



**CANADIAN
RED CROSS**



FIRST AID

NATIONAL PROGRAM STANDARDS

October 2014

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Introduction

Overview

These national program standards were revised in 2014 during the updates to the First Aid Programs. The Canadian Red Cross has committed to reviewing these annually to ensure they support quality delivery in the field.

These standards were developed for Instructors, Facilitators, Instructor Trainers, Master Instructor Trainers, Training Partners, and staff of the Canadian Red Cross to use and follow. The first section includes the standards for all participant-level First Aid and CPR/AED courses and the second section contains the requirements for all the Instructor development programs that support the participant-level courses.

The standards included in this document are those accepted by the Canadian Red Cross based on ILCOR guidelines and they meet the decisions agreed upon by the national training agencies for first aid and CPR/AED techniques. As a Red Cross Instructor/Instructor Trainer or Training Partner, you are required to teach the sequences as laid out in this document. Any changes to the standards or procedures will be distributed in writing by the Canadian Red Cross.

Some procedures, such as AED, differ in certain provinces/territories or jurisdictions due to legislation requirements. In these cases, local and/or zone offices will provide the standards and protocols in writing. If you are unsure of the current standard you are required to follow, please contact the Canadian Red Cross.

Legislative Requirements

All First Aid Programs must adhere to federal, provincial, and territorial legislation, which is found at redcross.ca/firstaidlegislation. While the Canadian Red Cross has researched the legislative requirements, it is the responsibility of the Instructor to ensure that those requirements are met in the courses that they instruct.

