

APNEA SURVIVAL – COLD WATER IMMERSION (CWI) INSTRUCTOR PROGRAM – COLD WATER IMMERSION WORKSHOP - GENERAL STANDARDS

Background

The Apnea Survival – Cold Water Immersion (CWI) Instructor Program – Cold Water Immersion Workshop - General Standards are general standards and guidelines to be followed by CWI instructors when they are delivering any Apnea Survival cold water immersion workshops or trainings program. Or identifying themselves as an Apnea Survival - CWI instructor.

If there is ever any doubt in relation to any matter that is not covered in the Apnea Survival – CWI general standards, an instructor is to submit an inquiry in writing to the Apnea Survival - Master Trainer and seek a direction and clarification.

The intention of Apnea Survival CWI workshops is for Apnea Survival CWI instructors to provide participants with an opportunity to experience discomfort in an accessible, voluntary, and controlled environment, enabling the learning and deployment of relevant breathing techniques to override or control the cold shock (stress) response and enhance their ability to manage general stress and access states of deep relaxation.

Although there are many therapeutic benefits associated with CWI, sauna and contrast therapy, their promotion is not the focus or intention of Apnea Survival CWI workshops or trainings.

Statement of ethical practise

Apnea Survival is committed to upholding the highest ethical standards in all aspects of our operations. We believe in fostering an environment that values transparency, inclusion, antidiscrimination, privacy, equity, and fairness. Our commitment to these principles guides our interactions with our employees, stakeholders, and the community.

1. Transparency:

Apnea Survival is dedicated to open and honest communication and strive to provide clear, accurate, and timely information about our activities, decision-making processes, and outcomes. Transparency is fundamental to building trust among our stakeholders.

2. Inclusion:

Apnea Survival embraces diversity and inclusion as core values. We are committed to creating an operating environment that respects and values differences in age, race, gender,

ethnicity, sexual orientation, physical ability, and other unique qualities. Inclusive decision-making processes enrich our organization and foster innovation.

3. Antidiscrimination:

Apnea Survival treats all individuals with dignity and respect, free from discrimination based on race, colour, religion, gender, sexual orientation, gender identity, national origin, age, disability, or any other protected status.

4. Privacy:

Respecting the privacy of individuals is paramount. We handle personal information responsibly and transparently, adhering to relevant privacy laws and regulations. We are committed to protecting the confidentiality and security of any information or data entrusted to us.

5. Equity:

Apnea Survival is dedicated to promoting equity in all our endeavours. We actively work to identify and eliminate barriers that prevent fair access and opportunity for all. Our policies and practices are designed to promote equal treatment and outcomes, regardless of background or circumstance.

6. Fairness:

Fairness is the cornerstone of our decision-making processes and Apnea Survival strive to ensure that our actions are just, impartial, and considerate of the diverse perspectives within our organisation and the communities we serve. We are committed to rectifying any unintended consequences of our actions.

By adhering to these ethical standards, Apnea Survival aims to create a positive and inclusive environment where individuals can thrive, contribute, and collaborate toward our shared objectives.

Grievance and appeals procedure

Apnea Survival values the feedback of our course participants and is committed to ensuring a positive learning experience. In the event that a course participant or any other person has any complaints regarding our training program, we encourage them to reach out by email or telephone, to us directly. Upon which we will promptly investigate their concerns and work towards an amicable resolution.

Apnea Survival also provide all our course participants with access to an online course evaluation form that can be submitted via our online training portal. All course evaluation forms are read by our Master Trainer and Public Relations specialist. Any response required, is done so promptly and after any investigation of the submitters concerns and together, we work towards an amicable resolution.

If, after contacting Apnea Survival a stakeholder feels an issue has not been adequately addressed, we may refer the matter to formal mediation with an independent mediator whom we will engage on the stakeholder's behalf.

Any written complaint received by Apnea Survival detailing a concern, will be thoroughly reviewed and a timely response in writing provided (within 14 days of receipt of the original complaint).

