



ARC Advanced Life Support Courses

Frequently Asked Questions

Candidate Questions

Question:

I need an Advanced Life Support Certificate for my role. Is there a course I could undertake?

Answer:

Yes. The ARC has two Advanced Life Support Courses:

This course will meet the needs of those who need more advanced skills than those taught during Basic Life Support (BLS) but who do not require the more comprehensive 2-day ARC Advanced Life Support Level 2: Advanced Life Support (ALS2/ALS) Course.

ARC Advanced Life Support Level 1: Immediate Life Support Course.

This course is advanced life support for the immediate period of crisis. It is aimed at those participating as team members in critical events. To train healthcare personnel in causes and prevention of cardiopulmonary arrest, the ABCDE approach, initial resuscitation and defibrillation (manual and / or AED) and airway management. It is an advanced life support course that covers the needs of many healthcare professionals. The course is suited to many nursing, medical and paramedical staff. A half-day recertification course is available to recertify within two years of the last certification.

ARC Advanced Life Support Level 2: Advanced Life Support Course.

This course is designed for healthcare professionals who would be expected to apply the skills taught as part of their clinical duties, or to teach them on a regular basis. This includes those expected to team lead in medical emergencies.

Question:

I need to attend a course next week. Where can I apply?

Answer:

All courses have a component of pre-reading and preparation for candidates.
ALS1/ILS Courses: candidates are sent material at least two weeks in advance.
ALS2/ALS Courses: candidates are sent material at least four weeks in advance.

As the material must be sent 2 or 4 weeks in advance, most courses will close to applications at or prior to this time. However many courses are booked to capacity well in advance of these dates so it is best to apply as early as possible. Some centres operate a waiting list for candidates in case of candidate withdrawal or increased candidate capacity.

Please note the course assessments will be in the standard format and not be adjusted or altered if you gain a late candidate place or following the pre-course material being sent out to other candidates.

Question:

Who do I contact to apply for a course and when are they?

Answer:

The Courses are listed on the website in the [ALS Courses link](#). Open the level course you wish to attend and review the course centres and dates to choose one appropriate to you. Some will be listed as restricted by the centre where they only accept internal or restricted applications.

Next to the centre will be a contact or link to apply for the course. Contact the centre directly as application processes vary from centre to centre.

Question:

Why do the fees vary so much between course centres for the same course?

Answer:

Course centres set their own course attendance fees. Fees for certification to the ARC for each candidate is set. Centres then set the difference to cover their costs in running the course.

Question:

I need a basic life support certificate for my role; will the ALS1/ILS or the ALS2/ALS meet this need?

Answer:

Yes. The ALS1/ILS and ALS2/ALS are advanced life support courses that include assessment of basic life support measures. Many professional colleges accept this including RACGP, ACRRM, ANZCA, CICM, RCNA, ACEM, and RACP.

Question:

I have the need for a course on prevention of cardiac arrest and care of the deteriorating patient; does this course cover these aspects?

Answer:

Yes. Candidates attending the course are educated on the causes and prevention of cardiac arrest and participate in practical assessment of patients using a structured approach. This ABCDE approach stresses the early recognition of the deteriorating patient and how to treat patients in the immediate period of crisis.

Question:

Are any non-technical skills such as human skills and teamwork included?

Answer:

Yes. Candidates are exposed to the team environment throughout the course. They work in small teams for the whole course and undertake different roles within those teams. There is no specific session to include the non-technical skills as a separate entity, but the scenarios include instructor led feedback that may raise these. Within the manual for each course is a chapter on Human Factors including task management and ISBAR handover.

Non-technical skills can be defined as the cognitive, social and personal resource skills that complement technical skills and contribute to safe and efficient task performance. More simply, they are the things that affect our personal performance. This is difficult to achieve fully without some competence in the technical ability and in the duration of the course. With that in mind the main focus of the course is on the technical skills with attention paid to the non-technical skills in feedback when required.

An optional session included in the course program in ALS1/ILS gives course centres the prospect to design and/or add this topic into the program. This may be written to support the other course material and specifically to meet the local demands of the candidate group.

Question:

I am unable to attend the entire course, as I have to leave early or arrive late. Can I still pass?

Answer:

No. Candidates cannot successfully complete the course unless they are present throughout the entire course.

Question:

How Long is my provide certificate valid for?

Answer: The provider certificate is valid for 4 years from the date of your course for both ALS1/ILS and ALS2/ALS.

