



NWCG Course Skill Assessment for Crew Boss, Single Resource (CRWB)

Assessment Signature Page

Initiation

Student Name: _____ Date: _____

Initiated By: _____ Title: _____
(Lead Instructor - First, Last)

Home Unit/Agency: _____

Verification

I verify that (Student - First, Last) _____ has successfully performed the tasks outlined in the NWCG Course Skill Assessment for the Position of (Position Name and Code) _____, as documented below in the NWCG Course Skill Assessment, and should be considered as having completed the (Course Title) _____

Final Evaluator Name: _____ Signature: _____
(Lead Instructor - First, Last) (Lead Instructor)

Home Unit/Agency: _____

INSTRUCTIONS

The NWCG Course Skill Assessment is designed to provide feedback from an instructor to a participant during the delivery of a course. The NWCG Course Skill Assessment is a mechanism to determine how well a task was performed or not performed during a course activity. Evaluation of performance is based on rating variations of “no opportunity, does not meet standards, meets standards, exceeds standards as appropriate.” There is also room for written narrative to accompany the skill assessment.

The NWCG Course Skill Assessment has two components: **Assessment Signature Page** and **Skill Assessment** rating page for each activity.

SIGNATURE PAGE:

This page validates the student successfully completed all activities outlined in the skill assessment.

The Initiation block is filled out by a course instructor.

The Verification block is completed by a course instructor once the participant:

1. Completed all activity tasks.
2. Successfully met or exceeded satisfactory performance of all critical activity tasks in the skill assessments.
3. Is recommended by the lead instructor for successful completion of the course.

Once signed by the lead instructor, the skill assessment will be returned to the student and a copy retained by the course coordinator/lead instructor, meeting *NWCG Standards for Course Delivery*, PMS 901-1.

Activity Rating:

The NWCG Course Skill Assessment is used to record the evaluation that a participant receives for a single course session. A new Skill Assessment page is used for each course activity.

Start the Skill Assessment activity page by completing the information on the top of the form.

The Skill Assessment is a list of tasks, per training course activity, required for successful performance in the course. Participants must be observed completing all tasks and show knowledge and competency in their performance during the classroom activities. The evaluator will rate the performance of the tasks as follows:

Rating	Description
N/O	No opportunity to perform the duty and responsibility for this activity.
D	Does not meet the standard for duty and responsibility as described in <i>NWCG Incident Position Standards for Crew Boss, Single Resource</i> , PMS 350-98. Evaluators should provide written feedback when the trainee does not meet standards.
M	Meets the standard for duty and responsibility as described in <i>NWCG Incident Position Standards for Crew Boss, Single Resource</i> , PMS 350-98.
E	Exceeds the standard for duty and responsibility as described in <i>NWCG Incident Position Standards for Crew Boss, Single Resource</i> , PMS 350-98.

Activity tasks with an asterisk (*) in the left column signify a “Critical” activity task, and the student must achieve at least an “M-Meets the standard rating” to successfully complete the course. As a coach or instructor when determining a rating, consider the following:

Rating	Criteria
N/A	If the task was not applicable to the activity, work with the participant to demonstrate the activity task another way.
N/O	If the task was not initially observed, work with the participant to demonstrate the activity task another way.
D	The participant demonstrated lack of knowledge and/or ability to complete the activity task. Work with the participant to remediate and demonstrate the ability to meet the standard.
M	The participant demonstrates a baseline knowledge and/or ability to complete the activity task.
E	The student would be able to teach other classmates, without instructor intervention, allowing other classmates to meet the standards of the activity task.

If a participant receives a rating of D or N/O, instructor remediation will be provided. If remediation is necessary, a coach or instructor should find an opportunity to discuss the task, and work with the participant to further develop knowledge and understanding. Provide the participant with another opportunity to demonstrate knowledge and/or ability to complete the task. Re-evaluate the task by completing another skill assessment sheet with updated results.

If the instructor uses a rating of D as a final task evaluation, there must be a narrative in the Comment section explaining why the rating was used.

At the conclusion of the course activities, the instructor and participant should discuss the skill assessment, and go over the ratings and instructor recommendations.

Participant Who Does Not Successfully Complete the Skill Assessment

After completion of activities, coaching, and remediation, if a participant is deemed unsuccessful in completing the tasks outlined as “Critical” in the skill assessment, the instructor will recommend the participant review content, the position standards, and register to take the course again at a later date.



Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 12

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource					
Competency: Conduct a crew briefing	E	M	D	N/A	N/O
* Used the <i>IRPG</i> to guide briefing					
* Communicated objectives and Leader's intent					
* Communicated the chain of command					
* Communicated reporting procedures					
* Communicated relevant risk management processes					
* Communicated radio frequency management					
Configured crew appropriately for assignment					
* Communicated performance expectations					
Presented briefing in a logical flow					
Stressed importance of avoiding complacency					
Demonstrated command presence (peers paid attention throughout the briefing)					
Asked for questions at the end of the briefing					
Provided update on plan to DIVS					
Individual Totals:					

Total of E and M for successful Completion 7 of 12: _____

Comments:

Observer Signature:

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Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 13

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource					
Competency: Direct Attack	E	M	D	N/A	N/O
Used <i>IRPG</i> Fire Assessment Process to ask questions regarding the On-Scene Assessment.					
* Identified appropriate tactics for fireline construction.					
* Established escape routes, time frames, and triggers for an escape to safety zones.					
* Identified lookout locations to monitor for changes.					
Marked adequate safety zones on the map.					
Marked adequate escape routes on the map.					
Marked adequate lookout locations on the map to monitor changes.					
* Coordinated LCES for all personnel.					
* Used the <i>IRPG</i> Look Up, Down, and Around to review factors and identify trigger points.					
* Developed an appropriate contingency plan and brief the plan to DIVS.					
Individual Totals:					

Total of E and M for Successful Completion: 6 of 10: _____

Comments:

Observer Signature:

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Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 14

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource					
Competency: Firing Operations	E	M	D	N/A	N/O
* Identified the proper escape route and safety zones.					
* Identified safe anchor point on the map.					
* Identified and briefed preparation standards.					
* Communicated line prep completion to the supervisor.					
* Identified proper line locations.					
Identified removal of ladder fuels.					
Identified cup trenches in place.					
Identified snags felled.					
Identified spots located.					
Identified lines tied together.					
Marked safety zone, escape routes, and lookout placement on the map.					
Identified any additional needed support and how to order it.					
* Ensure holding operations and correctly placed crewmembers.					
Identified the location of spot patrols.					
* Described coordination with adjacent forces.					
* Prepared and briefed firing plan to DIVS.					
* Conducted complete firing operations briefing.					
Individual Totals:					

Total of E and M for Successful Completion: 9 of 17: _____

Comments:

Observer Signature: _____



Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 15

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource					
Competency: Air Operations	E	M	D	N/A	N/O
* Followed the chain of command for requesting air support.					
* Identified information required in requests.					
* Ensured knowledge of the air-to-ground communication channel.					
* Marked the location of lookouts, safety zones, and escape routes on the map.					
* Marked the location of the drop on the map.					
* Described the general location to the aerial resource.					
* Identified any flight hazards.					
* Identified and communicated position of the drop to the pilot from their perspective.					
* Described prominent landmarks.					
Identified the use of panels or flagging to mark the target, if necessary.					
* Provided adequate description of the target from ground location and explained the mission.					
* Cleared the area of personnel to ensure safety.					
Considered location of crew from firing operation in relation to the target.					
Identified what would be included in the feedback to the pilot about drop accuracy.					
Updated DIVS on need for continued use or completion of objective.					
Individual Totals:					

Total of E and M for Successful Completion: 11 of 15: _____

Comments:

Observer Signature:

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Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 16

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource						
Competency: Medical Emergency		E	M	D	N/A	N/O
*	Demonstrated clearing the appropriate communication frequency for emergency traffic.					
*	Notified immediate supervisor.					
*	Communicated the GPS and physical description of the incident location.					
*	Communicated mechanism of injury/nature of illness in notification to Communications dispatch/ICP.					
*	Identified the IWI IC and assigned tasks according to crewmember qualifications/capabilities until help arrived.					
	Marked the appropriate pickup point on the map.					
	Determined appropriate transport mechanism based on patient assessment.					
*	Ensured all incident paperwork and documentation were completed.					
*	Used Medical Incident Report (MIR) in the <i>IRPG</i> .					
	Reviewed the “Manage an IWI” section of the <i>NWCG Standards for Wildland Fire First Aid, PMS 560</i>					
	Individual Totals:					

Total of E and M for Successful Completion: 7 of 10: _____

Comments:

Observer Signature:

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Skill Assessment for the Position of Crew Boss, Single Resource (CRWB) – Unit 17

Group Name: _____

Course Date(s): _____

Course Location: _____

Using all completed scenarios, indicate the rating for each task in the columns below. All tasks must have a rating of exceeds (E) or meets (M) to count towards successful completion of the course. All tasks must be evaluated or marked N/O by each evaluator. Submit this record, to NWCG Training at the end of the course through the feedback process located at, <https://www.nwcg.gov/course-evaluation>.

N/A – Not applicable to the activity.

N/O – No opportunity to perform the duty and responsibility during the class.

D – Does not meet the standard for the tasks as described in the learning objectives and instructions for each activity.

M – Meets the standard for the tasks as described in the learning objectives and instructions for each activity.

E – Exceeds the tasks as described in the learning objectives and instructions for each activity.

Classroom Tasks for Students in S-230 Crew Boss, Single Resource					
Competency: Wildland Urban Interface	E	M	D	N/A	N/O
* Conducted or delegated structure size-up.					
* Identified tactical challenges and hazards.					
* Triage structures accordingly.					
* Provided rationale for each triage decision.					
Identified rapid mitigation measures.					
Identified tactics for equipment and water use.					
Described tactics for patrol following the fire front.					
* Identified considerations and marked the location of lookouts, safety zones, and escape routes for defensible prep and hold structures.					
Identified at least two factors that could influence judgment.					
* Update division supervisor on findings and plan.					
Individual Totals:					

Total of E and M for Successful Completion: 6 of 10: _____

Comments:

Observer Signature: _____

