



Instructor Recertification requires diligence, attention to detail and considerable preparation...before, and during your Instructor Recertification course.

Register for this course only if you are fully committed to successful completion.

Please read through this Preparation Overview carefully, and ensure that you have completed all the steps and assignments required as you move closer to, and through the course.

If there are any steps, requirements or components that you are unsure of...contact Frontline First Aid right away to get clarification.

- training@frontlinefirstaid.ca
- 250-470-0205

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PROOF OF CURRENT INSTRUCTOR CERTIFICATION

You must provide proof of current Canadian Red Cross Instructor Certification.

Documentation must be emailed to training@frontlinefirstaid.ca

- Registration will not be approved until proof of prerequisite qualifications is received by Frontline First Aid
- Failure to provide proof of prerequisite qualifications will result in cancellation of registration.

The only acceptable format is electronic verification obtained from the Canadian Red Cross Call Center.

Western Zone office
100-1305 11 Avenue SW
Calgary, Alberta
T3C 3P6
Tel: 1-877-356-3226
Fax: (403) 205-3463
Email: myrcsupport@redcross.ca

If your Instructor certificate has already expired, you will need to get special permission from the Canadian Red Cross National Contact Center to attend a Recertification course.

National First Aid, Swimming & Water Safety Contact Centre
1305 11th Avenue SW Calgary, Alberta
T2C 3P6

t 877-356-3226
f 800-811- 8877
myrcsupport@redcross.ca



MULTIPLE INSTRUCTOR PROGRAM CERTIFICATIONS

Maintaining Instructor Certification across multiple Programs (Disciplines) requires attending a separate Recertification course for each "discipline".

Core Programs Instructor certifications include:

- CPR Instructor
- First Aid & CPR Instructor

Professional Responder Programs Instructor certifications include:

- First Responder Instructor
- EMR Instructor
- Advanced First Aid Instructor
- BLS Instructor

Wilderness Programs Instructor certifications include:

- Wilderness & Remote First Aid Instructor
- Advanced Wilderness & Remote First Aid Instructor

Canadian Red Cross Program Standards stipulate that you must attend a separate Instructor Recertification course for each Instructor Certification that you wish to maintain.

- For example...
- If you are currently certified as both a First Aid & CPR Instructor (FAI) and a Wilderness First Aid Instructor (WRFAI), you will need to attend one Instructor Recertification course to renew your FAI Certification and a second Instructor Recertification course to renew your WRFAI Certification.

Canadian Red Cross Program Standards prohibit Instructors in different disciplines from attending the same Instructor Recertification course. However, in some cases, the Canadian Red Cross may grant special permission, on a case-by-case basis, for Wilderness Instructors and FR/EMR Instructors to attend the same Instructor Recertification course.



PROOF OF MINIMUM TEACHING REQUIREMENTS

In order to qualify for Instructor Recertification, you must have taught at least 3 courses in the past 3 years.

- To qualify for FAI Instructor Recertification, at least one of those courses must have been EFA or SFA (including Recertification courses)
- To qualify for EMR Instructor Recertification, at least one of those courses must have been EMR (including Recertification courses).
- To qualify for First Responder Instructor Recertification, at least one of those courses must have been First Responder (including Recertification courses).
- To qualify for BLS Instructor Recertification, at least one of those courses must have been Basic Life Support (including Recertification courses).
- To qualify for AFA Instructor Recertification, at least one of those courses must have been EMR/AFA (including Recertification courses).
- To qualify for WRFA Instructor Recertification, at least one of those courses must have been Wilderness & Remote First Aid (including Recertification courses).
- To qualify for AWRFA Instructor Recertification, at least one of those courses must have been Advanced Wilderness & Remote First Aid (including Recertification courses)

Documentation must be emailed to training@frontlinefirstaid.ca

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Email: myrcsupport@redcross.ca



LESSON PLAN 1: 5 MINUTE ICE BREAKER/ENERGIZER

At the start of your Instructor Recertification course, you will need to hand in a written Plan for a 5 minute "Ice Breaker" or "Energizer".

- You must bring 2 copies of your Lesson Plan. One to hand in to your Instructor-Trainer at the start of class, and one to keep for you to refer to in-class.
- Instructors who do not complete the pre-course assignments will not be permitted to enter the classroom and will need to schedule a seat in a future recertification course once their pre-course assignments have been completed.

The specific Ice Breaker or Energizer will be one of your choosing. Please try to make the activity relevant to the rest of the class, and related in some way to teaching First Aid.

The Online Fundamentals of Instruction modules include information on Ice Breakers and Energizers.

