



Appraisal Form for Identifying ALS Instructor Potential

With the aid of the ALS Provider Course Results Sheet, an Instructor on the faculty may nominate any candidate for Instructor Potential selection at the final faculty meeting. Another Instructor must second this nomination before the candidate can be considered and before this form is required and subsequently completed. **All candidates who self nominate must undergo the rating process** but be supported by two Instructors as above. If unsuccessful these candidates' scores must be recorded in the Course Directors report and reasons for non-recommendation explained. This form must be completed in event of faculty or self-nomination for IP status (it does not need completing for all course candidates).

Candidate Name	
Course Dates	
Course Centre	
Nominated by	
Seconded by	

In order to be successfully put forward for **ALS2/ALS Instructor Potential (IP)**, the candidate must score a minimum total of 25, (ALS1/ILS IP must score minimum of 17), and both must score greater than 83% in their MCQ. Any score of 'Not Achieved' excludes the candidate from being selected. Clinical skills should be evaluated during the performance of the candidate throughout the course. The Course Centre in case of recall by the Australian Resuscitation Council should retain a copy of each completed form. Please note the clinical and non-technical skills are **continuously assessed throughout the course** and not just within the specific skill station or when team leading. Scores may be improved over the course with exposure and practice from the initial skill station. **Please read the notes overleaf for further details, and then circle the appropriate number for each characteristic in the table below.**

		Not Achieved		Achieved	Excellent
Test Results	MCQ	0	0	2	3
	Score	< 75%	75 - 83%	84 - 91%	92%+
		Not Achieved	Borderline	Achieved	Excellent
Clinical Skills	CASTest	0	1	2	3
	Airway	0	1	2	3
	Initial Resuscitation	0	1	2	3
	Defibrillation	0	1	2	3
	Periarrest/Special Circs	0	1	2	3
Team and Communication	CASTeaching	0	1	2	3
	Communication	0	1	2	3
	Interactive and Supportive	0	1	2	3
	Team Member	0	1	2	3
	Comments:				
Minimum Scores: ALS1 IP: 17 ALS2 IP: 25		TOTAL SCORE			
Overall Recommendation for IP (Circle one)		ALS	ILS	NOT Recommended	

Identifying ALS Instructor Potential

Please note the clinical and non-technical skills are **continuously assessed throughout the course** and not just within the specific skill station or when team leading.

Excellent – Correct decisions made promptly and with confidence. Is able to appropriately expand on clinical management. An expert or instructor potential performance.

Achieved – Correct decisions made and performance demonstrated; some hesitation may be evident with decision making or lacking confidence. Standard level of performance expected of an ALS provider.

Borderline – Minor errors in decision making and performance, hesitant and lacking confidence in decisions, required prompting, did not perform skill but recognised error on subsequent questioning. Basic safe management demonstrated during course. However those skills and attributes often mediocre and/or inconsistently demonstrated for the level of performance expected of an ALS provider.

Not achieved – incorrect decision/treatment according to material taught and clinical knowledge, action may, or likely to cause harm, failed to demonstrate attributes required of an ALS provider. Not achieved should be used for unsatisfactory performance.

Explanation of Terms

Communication

Includes desire to learn to teach and ability to communicate. Should be appropriate and not overpowering.

Interactive and Supportive

Includes being approachable and a good listener, with a positive/supportive attitude towards other participants. Demonstrates ability to promote understanding of core material used on the course.

Team Member

Shows awareness of the level of understanding of all candidates, especially weaker members and is able to provide a supportive role. Provides constructive support to other team members.

Suggestions of where to look for characteristics

(Evaluation occurs throughout the whole course)

Communication Skills

Questions asked and answered during lectures, participation during discussions, skill stations, workshops and CASTeach. Particularly during discussions, skill stations, workshops and CASTeach.

Interactive and Supportive

Questions asked and answered by the candidate in relation to other participants. Questions asked and answered during lectures, participation during all discussions including skill stations, workshops and CASTeach. Support given to others at breaks, supervised practice and within sessions.