Question:

I am an ALS Provider and my certificate has run out. How do I recertify?

Answer:

You may recertify by attending the traditional one-day, or the modular course. The recertification course is not an option since your certificate is past its expiry date.

Question:

How can I recertify?

Answer:

You can recertify by attending the whole course again or by attending the recertification course.

For ALS2/ALS your original course certificate must be current (not yet expired) to attend the recertification course. If your certificate is still current you can attend a one day ALS2/ALS Recertification Course run at any centre.

To attend the ALS1/ILS recertification provider course, you must be within two years of your most recent certification. Otherwise you must attend the whole course again. ALS1/ILS recertification provider course requirement of two years is set to match the international co-badging partners of the course.

Question:

I have lost my ALS Provider credit card certificate – what can I do?

Answer:

Contact the course centre you attended, with details of when you attended the course and request they submit an order for a replacement certificate. They may be able to print the paper copy of the certificate in the interim. The ARC will charge a fee for this replacement credit card type certificate to the candidate.

Question:

If the course did not meet my expectations. Can I get my money back?

Answer:

The payment of any course fees is a contract between the candidate and course centre. The Australian Resuscitation Council has no dominion over the financial matters of course centres. Complaints regarding financial matters should be made directly to the course centre.

Question:

I am interested in becoming an ALS Instructor. How do I go about this?

Answer:

The path to becoming an ALS Instructor begins by attending the ALS Provider course. We are looking for enthusiastic, experienced clinicians and educators to become instructors. The process for becoming an instructor is highly prescribed. Outstanding candidates on the provider course are identified as having instructor potential by the instructors on that course and invited to become instructors themselves.

The faculty may nominate a candidate for Instructor Potential (IP) selection at the final faculty meeting. The Course Director or Course mentors will inform you at the end of the course if you have been identified as an IP.

On completion of an ALS2/ALS Provider Course you can be nominated as an IP for ALS2/ALS or ALS1/ILS.

ALS1/ILS Provider courses can only nominate for Instructor Potential in ALS1/ILS

The nomination is a faculty decision based upon your performance during the course. If you are interested in becoming an Instructor it is advised to make the faculty aware during at the earliest opportunity during the course. This may be at the mentor meeting or during breaks.

Question:

I am interested in becoming an ALS Instructor but have not sat the provider course. Can I jump to being an Instructor?

Answer:

No. All Instructors must have undertaken the provider course as a candidate.

Question:

Is path to becoming an Instructor able to be bypassed as I have an experienced educator who wants to be an Instructor?

Answer:

No. Pathway to Instructor status is prescribed in order to protect the standards of the course and it credentialing from international partners, professional colleges and other organisations. Attendance at a provider course as a candidate is essential. Depending on prior experience some components of the pathway may be exempted (for example Instructor Course for Instructors of some other courses).

All cases are evaluated on an individual basis. If you have further queries please contact the ARC National Course Coordinator via email on, arc.courses@surgeons.org



Question:

I have been nominated as an IP, so what next?

If you have been nominated for IP you can then complete the Instructor Potential Opt In form on the website in the ARC Instructors Link.

If you are selected and wish to pursue the training you must attend an instructor course and successfully complete teaching practices as an Instructor Candidate (IC) before becoming a full instructor.

Question:

I have been nominated for ALS Instructor Potential but I am already an instructor for another course. Do I need to do the Instructor Course again for ALS?

Answer:

In some cases it is not necessary to complete a further Instructor Course and the **Opt In form** lists those where you may be exempt from the need to attend the ARC **Instructor Course**. You should contact the National ARC Course Coordinator via email at arc.courses@surgeons.org if you require further clarification.

Question:

I have been nominated for ALS Instructor Potential in ALS1/ILS but want to be an ALS2/ALS Instructor. What can I do now?

Answer:

The options here are:

Firstly speak to the Course Director and or your mentors by requesting some feedback on the decision. They may be able to give some insight into the decision and state why the faculty made it.

Attend the ALS Hybrid Instructor Course and complete the ALS1/ILS Instructor development and attend another ALS2/ALS Course with the purpose of nomination for IP in ALS2/ALS. By attending the Hybrid Instructor Course you would not then need to attend another course if successful in ALS2/ALS IP nomination.

