instructor or AUSIDIVE Scuba Instructor (any level).

**Note:** AUSIDIVE Certifications can only be issued by registered AUSIDIVE Snorkel Instructors or higher, or registered AUSIDIVE Level II Scuba Instructors or higher.

## **AUSIDIVE Review Panel**

The AUSIDIVE Review Panel is responsible for disciplinary procedures, actions and findings against AUSIDIVE Facilities and AUSIDIVE Professionals. The panel consists of the Chief Executive Officer and at least two AUSIDIVE Level VIII Scuba Instructors plus appointed experts.

## **AUSIDIVE Scuba Assistant**

A diver who has completed an AUSIDIVE Scuba Assistant course but has not met the certification requirements for AUSIDIVE Assistant Scuba Instructor. Whilst an AUSIDIVE Scuba Assistant is able to assist an AUSIDIVE Scuba Instructor to a level equivalent to their diving certification, instructor/student ratios cannot be increased.

## **AUSIDIVE Programs**

AUSIDIVE Programs, either AUSIDIVE Snorkel Programs or AUSIDIVE Scuba Programs, refers to AUSIDIVE Snorkelling or Scuba Activities and AUSIDIVE Snorkelling or Scuba Courses collectively. AUSIDIVE Professionals must follow relevant AUSIDIVE Standards, AUSIDIVE Procedures and AUSIDIVE Teaching Guidelines when conducting AUSIDIVE Programs.

## **Certified Medically Fit**

Deemed medically fit for the activity by a qualified medical practitioner who should be trained in hyperbaric medicine.

## **Certified Scuba Diving**

Certified scuba diving is an AUSIDIVE Activity that allows certified scuba divers to scuba dive to their level of training with a similarly qualified and experienced buddy and includes AUSIDIVE Scuba Area Orientation and AUSIDIVE Scuba Refresher.

## **Chief Executive Officer**

Appointed by the AUSIDIVE International Board and responsible for the day to day running of the AUSIDIVE International Head Office.

## **Current**

In reference to diving medical, first aid, CPR and oxygen provider certificates the term current means valid for five years unless local authorities require less.

**Note:** AUSIDIVE Professionals are reminded that they must ensure that their medical, first aid, CPR and oxygen provider certificates remain current.

## Direct Supervision

The instructor must be in the water in direct visual contact with students, and assistant instructor if used, and close enough to render immediate assistance if required.

## Enclosed Water

A “pool like” body of water which has a clearly defined edge that is not influenced by strong current, wind, waves or swell eg swimming pools, aquariums and rock pools at low tide.

## Endorsed Scuba Professional

An endorsed scuba professional is a recognised scuba professional who has been endorsed by AUSIDIVE to conduct AUSIDIVE Snorkelling Programs where endorsement requires the scuba professional to complete a Certification Duck Dive.

**Note:** AUSIDIVE Snorkel Professionals are certified as follows:

- a. Level 1 – Demonstrated ability to duck dive to 6 metres (20ft) can supervise to 3 metres (10ft), or
- b. Level 2 - Demonstrated ability to duck dive to 9 metres (30ft) can supervise to 6 metres (20ft), or
- c. Level 3 - Demonstrated ability to duck dive to 12 metres (40ft) can supervise to 9 metres (30ft).

## Free Diving

Free Diving is breath hold diving (*Snorkel Diving*) to depths greater than nine metres (30ft) using a mask, snorkel and fins where there is a possibility of achieving negative buoyancy.

## Ideal Conditions

Refers to a body of water where there is no strong current, calm surface conditions, tropical water temperature (ie at least 24 degrees Celsius), visibility is at least nine metres (30ft) and where no diver in the group carries a weight system of more than 5.6 kilograms (12lb).

## Imperial/Metric Equivalentents

The table below shows metric units used by AUSIDIVE and imperial equivalences that should be used by instructors in the USA.

Depth in metres	Depth in feet	Distance in metres	Distance in yds
1	3	5	6
1.5	5	25	30
3	10	50	55
6	20	100	110
9	30	200	220
12	40	250	275
15	50	500	550
18	60	800	880
21	70	1000	1100
24	80	Pressure in atms	Pressure in psi
27	90	1	15
30	100	50	750
33	110	75	1000
36	120	100	1500
39	130	200	3000
Weight in kgs	Weight in lbs	225	3400
1.4	3		

## Junior Diver

A diver who has not met the age requirements for certification. (*Refer to relevant AUSIDIVE Standards.*)

**Note:** AUSIDIVE Junior Divers must dive with a qualified parent or guardian, or an AUSIDIVE Guide or higher or approved equivalent and must undergo re-evaluation as per the relevant AUSIDIVE Teaching Guidelines before being issued with a full AUSIDIVE Diver certification.

## Maximum Ratios

The recommended maximum instructor/student ratio for ideal conditions which should always be reduced if conditions are less than ideal or student ability dictates the need to do so.

**Note:** Where local authority ratios differ from AUSIDIVE ratios, then instructors must follow the most conservative ratio.

## Medical History

A completed *AUSIDIVE Diving Health & Fitness Declaration Form*.

## Medically Fit

Deemed medically fit for the AUSIDIVE Program as per the *AUSI Diving Health & Fitness Declaration Form* or by a medical practitioner as required.

## Non-Swimmer

A non-swimmer is a person who cannot swim 200 metres (220yds) non-stop comfortably in a recognised stroke without aids and should not snorkel without the direct supervision of a snorkel professional nor participate in any form of scuba diving.

**Note:** Divers without fins become swimmers.

## Open Water

A body of water that is subject to the influence of tide, current, wind, waves and swell.

## Recognised Agency

A certification agency which is approved by the AUSIDIVE Board.

## Senior Instructor

An instructor appointed by a registered AUSIDIVE Facility who is responsible for ensuring that AUSIDIVE Procedures, AUSIDIVE Standards and AUSIDIVE Teaching Guidelines are met by the facility and its instructors when conducting AUSIDIVE Programs.

## Shall

Mandatory requirement.

## Sheltered Water

A body of water within a barrier, either natural or man-made including a jetty, which is not adversely influenced by strong current, wind, waves or swell.

## Should

Strong recommendation.

## Snorkel Diving

Snorkel Diving is intentionally going to depth using a mask, snorkel and fins where there is a possibility of achieving negative buoyancy.

## Snorkel Swimming

Snorkel Swimming is using mask, snorkel and fins, and a buoyancy aid that ensures positive buoyancy at all times.

## Strong current

A current too strong to comfortably swim against as judged against the weakest diver.