Team Member

Particularly demonstrated during CASTeach, but also during skill stations, workshops, discussions and mentor meetings.

Additional Guidance for Identifying ALS Instructor Potential

SUGGESTIONS FOR THE SCORING

MCQ: This is the final score achieved in the **post course MCQ only**.

CAS Test: This is the overall impression score from the passing CAS Test. A four-point scale is now included to allow instructors to record the quality of the candidate performance. This is included as a tool to recognise and reward different levels of performance. **In the event of a retest candidate being considered, the final passing score is the one recorded.**

Please note the clinical and non-technical skills are **continuously assessed throughout the course** and not just within the specific skill station or when team leading. The main advantages of continuous assessment are that both candidates and faculty obtain feedback which can then be used to improve learning, and the final result is based on evidence gathered over the span of the whole learning period. All criteria should to be assessed over duration of the course and not solely within the specific skills/ workshop for example.

Airway: Includes the Airway skill station and should be continuously assessed throughout the course. This includes any opportunity in the CAS Teach sessions and others for example the peri-arrest and special circumstances when scenarios may have been used. This skill is continuously assessed throughout the course.

Initial Resuscitation: Includes the ABCDE approach and Basic Life Support and may include recognising the need for help and planning for defibrillation to occur, (but not the practical undertaking of defibrillation). This should be continuously assessed throughout the course. This includes any opportunity in the CAS Teach sessions and others for example the peri-arrest and special circumstances when scenarios may have been used. This can be demonstrated directly by performance of the skills or by aspects such as task allocation and planning.

Defibrillation: Must be continuously assessed throughout the course. All candidates must be given opportunity to demonstrate their practical defibrillation skills and perform safe defibrillation with minimum interruption to chest compressions.

The practical skills of using an ABCDE approach, CPR, task allocation, planning and defibrillation should be taught around a simple simulation during the Initial Resuscitation and defibrillation workshops but this should not be the final demonstration of the candidate ability.

Periarrest/Special Circs: included the workshop topics of Arterial Blood Gasses, Bradycardia and Cardiac Pacing & Drugs, Tachyarrhythmia as well as all Special Circumstances workshops. The overall performance in these workshops should be considered. Many candidates and even faculty will have at least one topic included here as being unfamiliar or new. It is essential to take such factors into consideration when scoring as a whole. Additional skills and learning may have been demonstrated in the final set of CAS Teaches where these factors arise again.

CAS Teaching: How the candidate facilitates the application of current guidelines and the skills taught in the workshops / skill stations into the practical management of the patient in cardiac arrest. This includes the candidates' skills, attitudes and knowledge required to function as a member of a resuscitation team as well as the team leader. It may also include the candidates' management of the post resuscitation and stabilisation phase of the care of the arrested patient.