Red Cross First Aid

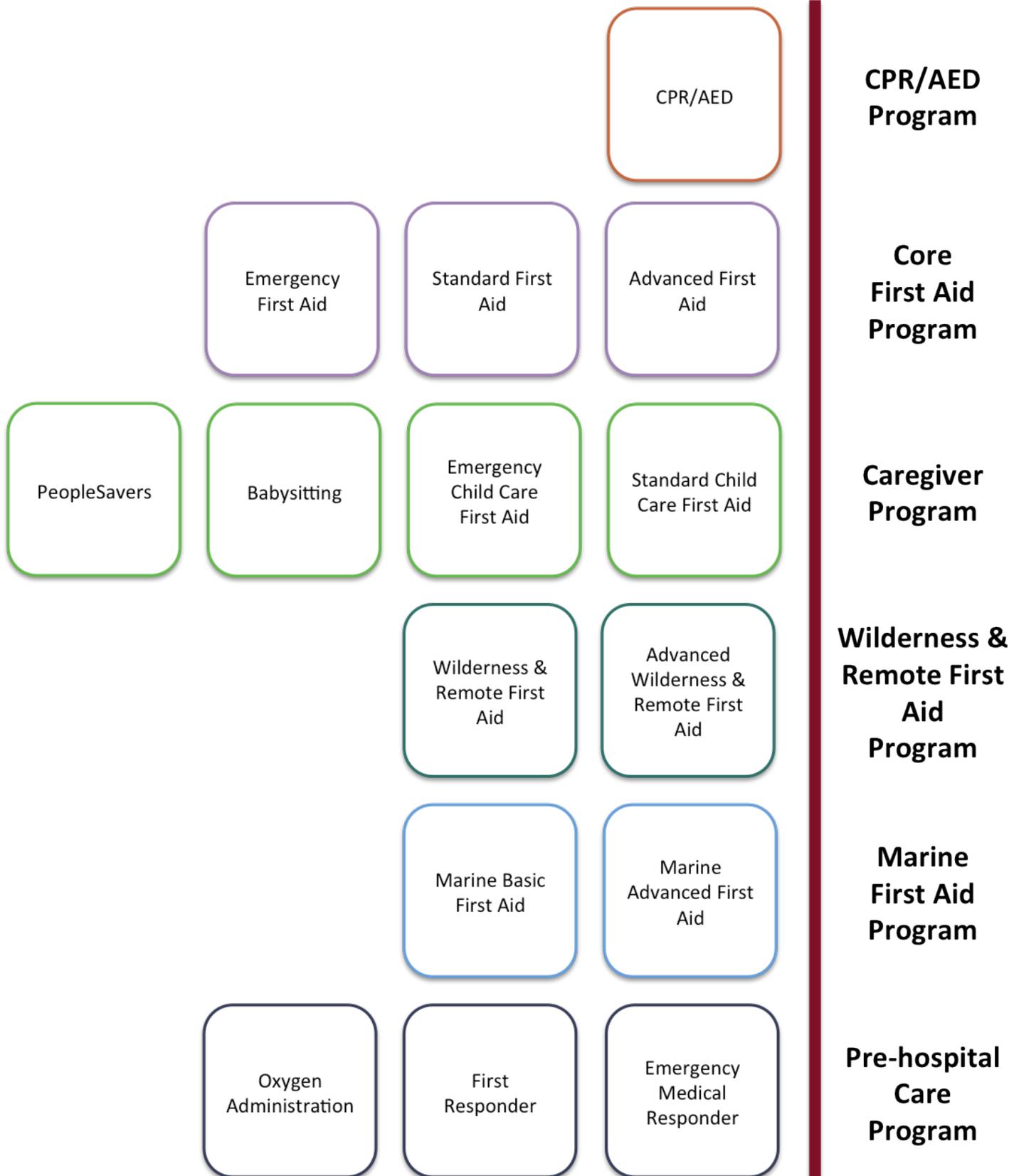
Logos

Healthy First Aid Practices

Teaching time

First Aid Equipment

Delivery



Red Cross First Aid

Red Cross First Aid Goal

“Improve quality of life by preparing people to make safe choices, prevent injuries, and help in emergency situations.”

Red Cross Slogan

Red Cross First Aid. The Experience to Make a Difference.

First Aid Programs and Courses

Red Cross First Aid has both individual courses and programs.

All Canadian Red Cross courses:

- Teach participants how to prevent injuries and make healthy lifestyle choices
- Include a component on the emergency medical services (EMS) system
- Have a recommended minimum time frame that lets you effectively teach the course content based on the number of participants, the amount of equipment, and the previous training of the participants

All CPR/AED and first aid components of Canadian Red Cross courses are taught in accordance with ILCOR and the national training agencies.



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INSTRUCTOR AND TRAINING PARTNER
RESOURCES.

The Red Cross Emblem

The Red Cross, Red Crescent, and Red Crystal emblems are internationally recognized symbols used to protect individuals during armed conflicts. They have a secondary use to identify organizations, like the Canadian Red Cross, that make up the International Red Cross and Red Crescent Movement (the Movement). We safeguard both uses in the Geneva Conventions and in national laws.

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LEARN MORE ABOUT THE
RED CROSS EMBLEM.

Appropriate use of the emblem helps preserve its protective power and, by that,



helps to save lives. The Red Cross emblem is among the most recognized symbols in the world. Consistent and correct presentation also makes good sense for promotional and fundraising purposes. We should, therefore, display it on any Red Cross materials, publications, or products and use the emblem in conjunction with the name, Canadian Red Cross.



Even the most effective symbol cannot create a positive visual identity in a vacuum. Every item that displays the corporate identity (the Canadian Red Cross name and emblem)—posters, products, and signs—must live up to the image of the Canadian Red Cross. All of these pieces must work together as an integrated whole, to guide and reinforce a positive total image.



Training Partners

Canadian Red Cross Training Partners are allowed to use the Training Partner logo under the conditions outlined in our graphic standards.

The Universal Sign of First Aid

The universal sign of first aid is a **white cross on a green background** and should be used to designate a first aid station, first aid kit, or other first aid-related item.



Healthy First Aid Practices

The Canadian Red Cross has a responsibility to safeguard the health and safety of participants enrolled in any Canadian Red Cross course. The materials and procedures found in the First Aid and CPR Programs reflect this concern.

As an Instructor/Instructor Trainer, one of your responsibilities is to protect participants from health risks. The procedures outlined here are designed to limit the risk of any strenuous practice that could cause injury or sudden illness; limit the risk of transmission of communicable diseases; and limit the risk of one participant injuring another when practising on a partner.