Written Lesson Plan should include:

- A summary of any prior information the group would have hypothetically learned together already
- Essential content for the topic
- Teaching Time (5 minutes)
- Learning Activities
- Materials required
- Assessment and Evaluation strategies
- Variety of Activities that promote active participation
- No "Lecture" portions for this Lesson Plan
- Classroom layout/formation
- Teaching Aids

Try to utilize activities that allow participants to find/discover/organize the information themselves in a context that is relevant, meaningful and self-directed.



LESSON PLAN 2: 30 MINUTE KNOWLEDGE-BASED

At the start of your Instructor Recertification course, you will need to hand in two copies of a written Lesson Plan for a 30 minute Knowledge-Based lesson.

- You must bring 2 copies of your Lesson Plan. One to hand in to your Instructor-Trainer at the start of class, and one to keep for you to refer to in-class.
- Instructors who do not complete the pre-course assignments will not be permitted to enter the classroom and will need to schedule a seat in a future recertification course once their pre-course assignments have been completed.

The specific topic and lesson activities will be of your choosing.

- The Lesson Plan should be developed in the context of teaching a course to new learners
- The Lesson Plan should reflect the Instructional discipline you are recertifying (Core, Professional Responder or Wilderness).

Written Lesson Plans should include:

- A summary of any prior information the group would have hypothetically learned together already
- Essential content for the topic
- Teaching Time (30 minutes)
- Learning Activities
- Materials required
- Assessment and Evaluation strategies
- Variety of Learner-Centered Activities that promote active participation
- No "Lecture" portions for this Lesson Plan
- Classroom layout/formation
- Teaching Aids

Try to utilize activities that allow participants to find/discover/organize the information themselves in a context that is relevant, meaningful and self-directed.

- No "Lecture" portions are to be included in this Lesson Plan

You are not responsible for bringing the equipment and supplies outlined in your lesson plan.

- However, you are welcome to bring any teaching aids that you specifically want to share with the group.



LESSON PLAN 3: 30 MINUTE SKILL BASED

At the start of your Instructor Recertification course, you will need to hand in two copies of a written Lesson Plan for a 30 minute Skill-Based lesson.

- You must bring 2 copies of your Lesson Plan. One to hand in to your Instructor-Trainer at the start of class, and one to keep for you to refer to in-class.
- Instructors who do not complete the pre-course assignments will not be permitted to enter the classroom and will need to schedule a seat in a future recertification course once their pre-course assignments have been completed.

The specific topic and lesson activities will be of your choosing.

- The Lesson Plan should be developed in the context of teaching a course to new learners
- The Lesson Plan should reflect the Instructional discipline you are recertifying (Core, Professional Responder or Wilderness).

Written Lesson Plans should include:

- A summary of any prior information the group would have hypothetically learned together already
- Essential content for the topic
- Teaching Time (30 minutes)
- Learning Activities
- Materials required
- Assessment and Evaluation strategies
- Variety of Learner-Centered Activities that promote active participation
- No "Lecture" portions for this Lesson Plan
- Classroom layout/formation
- Teaching Aids

Try to utilize activities that allow participants to find/discover/organize the information themselves in a context that is relevant, meaningful and self-directed.

- No "Lecture" portions are to be included in this Lesson Plan

You are not responsible for bringing the equipment and supplies outlined in your lesson plan.

- However, you are welcome to bring any teaching aids that you specifically want to share with the group.



TWO COPIES OF EACH LESSON PLAN

You must bring 2 written or printed copies of Lesson Plan 1, Lesson Plan 2 and Lesson Plan 3, with you to class.

You will not be given classroom time to finish your Lesson Plans.

Instructors who do not complete the pre-course assignments will not be permitted to enter the classroom and will need to schedule a seat in a future recertification course once their pre-course assignments have been completed.

NO “LECTURE” IN LESSON PLANS

No “Lecture” portions are to be included in any of the Lesson Plans you have been assigned.

- This includes Lesson Plan 1 (5 minute Ice Breaker/Energizer), Lesson Plan 2 (30 minute Knowledge-Based) and Lesson Plan 3 (30 minute Skill-Based).

Try to utilize activities that are Learner-Centered, and allow participants to find/discover/organize the information themselves in a context that is relevant, meaningful and self-directed.

TEACHING EQUIPMENT SUPPLIED

You are not responsible for bringing the equipment and supplies outlined in your lesson plan.

- However, you are welcome to bring any teaching aids that you specifically want to share with the group.

INSTRUCTOR GUIDES

You must arrive at your course with the most current and up to date version(s) of the relevant Canadian Red Cross Instructor materials.

