

SHVAN WARRIORS ASSOCIATION (SHWAAN)

Master Trainer or Trainer Applicant Critique Form Instructions

The following are the instructions for filling out and filing all Master Trainer or Trainer applicant critique forms. These instructions must be strictly adhered to otherwise your application packet will not be considered complete and therefore will not be considered at the accreditation committee meeting or Executive Board meeting.

No critique hours will be given to an applicant for SHVAN WARRIORS ASSOCIATION (SHWAAN) certification testing. **It is up to you, the applicant, to make additional copies of the critique forms as needed by you.**

1.) You, the applicant must have critique forms filled out by at least two (2) different SHVAN WARRIORS ASSOCIATION (SHWAAN) Master Trainers for each discipline except Utility. Applicant must submit a minimum of 1 critique form from a master trainer other than the "Recommending" master trainer annually (Jan. 1st through Dec. 31st). If this is not done applicant will be removed from the accreditation process. An active applicant may request a temporary exemption for this requirement in writing from the Accreditation Chairperson. For the Utility discipline, you must have critique forms filled out by at least two (2) different SHVAN WARRIORS ASSOCIATION (SHWAAN) Master Trainers for each specific phase. **NOTE:** The applicant must have a letter from at least one (1) Master Trainer. The applicant **must have** a **written letter of recommendation from at least one SHVAN WARRIORS ASSOCIATION (SHWAAN) Master Trainer.** **Any Master Trainer who writes a letter of recommendation must have worked with the applicant for the following amount of documented time: 200 Hours for Utility Master Trainer; 100 Hours for Utility Trainer; 100 Hours for any Detector Master Trainer; 50 Hours for any Detector Trainer; 100 Hours for any Police Tracking/Trailing Master Trainer; 50 Hours for any Police Tracking/Trailing Trainer. These hours will be documented in the letter (on the SHVAN WARRIORS ASSOCIATION (SHWAAN) form supplied with the applicant package) as to the breakdown in hours of the skills covered during the training. There will be an overall final rating given in each skill covered.**

THE CURRENT CRITIQUE HOURS WILL STILL BE REQUIRED IN ADDITION TO THE ABOVE HOURS and must be obtained from the required number of Master Trainers as specified in the Critique Form Instructions. The Master Trainer writing the Letter of Recommendation WILL NOT fill out Critique Hour Forms counting towards the mandatory critique hours for the applicant.

Total Hours Required for Trainer:			
	Critique Form Hours	Master Trainer Writing Recommendation Letter Hours -	Total
Utility Only:	66	100	166
Detector Only:	25	50	75
Tracking/Trailing Only	25	50	75
Dual Purpose	91	150	241

Total Hours Required for MASTER Trainer:			
	Critique Form Hours	Master Trainer Writing Recommendation Letter Hours -	Total
Utility Only:	123	200	323
Detector Only:	50	150	200
Tracking/Trailing Only	50	100	150
Dual Purpose	173	300	473

2.) **All** applicants for Trainer **must** have their application packet **at least 60 days prior** to coming to any workshop and wishing to be critiqued. A Trainer must notify the Accreditation Chairperson and be entered into the Accreditation process for Master Trainer before obtaining critique and recommendation hours towards their Master Trainer accreditation.

3.) Any time you work directly with a SHVAN WARRIORS ASSOCIATION (SHWAAN) Master Trainer and want to be critiqued, it is **your (the applicant) responsibility** to give that master trainer a critique form **in triplicate (either self carboning or carbon paper between the pages)** for those phases you assisted training or taught in. Examples are, any or all of the utility phases and narcotic detection. You would give the master trainer the critique form in triplicate for Utility phases and the critique form in triplicate for Narcotic Detection.

4.) The **Master Trainer** will answer those questions which are applicable on each critique form, make sure to fill in the total amount of hours for the specific phase(s) worked and sign the form in the appropriate location.

5.) **Each** critiqued phase which has a recorded rating of **Poor or Fair** will not apply towards the minimum hours required for critiques in that phase. **All Poor or Fair ratings must** have a **written comment** explaining that specific rating given.

6.) The Master Trainer gives one copy back to the applicant, the Master Trainer keeps one copy for their records and **the Master Trainer sends one copy to the Accreditation Chairperson *Immediately* for the file.** It is **your**

responsibility to confirm that the Master Trainer(s) who critiqued you have sent in the completed critique form(s) within sixty (60) days of the date the critique took place. **The Master Trainer** is the **only** person that is to send in the completed critique form(s) to the Accreditation Chairperson.

7.) **Any and all critique forms not on file with the Accreditation Chairperson prior to the applicant filing their Application package will not be considered for review by the accreditation committee.**

8.) **It is the applicant's responsibility** to make sure that they have worked the mandatory

minimum number of hours in each specific phase as required.

Mandatory Total Minimum Number of Critique Hours on SHVAN WARRIORS ASSOCIATION (SHWAAN) critique forms required in each specific phase before complete application package may be submitted to the Accreditation Chairperson for consideration by that committee.

For Trainer Applicants:

Phase:	Minimum Number of Hours Required:
Obedience	8 hours
Agility	2 hours
Article Search	3 hours
Area Search	5 hours
Building Search	8 hours
Tracking/Trailing	25 hours
	15 hours (5 hours <u>must</u> be as a decoy catching K9's)
Aggression Control	25 hours
Narcotic Detection	25 hours
Explosive Detection	25 hours
Cadaver Detection	25 hours
Accelerant Detection	25 hours

For Master Trainer Applicants:

Phase:	Minimum Number of Hours Required:
Obedience	12 hours
Agility	2 hours
Article Search	5 hours
Area Search	8 hours
Building Search	16 hours
Tracking/Trailing	50 hours
Aggression Control	30 hours (10 hours <u>must</u> be as a decoy catching K9's)
Narcotic Detection	50 hours
Explosive Detection	50 hours
Cadaver Detection	50 hours
Accelerant Detection	50 hours

9.) Applicants for Trainer and Master Trainer that are denied accreditation must wait a minimum of one (1) year before retesting.

To obtain a complete Trainer or Master Trainer Application Package or if you have any questions, please contact the SHVAN WARRIORS ASSOCIATION (SHWAAN) Accreditation Chairperson. You must receive your applicant package directly from the Accreditation Chairperson and be in the SHVAN WARRIORS ASSOCIATION (SHWAAN) system prior to being critiqued by a SHVAN WARRIORS ASSOCIATION (SHWAAN) Master Trainer.