

TCC Policy – Reimbursement of AC Course Fees and Registrations

Revised Mar 2015

For budgeting purposes, it is anticipated that less than 6 club members will make use of the provisions of this policy and the cost to the club will be less than \$1000 pa. If the cost consistently exceeds this amount, the Executive may choose to revise this policy in future.

Reimbursement is available for the following expenses provided the undermentioned conditions are satisfied.

	Approx Cost
AC Guide/Instructor	
<i>Flat Water</i> Guide/Instructor Course and Assessment (one only per person)	\$265
<i>White Water</i> Guide/Instructor Course (one only per person)	\$265
<i>White Water</i> Guide/Instructor Assessment (one only per person)	\$110
<i>Sea Kayak</i> Guide/Instructor Course and Assessment (one only per person)	\$265
Registration (paid 3 yearly per person)	First qualification: \$155 Subsequent qualifications: \$18 per qual
Associated mandatory Provide First Aid certificate	about \$200
CPR refresher (annually per person)	about \$60
Provide First Aid Refresher (3 yearly per person)	about \$100

White Water Rescue (for those without a WW Guide or Instructor award)

Level 2 and assessment (max frequency 3 yearly per person)	\$100
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Members who incur the above expenses are eligible for reimbursement after a nominal period, during which they are expected to have provided service to the club as detailed below.

	1 Year after completion of the first Course	3 years after completion of the first Course and subsequent 3 year intervals
WW Rescue Course and Assessment	Eligible for reimbursement of Course and Assessment Fee , provided individual has been on-site for rescue at 1 WW club event after gaining the award	Eligible for reimbursement of subsequent Course and Re-Assessment Fees , provided individual has been on-site for rescue at 1 WW club event pa in previous 3 yrs.

	After 1 Year	After 3 years	After subsequent 3 year intervals
First Guide / Instructor Award	Eligible for reimbursement of Course and Assessment Fee(s) , provided 3 trips have been organised and lead since gaining the first award.	Eligible for reimbursement of First Registration Fee and First Registration Renewal Fee , provided 3 trips pa (9 in total) have been organised and lead since gaining the first award	Eligible for reimbursement of Registration Renewal Fee , provided 3 trips pa (9 in total) have been organised and lead since last registration

	After 1 Year	At time of Registration Renewal
Subsequent Guide / Instructor Awards	Eligible for reimbursement of Course and Assessment Fee(s) , provided 1 relevant trip has been organised and lead since gaining this award.	Eligible for First Registration Fees associated with subsequent awards and Registration Renewal Fees associated with subsequent awards provided 1 relevant trip pa has been organised and lead per ward.

SERVICE TO THE CLUB - Guide / Instructor:

To count, a trip must have:

- been advertised on the TCC Paddle-Flash or Facebook sites at least 2 days before the event.
- had at least 2 participants that were not leaders or family members.
- been organised and lead by the person claiming reimbursement. For Under 3 Trips, this includes organising other Grade 3+ paddlers to assist.
- been of a type for which an AC Award is held.

Where a person holds multiple Awards (e.g. sea kayak and WW) no additional trips need be organised but at least one trip pa shall be in each discipline.

To accommodate other combinations and permutations, apply the reasonableness test.

FIRST AID CERTIFICATE

The mandatory level certificate is Provide First Aid (previously known as Apply First Aid or Senior First Aid). If the certificate obtained is at a higher level, the cost of the mandatory level course/certificate is reimbursable.