Appeal the decision to the ARC by contacting the ARC National Course Coordinator via email on, arc.courses@surgeons.org or the ARC Executive Officer on arc@surgeons.org . They will contact the Course Director and/or Faculty members to review your case. Appeals are assessed by the ARC National Course Coordinator in collaboration with members of the ARC ALS Sub-Committee and kept in strict confidence. All decisions made by the ARC/ALS Sub-Committee are final.



Question:

I have not been nominated for ALS Instructor Potential but want to be an Instructor. What can I do now?

Answer:

Firstly speak to the Course Director and or your mentors by requesting some feedback on the decision. They may be able to give some insight into the decision and state why the faculty made it. The Course Director and Faculty may opt to review the situation in a meeting prior to the faculty closure of the course, (following candidates leaving), or following the course.

Appeal (within one year of the course) the decision to the ARC by contacting the ARC National Course Coordinator via email on, arc.courses@surgeons.org or the ARC Executive Officer on arc@surgeons.org. You will need to include full details of where and when you undertook the provider course and your reasons for appeal. You may be asked to provide additional information. All appeals material is kept with strict confidentiality within the ARC.

They will contact the Course Director and/or Faculty members to review your case. Appeals are assessed by the ARC National Course Coordinator in collaboration with members of the ARC ALS Sub-Committee and kept in strict confidence. All decisions made by the ARC/ALS Sub-Committee are final.

Question:

I am an expired ARC/RC(UK) ALS Instructor. How do I go recertify?

Answer:

You will need to complete two courses as an Instructor Candidate. Once these are completed successfully you will be recertified. You do not need to commence the whole process again.

Question:

I have an American Heart Association (AHA) ACLS certificate (or ACCCN Certificate). Is this recognised as valid by the Australian Resuscitation Council?

Answer:

No. The ARC is not a validating organisation and no longer credentials or certifies any other courses. The only courses it validates are courses developed by the ARC (and co-badged with the RC(UK)) because it sets the standards for the program, the teaching scenarios, the instructors, the assessment process and course centres.

Since we have no such control over the standards of other courses we cannot offer any similar guarantee concerning successful participants and do not accept these certificates as equivalent to the ARC courses.

The level of qualification, training and experience needed for any individual clinical role is the responsibility of the employer, not the ARC.



Question:

I have a Resuscitation Council (UK) or European Resuscitation Council (ERC) ALS certificate. Is this recognised as valid by the Australian Resuscitation Council (ARC)?

Answer:

Yes. ALS certificates provided by the RC(UK) or the ERC are recognised by ARC because these organisations use the same program, teaching material, and assessment process.

Question:

I have a New Zealand Resuscitation Council (NZRC) ALS certificate. Is this recognised as valid by the Australian Resuscitation Council (ARC)?

Answer:

Yes. ALS certificates provided by the NZRC are recognised by ARC because the ARC and NZRC collaboratively develop the ALS guidelines and standards of courses.

Question:

I am an American Heart Association (AHA) ACLS Instructor. Can I teach on the ARC ALS Provider courses?

Answer:

No. The ACLS course curriculum and instructor training is different from that of the ARC and RC(UK). Likewise, the AHA does not recognise the ARC ALS course and instructor training as equivalent to the AHA ACLS course.

Question:

I am an ACCCN Instructor. Can I teach on the ARC ALS Provider courses?

Answer:

No. The ACCCN course curriculum, instructor selection and training is different from that of the ARC and RC(UK).

Question:

I am a Resuscitation Council (UK) or European Resuscitation Council (ERC) ALS Instructor. Is this recognised as valid by the Australian Resuscitation Council (ARC)?

Answer:

Yes. ALS Instructors from the RC(UK) or the ERC are recognised by ARC because these organisations use the regulations and development pathways. You will need to complete the [Current/RC\(UK\) Instructor Registration Form](#) on the ARC website.

As an RC(UK) Instructor you will need to complete the first course as a 'Recertifying Instructor' to ensure you are supported and assessed prior to entry to the ARC Register. Your current recertification date will not alter and you will not be issued with a new Instructor Card.



Question:

I am a NZRC Core level 5 (or above) Instructor. Can I teach on the ARC ALS Provider courses?

Answer:

Yes. As the guidelines are the same and the ALS Courses and Instructor Training is credentialed. You will need to first complete the [Current/RC\(UK\) Instructor Registration Form](#).

- NZRC Instructors CORE 5 can teach on ALS1/ILS Courses.
- NZRC Instructors Core 6-7 and above are eligible to apply for ALS2/ALS Instructor status.