Physical Activity

Participants and Instructor/Instructor Trainer candidates must be made aware of the following at the start of every Canadian Red Cross First Aid and CPR course.

For most people, the physical activity involved in a First Aid and/or CPR course should not pose a threat to their health. There are a small number of people who may find the physical activities in a course strenuous.

If they are unsure if they should participate in any aspect of the course involving physical activity, they should see the course conductor before the course begins. Should they wish to remain in the course but are unable to perform all of the required skills, they cannot successfully complete the course and receive certification.

Prevention of Disease Transmission

Prevention of disease transmission (PDT) and handwashing components must be included in every Canadian Red Cross First Aid course. Good hygiene is important in first aid because unhygienic practices can pass on many infections. Individuals who are infected with a contagious disease should use their own mannequin and all precautions should be taken to reduce exposure to other participants.

Teaching Time

Teaching time refers to time spent on learning activities (e.g., content discussion, scenarios, demonstrations, completing exams, etc.); it does not include time spent on course administration, breaks, or any other non-learning-related elements. The teaching times listed for each course indicate *minimum* teaching time; this may be extended for optional modules, to meet audience-specific needs, legislative requirements, or to ensure participants are meeting the standards.

First Aid Equipment

Equipment Ratios

Instructor to Participant	1:12 and below	1:18	1:30*
Floor Space to Participant	1.4m ² (15 sq. feet):1	1.4m ² (15 sq. feet):1	1.4m ² (15 sq. feet):1
Adult Mannequins to Participant	1:4	1:1	1:4
Baby Mannequins to Participant	1:4	1:1	1:4
AED Trainers to Participant	1:4	1:3	n/a
Blankets to Participant	1:4	1:4	1:2
Triangular Bandages to Participant	5:2	5:2	5:2
Barrier Devices and Latex-free Gloves to Participant	1:1	1:1	1:1
Response Kits (for Pre-hospital Care Program) to Participant	1:4	n/a	n/a

**1:30 is only applicable for the PeopleSavers and Babysitting courses.*

Response Kits

Response kits are only used where indicated.

Each response kit should include:

- Blood pressure cuff
- Commercial tourniquet
- Stethoscope and teaching stethoscope
- Oxygen cylinder and regulator
- Set of Nasopharyngeal Airways (NPA)
- Set of oropharyngeal airways
- Nasal cannula
- Bag-valve-masks (BVMs) suitable for adult, child, and baby
- Suction device and tips for suction device
- Non-rebreather masks
- Roller bandages
- Non-sterile dressings or gauze pads
- Triangular bandages
- Blanket

Ventilating a Mannequin

In Canadian Red Cross non-certification courses, candidates are not required to demonstrate rescue breathing but must be able to describe how to make an effective seal and perform inflations.

All certification course participants have to ventilate into the mannequin to show the Instructor proper technique. Participants are encouraged to use a **mouth barrier device** to demonstrate these skills.

First Aid Instructors must demonstrate to the participants ventilating into the mannequin with a barrier device. When demonstrating this skill to participants, the First Aid Instructor will use only barrier devices suitable for the mannequin being used.

When Instructors are completing their First Aid Instructor certification, they must bring a barrier device to the certification and demonstrate to the Instructor Trainer that they are able to ventilate the mannequin properly with this device.

First Aid Equipment Cleaning and Decontamination

It is the responsibility of the First Aid Instructor/Instructor Trainer to ensure that all equipment used during the course is clean and safe for use. Some mannequins have disposable plastic bags that come out of the mouth and cover the mannequin's face. Others have individual faces that you can put on before each participant's practice and take off after the participant has finished. Only use equipment models that can be decontaminated after class according to the recommendations below.

Equipment decontamination must be completed after each session for the following equipment:

- Mannequins
- BVMs
- Pocket masks
- Reusable barrier devices
- Any other equipment that comes into contact with body fluids

Other first aid equipment, such as bandages and clothing on the dolls, should be washed after each class so they are clean for the next class.