Apnea Survival understands satisfaction with our training program and its outcomes is crucial. If a stakeholder is dissatisfied, we will encourage them to discuss their concerns with an assigned instructor or course facilitator or as soon as practicable. Apnea Survival will make every effort to address a stakeholder's specific needs and provide additional support or resources as necessary.

Client feedback is invaluable to Apnea Survival, and we are dedicated to continuously improving our training programs. We appreciate stakeholders' cooperation and commitment to helping us maintain the highest standards of quality and participant satisfaction.

1. Instructor requirements

To apply and qualify as an Apnea Survival CWI Instructor and to teach or assist an instructor on any Apnea Survival – CWI workshop or training, the person teaching or assisting must meet all the certification and training requirements of the Apnea Survival CWI Instructor certification and be accredited by Apnea Survival as a CWI instructor.

Note: Instructor candidates must be 18 years of age at the time of registration.

Option 1. Face to Face (1 day) - Complete the 1 day face to face Apnea Survival CWI Instructor training course. Which includes:

1. CWI Instructor development workshop (Prerequisites, drill demonstrations, theory and practical teach backs and advanced drills (1 day face to face)
2. All online CWI learning materials including an 80% pass mark on the final theory exam (16 – 20 hours)
3. Breath FX (functional breathing) Instructor course online training materials including an 80% pass mark on the final theory exam (16 – 20 hours)

Option 2. Remote – Online / Zoom blended course (1 day) - Complete the online / zoom delivered equivalent of the 1 day face to face Apnea Survival CWI Instructor training course. Which includes:

1. CWI Instructor development workshop (Prerequisites, drill demonstrations, theory and practical teach backs drills (1 day (5 hours) face to face delivered via zoom).

2. All online CWI learning materials including an 80% pass mark on the final theory exam (16 – 20 hours)
3. All practical drills are to be submitted via video upload to an allocated Dropbox or pCloud folder. Any classroom / theory presentations such as the hyperthermia response can be delivered during the zoom session.
4. Cold Water Immersion Instructor Training (Online learning and zoom presentation - All practical drills must be performed and submitted via video. All classroom / theory presentations are delivered via zoom) (16 hours)
5. Apnea Survival - Breath FX – Functional Breathing Course (Online learning only (16 hours) Or, completion of an Oxygen Advantage Advanced Instructor training course (30 hours)

Option 3. Any combination of 1 and 2.

Option 4. Recognition of prior learning (RPL).

The Apnea Survival Master trainer may, after receiving application in writing from an Apnea Survival CWI Instructor candidate, and once satisfied the candidate has provided satisfactory evidence to demonstrate RPL is warranted, may approve a recognition of prior learning for any or all components of the Apnea Survival CWI Instructor training course, covered by the candidate's application.

2. Instructor materials and equipment required.

- Water resistant thermometer
- Survival blanket
- Warm blanket or bath robe
- Swim wear
- Appropriate exposure protection
- Witches' hats or similar markers to cordon off Ice baths
- Water resistant time keeping device

3. Instructor prerequisite requirements and standards

Physical Prerequisite

(Assessed on any face to face course or provided as video uploads)

1. **Shiver response protocol** (5 rounds x 1 minute in / 1 minute out)

- Water temperature must not exceed 3°C
- Total duration 10 minutes

Explanation

Complete 5 rounds of the following:

1 minute full body immersion with shoulders fully immersed below the water surface, followed directly by 1 minute standing outside of the water and remaining next to the ice tub. The candidate must be unassisted, remain wet and not make any deliberate or vigorous movement in an attempt to warm themselves, use any heating device, clothing, or any other item in an attempt to warm the body.

Repeat without a break for a total of five rounds. Including the last 1 minute standing to finish.

When being filmed for video evidence, the video must be presented unedited, in real time, displaying evidence of the time and water temperature before during and after the protocol.

