# RAID UK & MALTA – INSTRUCTOR XOVER PROCEDURE

### Step 1 – Seeking Permission

If you are an IT with RAID UK & Malta (RUK) you can request to do a xOver with a center or DivePro within RAID UK & Malta territories. **Authorization is especially important for new centers**, xOvers to be conducted outside these RAID UK's territories permission must be sought from local RRO's.

**Please complete the xOver Credit Allocation spreadsheet and include:**

- Instructor rating
- Specialty Instructor ratings
- Instructor and/or Dive center membership requirements

*This Spreadsheet can be found in your IT Google folder or the Pro Member Portal*

**Please submit proof of:**

- Certification(s)
- Experience
- Insurance
- Medical

**Once authorized RUK will allocate the credits which include:**

- The IDP Pack:
- Try Dive Instructor
- **Open Water 20**
- Explorer 30
- Advanced 35
- Master Rescue
- **Nitrox Instructor**
- **Deep 40 Instructor**
- **Instructor Development Program**
- **Instructor Open Circuit (IE)**

**Relevant Specialty Credits:**

- Diver Level(s)
- **Instructor Level(s)**

*LEVELS IN* <span style="color:orange">*ORANGE-BOLD*</span> *MUST BE COMPLETED ONLINE BY THE xOVER CANDIDATE PRIOR TO CLASSROOM OR IN WATER SESSIONS.*

### Step 2 - Instructor Online Registration

- All xOver candidates MUST register online to their IT's dive center prior to enrolment on the xOver program.
- A valid photo must be uploaded.
- All xOver candidates must log at least one dive into the system. This is the first dive that the xOver candidate will have loaded into the RAID system. This dive should state that it is represents all the cumulative time and dives that the xOver candidate has completed during their career. The Instructor Trainer must verify this based on their logbooks.

These all steps should be completed before the candidate attends the xOver, but it is mandatory they are done prior to certification as a new RAID Instructor.

### Step 3 – Equipment

All xOver instructors will be required to have all equipment (in service) for use during the in-water sessions.

It is **MANDATORY** that all Instructors bring their tablet or laptop to the xOver program.


### Step 4 - XOver Process

Prior to participating in the xOver program, instructors MUST complete the quizzes and exams for:

- Open Water 20
- Nitrox Instructor
- Deep 40 Instructor
- Instructor Development Program
- Instructor Open Circuit (IE)
- ALL specialty instructor levels

We suggest xOver candidates only request specialty levels they will actually teach.

xOver instructors must prove their competency of every specialty instructor rating they are crossing over, if in doubt the Instructor Trainer must schedule extra assessments or remedial sessions. There is no limit on the number of levels you can take with you during the xOver, but every rating must be able to be taught to RAID standards.

**If xOver instructors do not have either Nitrox Instructor or Deep 40 Instructor you must schedule an extra day and deliver these courses as part of their crossover.**

**The xOver program MUST be conducted as follows:**

- XOver PowerPoint session. This can be found in the IT Resources Dropbox under XOver Program.
- Instructors will receive information on the following topics:
- What is RAID.
- RAID history.
- Doing business with RAID.
- The RAID system.
- Course flowchart overview.
- Standards overview.
- Online course Quality Assurance
- Instructors will participate in a live online session demonstrating the following:
- How a dive center is allocated and how the DC allocates an instructor.
- How the diver and instructor signs off all confined and open water skills.
- How the dive center checks everything is satisfactory and signs off the student and the e-card is issued.
- Use of the online logbook and log their own dives.
- One mini teaching presentation based on student missed questions in the OW20 review.
- Confined water session where specific RAID skills will be discussed, demonstrated and practiced.
- Open Water Deep/Nitrox Workshop Assessment
- Open Water Specialty Instructor Assessments

### *Step 6 - Confined Water Session (Recreational)*

The primary reason for completing this session is to demonstrate the important differences between the RAID and other agency's philosophies.

**The RAID buoyancy workshop. "Earn your Fins"**

*Step A*

- The RRO appointed IT must demonstrate and talk the instructors through this skill.
- Instructors enter deep water wearing only suit, mask and snorkel – NO FINS
- Instructors carry (in their hands so they can drop it easily and remain safe) a weight belt with only the weight they think they will need to sink. In order to sink the instructors will obviously exhale and start sinking.