Mannequin, BVM and Barrier Device Decontamination

Following each class/training session:

1. Gloves (non-latex) and safety goggles should be worn for disassembly of mannequin parts (face, mouth tubing and chest plate)
2. Wash all surfaces with warm water and soap; brushes should be used to provide friction
3. Thoroughly rinse surfaces with fresh tap water
4. Soak all surfaces in freshly prepared chlorine bleach solution (minimum 10 minutes)
5. Rinse all surfaces with fresh tap water and dry all parts thoroughly. Rinsing with alcohol will aid drying of internal surfaces and prevent survival and growth of bacterial or fungal pathogens.
6. Safely discard any unused solution.

When cleaning a mannequin between each participant's use or when more than one individual is using a mannequin:

1. Clean with alcohol (70% Isopropyl or Ethyl Alcohol)ⁱ
2. Gloves (non-latex) and safety goggles should be worn during the application of alcohol to the surface of the mannequin.
3. To be effective, alcohol must be on the surface for at least 30 seconds, combined with vigorous scrubbing. (Prepared wipes, clean gauze pads).
4. Allow the alcohol to air dry

Chlorine Bleach Solution (60 ml (1/4 cup) chlorine bleach in 4 L (one gallon) water)

1. Gloves (non-latex) and safety goggles should be worn during the application of chlorine bleach solution to the surface of the mannequin.
2. Use a clean absorbent material wet with chlorine bleach solution to swipe all surfaces. Surfaces should remain wet for at least 60 seconds (one minute), then wipe with a second clean absorbent material.
3. Safely discard any unused solution.

We recommend that each student be provided with an individual mannequin face or complete mannequin. This eliminates the need for decontamination between participants.

Multimedia Presentations

All media to be used in Canadian Red Cross First Aid Courses must be approved by Canadian Red Cross beforehand. Any additional content for any Red Cross First Aid Course must be pre-approved by Red Cross and fit within the course timelines.

If something needs to be added to a course due to local protocols, this piece must be provided to Red Cross along with how it will fit into the course timelines. Questions may be directed to: instructorfeedback@redcross.ca.

Delivery

Traditional

The traditional method is the standard method for all Canadian Red Cross First Aid courses. It is characterized by purely in-class, face-to-face instruction.

Blended

Blended delivery relies on a combination of in-class, face-to-face instruction with online instruction. It is a method in which typically theory and information is conveyed to the participants outside of the classroom through an online component, which allows for the in-class component to concentrate on skill development and application of theory.



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redcrosselearning.ca

Online

Online delivery is entirely completed online. The participant experience is automated and the participant is required to complete a variety of activities through a learning management system.

CPR/AED Program

Overview	Canadian Red Cross CPR/AED courses offer lifesaving first aid skills. All courses cover cardiopulmonary resuscitation (CPR) for adults, children, and babies. Courses meet legislation requirements for provincial/territorial worker safety and insurance boards. Courses offer skills for individuals needing training for the workplace or for those interested in having first aid skills so they can respond to emergencies at home.
Courses	CPR/AED

Description:

Courses on cardiopulmonary resuscitation (CPR) and automated external defibrillation provide the skills needed to recognize and respond to cardiovascular emergencies and choking for adults, children, and babies depending on the level of CPR chosen. All include using an automated external defibrillator (AED). Courses are suitable for those looking for training for the workplace or for their own general interest.