EXAMPLES FOR THE SCORING OF TEAM AND COMMUNICATION

SCORE 0 IF NO EVIDENCE OF THE CRITERIA ARE APPARENT

SCORE 1	SCORE 2	SCORE 3
COMMUNICATION		
SOME DIFFICULTY WITH COMMUNICATING WITH FELLOW CANDIDATES / FACULTY	GOOD COMMUNICATION SKILLS WITH FELLOW CANDIDATES / FACULTY	CLEAR AND ARTICULATE COMMUNICATION SKILLS WITH FELLOW CANDIDATES / FACULTY
LIMITED SELF AWARENESS OF NON-VERBAL COMMUNICATION SKILLS	GOOD NON-VERBAL BEHAVIOUR (E.G., EYE CONTACT, BODY LANGUAGE, FACIAL EXPRESSION)	EXCELLENT NON-VERBAL BEHAVIOUR
SOME DIFFICULTY IN COMMUNICATION ACROSS DIFFERENT STAFF GROUPS	ABILITY TO COMMUNICATE WITH DIFFERENT STAFF GROUPS	EXCELLENT COMMUNICATION SKILLS WITH DIFFERENT STAFF GROUPS
INTERACTIVE AND SUPPORTIVE		
LIMITED INTERACTION WITH FACULTY AND PARTICIPATES FULLY DURING SESSIONS	GOOD INTERACTION WITH FACULTY AND PARTICIPATES FULLY DURING SESSIONS	EXCELLENT INTERACTION WITH FACULTY AND PARTICIPATES FULLY DURING SESSIONS
LITTLE INTEREST IN LEARNING TO/PARTICIPATING IN TEACHING	INTEREST IN LEARNING TO TEACH/PARTICIPATING IN TEACHING	HIGH LEVEL OF INTEREST TO LEARN TO TEACH/PARTICIPATING IN TEACHING
TEAM MEMBER		
WORKS IN ISOLATION RATHER THAN PART OF THE TEAM	WORKS WITH AND IN SUPPORT OF THE TEAM	EXCELLENT ENGAGEMENT AND SUPPORT TO THE TEAM
LIMITED UNDERSTANDING OR RECOGNITION OF OTHER TEAM MEMBERS STRENGTHS AND /OR WEAKNESSES	SOME APPRECIATION OF OTHERS STRENGTHS/WEAKNESSES AND ENCOURAGING TO OTHER TEAM MEMBERS	DEMONSTRATES UNDERSTANDING AND EMPATHY TO ALL TEAM MEMBERS FOSTERING GOOD TEAM BUILDING

Selection of ARC Advanced Life Support Level 1:ILS Instructors

ILS providers may be selected by the ILS faculty as nominated candidates for the ILS Instructor Course. The Course Director must support the nomination and fully complete this form providing a detailed statement of support. In order to be successfully put forward for ILS Instructor training, the candidate must achieve **all ten criteria**. This may require exceptional level of performance during the course.

The Course Director of the most recent course must support the nomination and complete this form. The Course Director should state the date and centre of the ILS course when completing the detailed 'statement of support section' below. The candidate must achieve **all ten criteria**.

Candidate Name		
Candidate email contact:		
ILS Course Centre		
Course Date		
Nominated by (please print name)		
Course Director (please print name)		
Course Director's Contact details	Telephone	
	Email	
Statement of support from the Course Director		
Please give detailed reasons why the above candidate is nominated for the ILS instructor course		

Essential Attributes – Candidate must meet all ten criteria

1. Registered healthcare professional – Please state Profession/role and professional number below if known:

2. Appropriate professional background – should be clinical, would be expected to be involved in resuscitation as part of their clinical duties.	
3. ILS or ALS Provider. ALS Providers should participate as an observer on a minimum of one ILS course in the 12 months before attending the ILS Instructor course.	
4. Demonstrated excellent core knowledge in all of the following: the ABCDE approach, initial resuscitation and defibrillation, airway management, and CASTack.	
5. Credibility – clinical background, minimum 2 years' post-qualification experience	
6. Demonstrated exceptional ability to communicate at all levels	
7. Demonstrated exceptional ability to work as a team member	
8. Already involved in teaching or resuscitation training and shown outstanding teaching ability	
9. Confident, flexible and adaptable	
10. Interactive and supportive	

Overall Recommendation (tick one)

Suitable

Not Suitable

Course Director's Signature and Date	Date
---	------

Note to Course Directors:

If you have a registered ILSi planned you should offer the candidate a place on your next ILS instructor course, and ensure they register with the ARC.

If you do **not** have an ILSi planned, you need to liaise with the ARC to secure your candidate a place on their next appropriate instructor course.

- Candidates should not contact the ILSi centre direct in the first instance
- You should then send this form with a copy of the candidate's ILS or ALS certificate and their contact details to the ILSi centre.
- To obtain a list of current ILSi centres please email arc@surgeons.org

**DO NOT RETURN THIS FORM TO THE AUSTRALIAN RESUSCITATION COUNCIL
YOU SHOULD RETAIN A COPY OF THIS FORM FOR YOUR RECORDS**