**There are two methods of exhalation**

- Method 1 is to exhale while looking straight forward
- Method 2 is to extend the neck (look up) and exhale; this method should allow more air to be exhaled allowing them to remove some weight.

Once the correct weighting has been decided, then discuss the weight of the scuba apparatus and adjust weighting for the negative buoyancy of the gear.

*Step B*

- Instructor candidates enter deep water with full equipment – NO FINS
- Practicing the two exhalation methods while adjusting weight to find the correct the amount of weight needed. Once candidates have descended they then hover horizontally on the bottom. Cylinders and weights may be needed to be repositioned for good trim. Once they are in trim, they have "earned their fins"; they can now hover while wearing their fins to perfect the skill.

**Other Confined skills to be practiced and demonstrating by candidates**

- Ideally using a long hose configuration, (2 meter / 7-foot) positioning and practical use must be practiced.

- Snorkel Remove and replace with regulator switch while on the surface.

- Regulator recovery.

- Gas sharing with primary regulator donate.

- SMB deployment underwater.

- S-Drill with bubble check and regulator switch.

- Hover and trim.

- Every ITALIC skill on the Pro Skill Circuit slate

- Every skill with an asterisk* on the Pro Skill Circuit slate

- A perfect demonstration of mask remove and replace while neutrally buoyant.

- A Rescue Workshop conducted by the xOver candidate.

- If the Instructor Trainer feels teaching presentations are relevant for the xOver candidate, they may assign a CW presentation and use this as an assessment tool.

*Step 7: Open Water Session (Recreational)*

The Primary reason for this session is to ensure that the base diving skills are up to scratch and any specialty levels that require in-water time can be covered.

*Step A:* Assign the xOver candidate with at least 1 Open Water teaching presentation including briefing, in-water, and debriefing.

*Step B:* Deep/Nitrox Workshop; the xOver candidate must plan, present and execute a workshop in Open Water relevant to the Deep40 and Nitrox courses, this must include:

- A dive plan
- Optimum gas selection
- Cylinder labelling
- Skills & potential failures
- Basic stage handling
- Certified assistant use

Every xOver candidate must plan and present this workshop, but the Instructor Trainer may assess all candidates on the same dive.

**If xOver instructors do not have either Nitrox Instructor or Deep 40 Instructor you must schedule an extra day and deliver these courses as part of their crossover.**

Other dives may be required depending on what specialties are being assessed and how much recent experience the candidate has in respective specialties and teaching thereof.

*Step 8: Sign-off*

Ensure all Confined Water and Open Water sessions have been signed by both the certifying professional and the xOver candidate for the following programs:

- Open Water 20
- Nitrox Instructor
- Deep 40 Instructor
- Instructor Development Program
- ALL specialty instructor levels

Upon completion of all sign offs, notify the administrator for the relevant RAID IT center to sign these ratings off, and to UNLOCK the **Instructor Open Circuit (IE)** Course.

Then Instruct the xOver candidate to change their dive center to RAID UK & MALTA, upon completion of the instructor and IT questionnaires RAID UK & MALTA will process the final sign-off.

*Step 9: Consultation, Certification & Feedback forms*

The Instructor Trainer must spend some time with each xOver candidate, remember the xOver is not an assessment or exam, it is a process during which diving professionals can be inducted into RAID, that being said it is important to ensure our quality and the RAID difference.

During the consultation you must encourage an open dialogue between you and the candidate.

- If all standards haven't been met and remedial training is required prior to certification make it specific why certification in not yet appropriate and create a progression plan with the candidate.
- If all standards have been met and the candidate is certified but remedial training is still needed ensure a specific follow up plan is made.
- Once certified and further levels of xOver (technical or CCR) are required, ensure a follow up plan is made.

If all standards are met and certification is complete both candidates and Instructor Trainer must complete the RAID UK & Malta xOver questionnaires respectively, upon submission of these questionnaires RAID UK & Malta will process the final signoff, which officially puts the RAID Instructor into status. Any Instructor Trainer follow-up plans for remedial training or further xOver must be reported to RAID UK & Malta.