

# ACLS and/or PALS INSTRUCTOR or MEDICAL DIRECTOR Registration & Renewal Criteria

## ACLS & PALS Instructor Course Prerequisites:

1. Current Heart & Stroke Foundation of Canada (HSFC) Basic Life Support for Healthcare Provider – Level C, current HSFC ACLS provider status to apply for the ACLS Instructor course, current HSFC PALS provider status to apply for the PALS Instructor course.
2. Application to and acceptance into an ACLS and/or PALS Instructor course.  
Upcoming Instructor course dates are available on the Resuscitation Education website at [www.resuscitationeducation.ca](http://www.resuscitationeducation.ca) under "Courses", scroll down to "Course Offerings", document "ACLS & PALS Instructor".
3. Completion of the Core Instructor Course module.

## Instructor Monitoring:

Upon successful completion of the ACLS and/or PALS Instructor course the provisional instructor shall be monitored **within six months on a two-day provider course**. The course medical director and/or course coordinator will observe, support, provide feedback and complete the Instructor monitor form. It is the responsibility of the provisional instructor to submit the form to the Heart & Stroke Foundation of Alberta (HSFA) Resuscitation Education office. Based upon the recommendations of the course medical director, course coordinator and the Resuscitation Education office, the provisional instructor will be registered as an instructor, receive an instructor card and further information regarding the HSFC-Portal and annual registration fee requirements.

## Medical Director Monitoring:

Once a physician has gained experience as an instructor, he/she may apply to the Resuscitation Education office to become an ACLS or PALS medical director. The Resuscitation Education office partners the medical director candidate with a registered medical director approved by the Resuscitation Committee who **shall monitor the candidate on a two day provider course**. The course medical director and course coordinator will observe, support, provide feedback and complete the Medical Director monitor form. It is the responsibility of the medical director candidate to submit the form to the Heart & Stroke Foundation of Alberta (HSFA) Resuscitation Education office. Based upon recommendations of the course medical director and course coordinator, the medical director candidate will be registered as a medical director, receive a medical director card and supporting documentation regarding services and annual registration requirements. (Medical Director Monitoring criteria above may change upon once the HSFC-Portal is launched)

## Registration:

All of the following requirements must be met in order to remain current as an HSFC Instructor:

1. Instruct a minimum of one HSFC course per instructor designation, per year, using HSFC resources.
2. Submit an annual registration renewal fee upon receipt of the emailed invoice from HSFC.
3. Attend an HSFC ACLS and/or PALS Instructor Update workshop every three years and when Emergency Cardiac Care guidelines change.

## Reciprocity:

If relocating, contact the Resuscitation Education office at 780.733.3689, toll free: 1.877.473.0333 or email: [re@hsf.ab.ca](mailto:re@hsf.ab.ca).