

Training Bulletin

Meeting Monitoring Requirements for Instructor Renewal

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Purpose This bulletin defines teaching activities in which instructors may be monitored as part of their instructor renewal requirements.

General Information All instructors must, before status expiration, be monitored when teaching and receive the Training Center Faculty's recommendation for renewal. The completed Instructor Monitoring Form is retained in the Training Center in the instructor's record. There are requirements other than instructor monitoring that must be met for instructor renewal. For further explanation on these requirements, see the 2008 *Program Administration Manual*, page 52.

Earning Instructor Monitoring Credit There are 2 options in each discipline for instructors to meet their instructor monitoring requirement. These options are listed below:

BLS Instructors may

- Teach a classroom-based course **or**
- Conduct a skills practice and testing session (Parts 2 and 3) for BLS for Healthcare Providers Online, HeartCode[®] BLS, Heartsaver[®] First Aid CPR AED Online, or Heartsaver CPR AED Online

Heartsaver Instructors may

- Teach a classroom-based course **or**
- Conduct a skills practice and testing session (Parts 2 and 3) for any Heartsaver Online course

ACLS Instructors may

- Teach a classroom-based course **or**
- Conduct a skills practice and testing session (Parts 2 and 3) for HeartCode ACLS when a Megacode is part of the practice and testing. Monitoring of only BLS practice and testing is not adequate for ACLS Instructor renewal.

PALS Instructors may

- Teach a classroom-based course **or**
- Conduct a skills practice and testing session (Parts 2 and 3) for HeartCode PALS. PALS Instructors must be monitored while evaluating students in the team leader role during the PALS core case scenarios. Monitoring of only BLS practice and testing is not adequate for PALS Instructor renewal.

Facilitating skills testing with the use of voice-assisted manikins for any course does not qualify for instructor monitoring credit.

Appropriate course documentation must be completed for all instructor monitoring.