2. **Cold shock - controlled breathing protocol** (1 round 3.30 minutes)

- Water temperature must not exceed 3°C
- Total duration 3.30 minutes

Explanation

Complete 1 round of the following:

3 minutes 30 seconds of controlled and relaxed nasal only breathing during a full body immersion, with shoulders immersed below the water surface, The candidate must be unassisted, remain completely immersed with shoulders completely under the surface of the water.

The timer starts when the person has complete control of their breathing and is breathing in a relaxed manner inhaling and exhaling through their nose only. The person must remain in this state for a total of 3.30 continuous minutes with no breaks.

When being filmed for video evidence, the video must be presented unedited, in real time, displaying evidence of the time and water temperature before during and after the protocol.

3. **Respond to adverse reaction – hypothermia**

Classroom Prerequisites

Explanation

Option 1 - In person face to face course

During an in person, face to face CWI instructor course, all candidate instructors *must* participate in a scenario based exercise that simulates a response to a person who is suffering hypothermia. When in a group setting the candidate will work as part of a team to fulfil delegated tasks in response to a client suffering a sudden onset of hypothermia, following their participation in a cold plunger event.

The candidate will use or simulate the use of all available resources e.g., survival blankets, fabric blankets, towels, hot water bottles, warm drinks. The candidate will also be required to describe and explain, what is occurring to the patient and the rationale behind any action they are taking .

Option 2 - Online blended zoom course.

The candidate instructor will either provide video evidence of them completing the above simulation or undertake a talk through tabletop scenario with the Master trainer during one of their live Zoom sessions.

Time to complete prerequisites

Instructor students have 12 months from their course registration date to complete any presentations, face to face prerequisites and or submit any video evidence.

All video submissions must be filmed in real time. If they are practical cold water immersion protocols they must be performed and filmed in the presence of a training partner who is a responsible adult, referencing a time piece (stopwatch etc), and thermometer.

Upon completion the videos are to be uploaded to the students designated Dropbox or pCloud folder.

Please note : Certifications will not be issued unless all components of a student's assessment are complete.

4. Online materials & assessment requirements

Online registration is available 24/7 and can be undertaken at any time prior to completing the live zoom / face to face requirements (online learning material will be released automatically once a candidate has registered and paid for their course).

Online training materials

- Multiple choice theory exam – 80% pass mark
- Classroom teach backs and presentations

All teach back / presentation topics, and any case study requirements will be provided upon commencement of live zoom / face to face training. The classroom presentations can be submitted via video recording uploaded to Dropbox or pCloud , live zoom, or in person).

1. General Program Standards

This section includes the program standards, recommendations, and suggestions for conducting all Apnea Survival CWI related trainings and workshops programs.

Who can deliver Apnea Survival CWI courses and workshops.

Only accredited Apnea Survival Instructors are permitted to deliver Apnea Survival courses. No Apnea Survival content is permitted to be delivered by any non- Apnea Survival accredited person.

Certified Assistants

Only Apnea Survival Accredited CWI Instructors can assist primary Instructors in the facilitation of any Apnea Survival CWI workshop or training. Non-Apnea Survival accredited persons, regardless of their other qualifications, are not permitted to deliver any Apnea Survival content, training, or part thereof. Or assist in the delivery of any Apnea Survival content, training or part thereof, unless they are approved in writing to do so by the Apnea Survival Master Trainer.

Certified Apnea Survival CWI Instructor requirements

To qualify as an Apnea Survival CWI Instructor, you must have completed one of the following program options.

Note: Instructor candidates must be 18 years of age at the time of registration.