Course Instructor: CPR Instructor (including FAI, WRFAI, AWRFAI, ECI, AECEI, FAIT, WRFAIT, and ECIT)

Course Length:

CPR-A	4 hours of teaching time
CPR-C	5 hours of teaching time
CPR-HCP	6 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

Canadian Red Cross *CPR/AED Manual*
 Knowledge evaluation and answer sheet
 Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult ventilating mannequins (and baby ventilating mannequins when teaching CPR-C or CPR HCP) with full torso or a mannequin that can be used to demonstrate proper AED pad placement*
 - AED trainers*
 - Equipment cleaning supplies
 - Barrier devices and latex-free gloves*
 - Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
 - BVMs suitable for adult, child, and baby (for healthcare provider content only)
 - LCD projector and computer
 - Red Cross Course Media Presentation
- Recommended:**
- Metered-dose inhalers and spacers (2)
 - Simulation kit
 - Flip chart or dry-erase board
 - Mats
 - Office supplies
 - Name tags

Pre-course Requirements:

None

Course Content:

Level A

The Red Cross
 The First Aider’s Role
 Check, Call, Care
 H.A.IN.E.S. Recovery Position
 Choking—adult
 Assisting with Medications
 Angina and Heart Attack
 Stroke
 CPR—adult
 Deadly Bleeding

Level C

Level A content
 Choking—child and baby
 CPR—child and baby

HCP

Level C content
 Jaw thrust
 Pulse check
 Rescue breathing—adult, child, and baby
 BVM—adult, child, and baby
 Two-rescuer CPR—adult, child, baby

See the Instructor manual for specific “must knows” for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Recertification:

For recertification, standards remain the same with the following variations:

- Proof of current CPR-C or CPR-HCP certification (or as legislation dictates) required

Only CPR-C and CPR-HCP may be recertified. Participants are not required to purchase an additional *CPR/AED Manual* unless the participant has not previously attended a CRC course or program has had revision.

- Required teaching time is as follows:

CPR-C	4 hours of teaching time
CPR-HCP	5 hours of teaching time

Blended Delivery

In blended delivery, standards remain the same with the following variations:

- Participant materials are recommended to be distributed two to four weeks prior to the scheduled classroom component, including online component access information.
- Must be taught by a Blended Learning Instructor.
- Participants must complete the classroom component within six weeks of completing the online component. If a participant does not attend a classroom session within this timeframe, they are required to purchase a second PIN and retake the online component before being admitted into the classroom. (Note: in Ontario participants have 4 weeks)
- Required teaching time is as follows:

		Anticipated Online Component	In-class Component
Course	CPR-A	2 hours of teaching time	2.5 hours of teaching time
	CPR-C	2 hours of teaching time	3.5 hours of teaching time
	CPR-HCP	2 hours of teaching time	4.5 hours of teaching time
Recertification	CPR-C	2 hours of teaching time	2.5 hours of teaching time
	CPR-HCP	2 hours of teaching time	3.5 hours of teaching time

Core First Aid Program

Overview	Canadian Red Cross core First Aid & CPR courses offer lifesaving first aid skills. All courses cover cardiopulmonary resuscitation (CPR) for adults, children, and babies (according to the level of CPR included). Courses meet legislation requirements for provincial/territorial worker safety and insurance boards. Courses offer skills for individuals needing training for the workplace or for those interested in having first aid skills so they can respond to emergencies at home.
Courses	<p>Emergency First Aid</p> <p>Standard First Aid</p> <p>Advanced First Aid</p>
Notes	For the province of British Columbia, see the WEFA Quality Assurance Manual for more information.

Emergency First Aid

Description:

Basic one-day course offering an overview of first aid and cardiopulmonary resuscitation (CPR) skills for the workplace or home. Course covers skills needed to recognize, prevent, and respond to circulation emergencies for adults (CPR level A, C, or HCP). Other topics include airway and breathing emergencies, as well as the prevention of disease transmission.

Course Instructor: First Aid Instructor (including WRFAI, AWRFAI, ECI, AEI, FAIT, WRFAIT, and ECIT)

Course Length: 6.5–8 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75% Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *First Aid & CPR Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Adult ventilating mannequins (and baby ventilating mannequins when teaching CPR-C or CPR-HCP) with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® | <ul style="list-style-type: none"> ▪ BVMs suitable for adult, child, and baby (for healthcare provider content only) ▪ LCD projector and computer ▪ Red Cross Course Media Presentation | <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Metered-dose inhalers and spacers (2) ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags |
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Pre-course Requirements:

None

Course Content:

The Red Cross
 Preparing to Respond
 The Emergency Medical Services System
 Check, Call, Care
 Airway Emergencies
 Breathing and Circulation Emergencies
 Respiratory and Cardiac Arrest (including CPR A, C, or HCP)
 Wound Care

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

Certification card and optional wall certificate
 3 years

Recertification:

For recertification, standards remain the same with the following variations:
 Only 5–6 hours of teaching required
 Proof of current Emergency First Aid certification by a approved provider (or as legislation dictates) required
 Participants are not required to purchase an additional *First Aid & CPR Manual unless* the participant has not previously attended a CRC course or program has had revision.