The first courses may require attending as an Instructor Candidate to be assessed.

Organiser/Course Centre Questions

Question:

I am not an ARC approved course centre - can I run the ARC ALS course?

Answer:

No. Only ARC approved course centres can run the ARC courses. You can apply to be approved as a course centre.

Please note the ARC reserves the right to refuse course centre applications and review without notice any of those approved. For further information regarding the application process please email the ARC Executive Officer arc@surgeons.org or ARC National Course Coordinator arc.courses@surgeons.org

Question:

I would like to run the ARC ALS Provider course at my hospital. How do I go about this?

Answer:

There are strict criteria for becoming an ARC approved ALS course centre. Prospective centres should first read the ALS course regulations.

An ALS course centre application form must be submitted to the ARC for approval. A course centre is regarded as the administrative centre from which the course is organised rather than the geographical location of where it is delivered or the person organising it. An ARC Representative must assess the first course and they may attend at any time to revalidate the centre without prior notice. Please contact the ARC for further enquiries via email on arc.courses@surgeons.org .

Question:

Do I need to register my course dates with you for the whole year in advance?

Answer:

No, you do not need to register your all your dates with us in. Please note you may need to submit an approval form prior to the course to inform the ARC of the faculty and candidate numbers.

We do publish on the ARC website the dates of the course centres who inform us of their planned courses, unless you have specifically asked for details not to be published. You can inform the ARC in advance of any additional dates or changes you need making to those published.

It is advised you make the ARC aware of all dates to allow the course instructor candidates or other potential candidates can plan their development and attendance. Course centres with published dates appear to gain the faculty for running of the courses a little more easily.

Question:

Is there pre-course material I should have?

Answer:

Yes. All centres must purchase the advanced life support manual from the Australian Resuscitation Council (that includes candidate certification for the course), and send them to candidates no later than two/or four weeks (depending on course) prior to the course. Following the course the candidate retains the manual for further reading and reinforcement.

Question:

Can we publish the manual or parts of it on our organisations intranet?

Answer:

No. The manuals are subject to copyright and should not be copied in any way. There are currently no plans to release the manuals in an electronic format.

Question:

Do you envisage any changes being made to the manuals?

Answer:

The manuals were fully revised following the introduction of Guidelines 2010. The third edition published in 2011 is the current version. We will give as much notice as possible of any changes however minor in re-prints and updates.

Question:

Do I have to buy the manual from you?

Answer:

Yes. All centres must purchase the relevant manual from the Australian Resuscitation Council and are not permitted to produce their own manuals.

Question:

I want to buy some copies of the course manual but I do not need 48 copies.

Answer:

The manual is available to course centres at a standard rate, no matter how many are ordered.

Approved course centres running multiple courses can order in advance to assist planning. The ARC may ask in these cases for outstanding invoices to be settled prior to any further manuals being sent for subsequent courses.

Each manual purchased by the course centre at course rates, includes candidate certification. One manual equates to one candidate certification. Only approved centres can offer this when delivering the course in accordance with the regulations.

Manuals purchased privately from the website will not include any certification from the ARC.



Question:

I have some old versions of the manual left over – can I send them back to you and get a refund or swap them for the new manual?

Answer:

No. We do not give refunds on out-of-date manuals and cannot replace them with the new version

Question:

Can we split the ALS1/ILS program into two, for example either two mornings or two afternoons?

Answer:

Yes. However the whole program must be completed within eight days.

Question:

Do we need to keep the candidate assessment sheets and course evaluations?

Answer:

The Resuscitation Council recommends that adequate records are kept for a minimum period of the duration of course certification, so that any issues can be dealt with locally if raised. Records should be maintained in line with local policies. Copies may be kept in either paper or electronic formats and may be recalled by the ARC for review at any time during the period of course certification.

Question:

Can teaching on the ALS1/ILS course count towards the teaching requirement for ALS2/ALS Instructors?

Answer:

No. There are no plans to change the teaching requirements for ALS2/ALS Instructors.

Question:

Do I need to send my program for approval?

Answer:

No. You must follow the regulations and the standard program. Course approval can be gained by submission of a Course Approval Form informing the ARC of the faculty and candidate numbers at least four or six weeks prior to the course (depending on the course type).



Question:

Do I need to send an Approval Form for every course?

Answer:

Yes. ALS1/ILS may be submitted in one form but ALS2/ALS must be submitted each time.