- Core Program Instructors must bring a current copy of the Canadian Red Cross First Aid & CPR Instructor Guide
- Professional Responder Instructors must bring a current copy of the Canadian Red Cross Emergency Care Instructor Manual
- Wilderness & Remote First Aid Instructors must bring a current copy of the Canadian Red Cross Wilderness & Remote First Aid Instructor Manual



PROGRAM STANDARDS

You must arrive at your course with a printed copy of the most current and up to date version of the Canadian Red Cross Program Standards. Alternatively, you may bring a PDF copy available on your tablet, smart-phone or laptop computer.

[Click here](#) to download a copy of the most current version of the [Canadian Red Cross Program Standards](#).

Do not rely on Internet connection to download the PDF in class.

FUNDAMENTALS OF INSTRUCTION eBook

You must arrive at your course with a printed copy of the most current and up to date version of the Fundamentals of Instruction eBook. Alternatively, you may bring a PDF copy available on your tablet, smart-phone or laptop computer.

[Click here](#) to download the [Canadian Red Cross Fundamentals of Instruction PDF e-Book](#).

Do not rely on Internet connection to download the PDF in class.

CPR HCP STUDENT SUPPLEMENT

You must arrive at your course with a printed copy of the most current and up to date version of the Canadian Red Cross CPR HCP Student Supplement. Alternatively, you may bring a PDF copy available on your tablet, smart-phone or laptop computer.

[Click here](#) to download a copy of the [Canadian Red Cross CPR HCP Student Supplement](#).

Do not rely on Internet connection to download the PDF in class.

RATIONALE FOR CHANGES NOTICE

You must arrive at your course with a printed copy of the Canadian Red Cross Rationale for First Aid Knowledge and Skill Changes notice. Alternatively, you may bring a PDF copy available on your tablet, smart-phone or laptop computer.

[Click here](#) to download the [Canadian Red Cross Rationale for First Aid Knowledge and Skill Changes](#) notification.

Do not rely on Internet connection to download the PDF in class.

COMPREHENSIVE GUIDE TO FIRST AID

You must arrive at your course with a printed copy of the Canadian Red Cross Rationale for First Aid Knowledge and Skill Changes notice. Alternatively, you may bring a PDF copy available on your tablet, smart-phone or laptop computer.

[Click here](#) to download the [Canadian Red Cross Comprehensive Guide to First Aid](#).

Do not rely on Internet connection to download the PDF in class.



INTERNET UNRELIABILITY

- Internet / phone connectivity may not be reliable in the classroom.
- Do not count on being able to download any materials or resources in class.
- Make sure you arrive with offline access to all required materials and files.

STUDENT LEVEL MATERIALS

You must arrive at your course with the most current and up to date version(s) of the relevant Canadian Red Cross Student level materials.

- Core Program Instructors must bring a copy of the most current Canadian Red Cross First Aid & CPR Student Manual
- Professional Responder Instructors must bring a copy of the most current Canadian Red Cross Emergency Care Manual
- Wilderness & Remote First Aid Instructors must bring a copy of the most current Canadian Red Cross Wilderness & Remote First Aid Field Guide

SKILL COMPETENCY

You must arrive at your course capable of demonstrating and teaching all the skills relevant to your Instructor Certification Level, based on the appropriate Canadian Red Cross Skills Checklists

- Core Program Instructors must download, print and review the [Canadian Red Cross First Aid & CPR Skills Checklists](#)
- EMR Instructors must download, print and review the [Canadian Red Cross EMR Skills Checklists](#)
- First Responder Instructors must download, print and review the [Canadian Red Cross First Responder Skills Checklists](#)
- Wilderness & Remote First Aid Instructors must download, print and review the [Canadian Red Cross Wilderness First Aid Skills Checklists](#)
- Advanced Wilderness & Remote First Aid Instructors must download, print and review the [Canadian Red Cross Advanced Wilderness First Aid Skills Checklists](#)



POTENTIAL REMEDIATION

Your Instructor-Trainer may, at their discretion, document your participation as incomplete, and require that you attend another Recertification course, if you don't demonstrate the minimum standards of competence, preparation and behaviour in class.

This option is likely to be exercised if you arrive unprepared, without all required materials, demonstrate weak skills, or weak Instructional abilities in the Recertification course.

REGISTRATION SUBJECT TO APPROVAL & PAYMENT

Your Registration will not be approved or confirmed until you submit proof of all Prerequisites.

Documentation must be emailed to training@frontlinefirstaid.ca

- Registration will not be approved until proof of prerequisite qualifications is received by Frontline First Aid
- Failure to provide proof of prerequisite qualifications will result in cancellation of registration.

Once proof of Prerequisites have been received, and your Registration approved, you will be able to confirm your spot by making full payment.