Option 1. Face to Face (1 day) - Complete the 1 day face to face Apnea Survival CWI Instructor training course. Which includes:

4. CWI Instructor development workshop (Prerequisites, drill demonstrations, theory and practical teach backs and advanced drills (1 day face to face)
5. All online CWI learning materials including an 80% pass mark on the final theory exam (16 – 20 hours)

6. Breath FX (functional breathing) Instructor course online training materials including an 80% pass mark on the final theory exam (16 – 20 hours)

Option 2. Remote – Online / Zoom blended course (1 day) - Complete the online / zoom delivered equivalent of the 1 day face to face Apnea Survival CWI Instructor training course. Which includes:

6. CWI Instructor development workshop (Prerequisites, drill demonstrations, theory and practical teach backs drills (1 day (5 hours) face to face delivered via zoom).
7. All online CWI learning materials including an 80% pass mark on the final theory exam (16 – 20 hours)
8. All practical drills are to be submitted via video upload to an allocated Dropbox or pCloud folder. Any classroom / theory presentations such as the hyperthermia response can be delivered during the zoom session.
9. Cold Water Immersion Instructor Training (Online learning and zoom presentation - All practical drills must be performed and submitted via video. All classroom / theory presentations are delivered via zoom) (16 hours)
10. Apnea Survival - Breath FX – Functional Breathing Course (Online learning only (16 hours) Or, completion of an Oxygen Advantage Advanced Instructor training course (30 hours)

Option 3. Any combination of 1 and 2.

Option 4. Recognition of prior learning (RPL).

The Apnea Survival Master trainer may, after receiving application in writing from an Apnea Survival CWI Instructor candidate, and once satisfied the candidate has provided satisfactory evidence to demonstrate RPL is warranted, may approve a recognition of prior learning for any or all components of the Apnea Survival CWI Instructor training course, covered by the candidate's application.

Participant age - Apnea Survival – CWI workshop participant requirements

CWI participant minimum age - 10 years if accompanied by a responsible guardian / parent over the age of 18 years and .

The guardian / parent must participate in the workshop or training alongside the young person and will count as a participant when calculating participant to instructor ratios. An exception to guardian / parent accompaniment rule, would be in the case of any 'in loco parentis' arrangement such as an educational setting where responsibility of a person or organisation is to take on some of the functions and responsibilities of a parent. This could include special events, such as specific programs created by Apnea Survival for use with younger cohorts in a school based learning environment.

Medical waiver

A medical waiver and questionnaire must be completed with no identified contraindications. If contraindications are identified, the participant must have and present the accompanying medical certificate, signed by a medical practitioner, permitting them to participate in CWI activities.

Please note: No person is to participate in any practical components of the any Apnea Survival CWI workshop, course or training without the satisfactory completion of the medical questionnaire and waiver.

The minimum age for Apnea Survival CWI Instructors is 18 years at the time of their training course registration.

Course materials and equipment

- Non Thermal swimwear
- Waterproof thermometer
- Waterproof stopwatch

Required forms to be completed

At the beginning any CWI workshop, it is the responsibility of the facilitating instructor to ensure (and before any practical activities), all participants have completed and signed:

- Current version of the Apnea Survival medical questionnaire and waiver liability
- Course / workshop attendance form.

A parent or guardian and the young person (where a participant is under 18) must all name, date and sign the required forms. Unless a local law defines “legal / adult age” as an age older than 18, the parent/ guardian responsibility extends up to that age.).

CWI workshop participant health and fitness

1. A “yes” response to any question on the Apnea Survival Medical conditions and waiver form may require a written clearance from medical physician as a prerequisite any CWI activities.
2. There can be no restrictions or conditions noted by the physician that may restrict a participant’s ability to complete the CWI drills
3. Medical clearance from a physician is valid for one year.
4. The physician signing the medical clearance must not be the student.

5. A participant who becomes ill or injured during a CWI workshop must complete a new medical form and waiver before participating in any subsequent CWI practical drills or activities. Use the medical form screen to determine if the changed medical condition would cause the participant to check off something new on the form. If so, the participant must be cleared for participation by a medical physician prior to resuming any CWI practical activities.

Participant to Instructor Ratios – Workshop numbers.

A maximum of 20 participants per instructor on any one workshop or event.