ALS1/ILS: If you have completed the notified the ARC of all the courses in advance 'Provider Course Publishing Form' listing all the faculty using the you will be using you do not need to submit individual course approval forms. If you add faculty not listed or have the addition of an Instructor Candidate you must submit an approval form for the individual course. This is to ensure the IC is supported and the course will run to regulation.

ALS2/ALS: Courses must have individual approval forms listing candidate numbers, faculty and Course Director/Medical Lead submitted for each course at least six weeks in advance.

Any additions/changes to faculty following submission or approval must result in an updated approval form being sent to the ARC Executive Officer arc@surgeons.org.

Question:

I only have 10 candidates on the course and would like to reduce the skill station times - is this possible?

Answer:

Yes. The standard program is designed for a maximum of 30 candidates, (6 per group). If you have fewer candidates on the course you may adjust the practice time accordingly. All the scheduled CASTeache scenarios must be used for each course delivered in order.

Question:

Are professional development points available for the courses?

Answer:

Yes. Candidates attending the course may claim points from many professional colleges. Faculty teaching on the course may also claim points. If you have any further queries regarding MOPS/CPE/CME please contact your Professional College.

Question:

Are undergraduate students eligible for this course?

Answer:

For ALS1/ILS - Yes they are but it is advised that anyone undertaking this course has had significant clinical exposure prior to course attendance. Final year medical students are one group that have benefited from this course. Undergraduate nursing students have repeatedly struggled with the content and practical component included and are recommended to consider this course only following graduation and a period of clinical exposure. *ALS2/ALS is unsuitable.*



Question:

How do we obtain certificates for our successful candidates?

Answer:

You need to complete the course results sheet form available on the ARC website for each course that you run. Our system will generate certificates for successful candidates, and these will be posted to your centre. Please take care with spelling as the certificates generated will reflect spelling on the results sheet. Any error made on the results sheet resulting in need for replacement cards will be at the cost of the course centre.

Results sheets includes the IC results and upon successful completion of their development an Instructor Card will be issued.

Question:

Can our certificates be sent to two or more different addresses?

Answer:

No. Certificates are always sent to the 'nominated named person' at the address registered for the course centre.

If a course centre runs courses at multiple sites (e.g. different hospitals or venues) they can register one site and should arrange to forward the certificates to the different sites themselves as required.

Question:

How do we find out our login information and password for the course materials?

Answer:

You should have received your login information and password when the when you first registered as a new course centre. If you are unsure about your login information or cannot find the link on the website, please email arc@surgeons.org for advice.

Question:

How do we nominate candidates for the ALS1/ILS Instructor course?

Answer:

Exceptionally able ALS1/ILS candidates may be nominated for ALS1/ILS instructor training by the faculty. ALS2/ALS providers may also have been identified as potential ALS1/ILS Instructors on their provider course. For further information regarding the selection criteria for ALS1/ILS Instructor course candidates and the nomination procedure please see the nomination form in the course material or email the ARC National Course Coordinator on arc.courses@surgeons.org or Executive Officer on arc@surgeons.org.



Question:

We are a registered ALS1/ILS or ALS2/ALS course centre. Can we run the Instructor course?

Answer:

Yes. Any ARC registered ARC Course Centre can apply to run the Instructor course. Please email arc@surgeons.org for further details. You need to give at least four months notice of dates for the course to be run at your centre.

Options for Instructor Courses:

- ALS1/ILS one-day Instructor Course – ALS1/ILS Instructor development only
- ALS2/ALS two-day Instructor Course – ALS2/ALS Instructor development only
- Hybrid two-day Instructor Course for both ALS1/ILS and ALS2/ALS Instructor development

Question:

I have a clinical enquiry on the course, who can I contact?

Answer:

In the first instance please check our FAQs on Adult Advanced Life Support. If these do not address your clinical enquiry please email the National ARC Course Coordinator arc.courses@surgeons.org providing clear and full details of the enquiry. Enquiries may be forwarded to the most appropriate sub-committee and are answered as soon as is practical.

Question:

I would like a list from the ARC of all the local Instructors. Can you give this to me?

Answer:

We are not able to share confidential information including email addresses and phone numbers without express permission of the individual. In the updating of contact information Instructors are now asked if they permit the sharing of their email address with ARC Course Centres. Those that will permit this will be shared with all course centres.

Contacts:

ARC Executive Officer: Email arc@surgeons.org

ARC National Course Coordinator: Email: arc.courses@surgeons.org

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