Note: Please be aware of local/provincial regulations that may dictate different maintenance and recertification requirements.

www.redcross.ca/firstaidlegislation

Blended Delivery

In blended delivery, standards remain the same with the following variations:

- Participant materials are recommended to be distributed two to four weeks prior to the scheduled classroom component, including online component access information.
- Must be taught by a Blended Learning Instructor.
- Participants must complete the classroom component within six weeks of completing the online component. If a participant does not attend a classroom session within this timeframe, they are required to purchase a second PIN and retake the online component before being admitted into the classroom. (Note: in Ontario participants have 4 weeks)
- Required teaching time is as follows:

		Anticipated Online Component	In-class Component
Course	EFA-A	3 hours of teaching time	4.0 hours of teaching time
	EFA-C	3 hours of teaching time	4.5 hours of teaching time
	EFA-HCP	3 hours of teaching time	5.5 hours of teaching time
Recertification	EFA-C	2 hours of teaching time	3.5 hours of teaching time
	EFA-HCP	2 hours of teaching time	3.5 to 4.5 hours of teaching time

Standard First Aid

Description:

Comprehensive two-day course offering first aid and cardiopulmonary resuscitation (CPR) skills for those who need training for work requirements or who want more knowledge to respond to emergencies at home. Course covers a variety of topics from basic (circulation and breathing emergencies, and prevention of disease transmission) to in-depth (sudden medical emergencies and injuries to the head and/or spine).

Course Instructor: First Aid Instructor (including WRFAI, AWRFAI, ECI, AEI, FAIT, WRFAIT, and ECIT)

Course Length: 14–16 hours of teaching time
For enhanced learning of our participants it is recommended that there be no more than 8 hours of instruction daily.

Maximum Instructor to Participant Ratio: 1:18*

Note: Please be aware of local/provincial regulations that may dictate different maintenance and recertification requirements.

www.redcross.ca/firstaidlegislation

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75% Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require.

Required Participant Materials:

- Canadian Red Cross *First Aid & CPR Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult ventilating mannequins (and baby ventilating mannequins when teaching CPR C or HCP) with full torso or a mannequin that can demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- Splinting materials
- Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
- BVMs suitable for adult, child, and baby (for healthcare provider content only)
- LCD projector and computer
- Red Cross Course Media Presentation

Recommended:

- Metered-dose inhalers and spacers (2)
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

None

Course Content:

- The Red Cross
- Preparing to Respond
- The Emergency Medical Services System
- Check, Call, Care
- Airway Emergencies
- Breathing and Circulation Emergencies
- Respiratory and Cardiac Arrest (including CPR A, C, or HCP)
- Wound Care
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Sudden Medical Emergencies
- Environmental Emergencies
- Poisons

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Recertification:

For recertification, standards remain the same with the following variations:

- Only 6–9 hours of teaching required
- Proof of current Standard First Aid certification by a approved provider (or as legislation dictates) required

Participants are not required to purchase an additional *First Aid & CPR Manual* unless the participant has not previously attended a CRC course or program has had a revision.

Note: Please be aware of local/provincial regulations that may dictate different maintenance and recertification requirements.

