

INSTRUCTOR TRAINER

Registration & Renewal Criteria

Role of an Instructor Trainer

- Ensure Heart & Stroke Foundation of Canada (HSFC) guidelines and HSFC/HSFA program delivery policies are followed.
- Promote and development of programs in the community.
- Training and retraining of Instructors.
- Assist in training of Instructor Trainers.

Course Registration Prerequisites

- BLS, ACLS or PALS Instructor must be currently registered and in good standing with HSFC, and
- Must have taught a minimum of five provider courses, in that designation, within a three year period.

Course Application Request

- The HSFC Instructor contacts the HSFA Resuscitation Education office as listed below to request the Instructor Trainer Application form with the date and location of Instructor Trainer course they wish to attend. For a list of upcoming courses refer to the Resuscitation Education website at www.resuscitationeducation.ca under "Courses". This course is offered on a limited basis thus application forms are not available until a course has been scheduled.
- The HSFA Resuscitation Education office ensures the Instructor meets the Instructor Trainer Course prerequisites then forwards the Instructor Trainer Application form prior to the closing date. A Selection Panel will meet to approve candidates into each (BLS, ACLS or PALS) Instructor Trainer course.

Monitoring

Upon successful completion of the HSFC BLS, ACLS or PALS Instructor Trainer course and prior to receiving Instructor Trainer status, the candidate will teach on the specific designation HSFC Instructor or Instructor Trainer course during which an approved Instructor Trainer shall monitor them. The monitoring must occur within twelve months of the Instructor Trainer course completion. The candidate must submit the successfully completed "Instructor Trainer Monitor Form" to the HSFA-Resuscitation Education office prior to issuance of the BLS, ACLS or PALS Instructor Trainer card.

Renewal Criteria

The following requirements must be met in order to remain current as a HSFA Instructor Trainer.

- Attend a HSFA Instructor Trainer Renewal workshop, per designation every three years and when Emergency Cardiac Care guidelines change,
- Instruct a minimum of two HSFC courses per year (April – April), per designation one of which must be at the Instructor or Instructor Trainer level, and

For BLS:

- Submit \$50.00 registration fee annually by April 1st.

For ACLS and PALS:

- Submit \$50.00 registration fee annually by April 1st.

Reciprocity

If an Instructor Trainer is relocating to another province, territory or country, a "Letter of Reciprocity" can be requested to transfer statuses. Contact the HSFA-Resuscitation Education office at 780.733.3689, toll-free: 1.877.473.0333 or email: re@hsf.ab.ca