Additional participants can only be added with the inclusion of an additional Certified Apnea Survival CWI instructor, who when acting as an assistant to the primary instructor or independently with a second group can increase the number of participants by up to 20. This number can be multiplied for each additional instructor used. Eg 3 x Instructors can facilitate a group of 60 participants.

Participant to Instructor Ratios – Cold Water immersion.

A maximum of 2 participants per instructor are to be immersed in cold water at any one time. This is to ensure the supervising instructor as direct observation and can respond to individual participants in case of an adverse event or emergency.

This number can be increased by 2 participants per every additional instructor used. However, each instructor must have direct observation and be responsible solely for their 2 allocated participants only.

Additional participant numbers can continue to be added with the inclusion of additional Apnea Survival Certified CWI instructors. However, the participant to instructor ratio must remain at and not exceed 2:1.

When working with larger group of participants instructors shall rotate the maximum number of participants to be exposed to CWI until they have cycled through the entire group. For example. A group of 20 participants working with one instructor, can be put through in 10 rounds of 2 participants and a group of 40 participants working with 2 instructors, can be put through in 10 rounds of 4 participants (2 participants per instructor).

In the interest of safety all participants must remain in the immediate vicinity and within view of the facilitating instructor(s), until all CWI participants have completed their immersions, and the facilitating instructor has completed the final debriefing. .

Immersion Duration

The maximum duration for cold water immersion (water temperature 0-5°C) on any Apnea Survival CWI workshop is 2 minutes. No exceptions!

Why 0-5°C?

It increases the speed and intensity of the initial phases of the cold shock response.

Why 2 minutes?

The intention of the Apnea Survival CWI course is to provide a platform, where workshop participants under supervision of a qualified facilitator, can voluntarily expose themselves to an element of discomfort via cold water, and then use a suite of pre-taught breathing and relaxation techniques to help mitigate and manage their body's sympathetic response to the discomfort (stress via the cold shock response - CSR). This process will assist the participant in transferring the breathing and relaxation techniques into future real-life situations.

The purpose of the CWI exposure on any Apnea Survival CWI workshop is to create an environment that initiates the body's 'cold shock response' for the purpose of teaching participants to use their breathing to control their stress. It is not a competition between workshop participants to see who can stay in the cold water the longest.

Further. Although there are many therapeutic benefits to cold immersion, the intent of the Apnea Survival CWI workshop is not to use it as a therapeutic tool, but rather a stress management teaching tool..

The CSR will occur immediately as the body is submerged in cold water (0-5°C) as receptors in the skin detect the cooling effect. The initial phases of the response will occur in the first 1-2 minutes of exposure. During which participants may experience temporary and superficial symptoms of the CSR. Such as, cooling of the skin, hyperventilation / gasp reflex, tachycardia, and vasoconstriction, and occasionally some fine motor control loss.

At around 3 minutes, neuromuscular cooling occurs, and the body's tissues begin to lose thermal energy. Thereafter symptoms of hypothermia may begin.

After 3 minutes, loss of dexterity and muscle strength occur. Cold incapacitation begins to set in, increasing the risk of motor control loss. Survival time diminishes without access to proper protection.

By keeping exposure times to a 2-minute maximum, participants are able to safely experience the intensity of the CSR, deploy and practise breathing and relaxation techniques used to mitigate the stress (sympathetic response) and enter a more parasympathetic state (relaxation) via the Human Diving Response with no deleterious or negative adaptations and minimal risk of adverse reactions.

Risk assessments

Before undertaking any CWI activity, the facilitating instructor must conduct a risk assessment to identify any hazards, and the level and likelihood of associated risks to workshop facilitators and participants. The facilitating instructor will use the Apnea Survival Risk Assessment template form, as a template for conducting risk assessments and to record the applicable details of that assessment.

Briefing and debriefing

A Briefing is the succinct transfer of critical information occurring in the initial (introduction phase) of the event pertaining to information that is relevant to participation in that event. Briefings are to be short, concise and to the point. They are not to be discussions, debates, or question and answer sessions.

Briefings are given by the facilitating instructor, who is responsible coordination or control during an event.

A debriefing is a review of the running and management of the CWI event, performed to affirm and reinforce what worked well and refine or improve future processes and practices. Debriefings are an essential part of learning and identifying how human and other factors affected the actions of people who took part in an event.

They are particularly useful for identifying what went well, what worked or didn't work and for canvassing the wellbeing of participants following their CWI experience. Information from the debriefing can be reviewed and used in future practice statements, thereby improving future event outcomes.

All event participants and instructors should participate in the debriefing. A debriefing is to be conducted as soon as practicable following the conclusion event. The debriefing must be conducted by the facilitating instructor and must provide a straightforward analysis of how everyone performed based on three things:

- 1) What occurred
- 2) How it happened
- 3) What can be done differently to improve future outcome

The information obtained during debriefings can also be used to complete a post-event analysis, identify any additional training needs and safety issues and canvassing the wellbeing of workshop participants prior to them leaving the facilitating instructor's care.

Confined Water

The Apnea Survival CWI workshop is designed to be conducted in confined and controlled water environments only and is not suitable for use in open water or non-confined water environments.

Definition of open water

Any body of water that is not defined as confined water.

Definition of confined water

Confined water is an aquatic environment where participants can practice and develop their CWI stress control and relaxation techniques in a controlled and safe setting. Confined water is a body of water that is protected from swell, currents, and forces of nature, and is a relatively calm body of water, such as a swimming pool, shallow beach area, or calm, shallow section of a lake, where students can practice and master essential skills and improve confidence before transferring those skills to real life scenarios.

Confined water allows participants to master skills in a controlled environment under the guidance of a certified instructor. Once participants have demonstrated their proficiency in confined water, they can then apply these skills in a more natural, real world environments.

Water depth

For the Apnea Survival CWI workshop, water depth must not exceed 1.2 meters or a depth where in the student is able to stand flat footed on the bottom and have their head and neck clear of the surface of the water. Whatever is the shallowest.

Supervision and Control

A certified Apnea Survival CWI Instructor must be present and in control of all CWI workshop activities and must ensure that all performance and safety requirements are met and satisfied. For the purposes of the CWI workshop or training program, “present and in control” means:

“ Being on land or in the water directly observing students and ready and able to immediately respond to any emergency or potential emergency. Instructors must be ready to respond to an emergency and have the ability to return any submerged student to the surface if a problem occurs.

Session durations – suggested workshop template

The Apnea Survival CWI workshop must be conducted during daylight hours or a well light body of water, with sufficient lighting to imitate daylight hours. At purpose-made sites, sessions may be conducted at any hour, provided the water and surface conditions have lighting comparable to daytime light.

Each CWI workshop should consist of a dry breathing session, where participants are taught and can practise breathing and relaxation techniques, suitable for use to control the stress of the cold shock response and provided in the CWI course material. Techniques not provided in the CWI learning material are not permitted to be used on any Apnea Survival CWI workshop.

For example. A workshop may consist of 60 minutes of breathing drills exercises and coaching followed by a single 2 minute immersion for each participant.

Please Note: No CWI workshop participants shall be permitted to enter the cold water immersion phase prior to completing the preparatory breathing phase of that workshop.

Safety and emergency response training

Instructors must review and remain familiar with the Hypothermia emergency response and must have at all times during any CWI workshop immediate access to at least one thermal survival blanket and one dry bed type blanket, suitable to rewarm a CWI workshop participant who may have succumb to the effects of hypothermia.

Drills and training techniques

Only prescribed Apnea Survival CWI drills and training techniques as defined and described in the Apnea Survival CWI Instructor course material are to be used during Apnea Survival CWI workshops.

The Apnea Survival Master Trainer may, at any time and at their discretion modify any drill, replace any drill, or develop and add any new drills for use on any CWI workshop.

End.