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Blended Delivery

In blended delivery, standards remain the same with the following variations:

- Participant materials are recommended to be distributed two to four weeks prior to the scheduled classroom component, including online component access information.
- Must be taught by a Blended Learning Instructor.
- Participants must complete the classroom component within six weeks of completing the online component. If a participant does not attend a classroom session within this timeframe, they are required to purchase a second PIN and retake the online component before being admitted into the classroom. (Note: in Ontario participants have 4 weeks)

- Required teaching time is as follows:

		Anticipated Online Component	In-class Component
Course	SFA-A	8 hours of teaching time	6.5 hours of teaching time
	SFA-C	8 hours of teaching time	7.5 hours of teaching time
	SFA-HCP	8 hours of teaching time	8-9 hours of teaching time
Recertification	SFA-A	4 hours of teaching time	4 hours of teaching time
	SFA-C	4 hours of teaching time	5 hours of teaching time
	SFA-HCP	4 hours of teaching time	5-6 hours of teaching time

Advanced First Aid

Description:

Broad course offering advanced first aid and cardiopulmonary resuscitation (CPR) skills for those typically designated as a workplace first aid responder. Course covers a variety of topics from basic (circulation and breathing emergencies, and prevention of disease transmission) to advanced (sudden medical emergencies and injuries to the head and/or spine), including instruction dedicated to understanding workplace legislation and responsibilities.

Course Instructor: Advanced Emergency Care Instructor (including ECIT)

Course Length: 80 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 80 %
- Ability to successfully complete the skills checklist
- Ability to successfully complete two evaluated scenarios (one each, medical and trauma)
- Participant must see and interact with an emergency response vehicle in order to successfully complete the course requirements
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Emergency Care*
- Canadian Red Cross *Emergency Care Workbook*
- Knowledge evaluation and answer sheet
- Course feedback form
- Pre-course assignment

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Full-body motion restriction device (e.g., spine board) ▪ Cervical collars ▪ Various full-faced helmets ▪ Response kits* ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® ▪ Metered-dose inhalers and | <ul style="list-style-type: none"> ▪ Commercial tourniquet ▪ Pulse Oximeter <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags ▪ Teaching stethoscopes ▪ Airway training mannequin ▪ Upper body motion restriction device ▪ Traction splint ▪ Commercial head immobilizer ▪ Transport vehicles and stretcher <p>Optional:</p> <ul style="list-style-type: none"> ▪ Obstetrics kit |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- spacers (2)
- LCD projector and computer
- Red Cross Course Media Presentation

Pre-course Requirements:

- Participant must be certified in Standard First Aid with CPR level C.
- Completion of the Emergency Care Workbook assignment as defined in the Instructor Manual.

Course Content:

Part 1 – Preparing to Respond

- The Responder
- The Emergency Scene
- Preventing Disease Transmission

Part 2 – Establishing Priorities of Care

- Anatomy and Physiology
- Assessment
- Respiratory Emergencies
- Airway and Ventilation
- Circulatory Emergencies
- Bleeding
- Shock
- Pharmacology

Part 3 – Traumatic Injuries

- Soft Tissue Injuries
- Musculoskeletal Injuries
- Head and Spine Injuries
- Chest, Abdominal, and Pelvic Injuries

Part 4 – Medical Emergencies

- Sudden Illnesses
- Poisoning
- Heat- and Cold-Related Emergencies

Part 5 – Special Populations and Situations

- Special Populations and Crisis Intervention
- Childbirth
- Reaching and Moving People
- Multiple Casualty Incidents
- Transportation
- Workplace

Includes CPR-HCP.

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Other Notes:

Participants need to be familiar with local protocols.

Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.

Recertification:

For recertification, standards remain the same with the following variations:

- Only 40 hours of teaching required
- Proof of current Advanced First Aid certification (or as legislation dictates) required
- Participants are required to have a current *Emergency Care*

FR to AFA Upgrade:

For upgrade purposes, standards remain the same with the following variations:

- Only 40–60 hours of teaching required
- Proof of current Red Cross First Responder certification (or as legislation dictates) required
- All skills must be checked prior to the start of the course
- If candidates complete the pre-course assignment (Emergency Medical Responder Workbooks), the upgrade can be reduced to 40 hours of teaching

Caregiver Program

Overview

Canadian Red Cross caregiver courses are designed to introduce caregivers to injury prevention skills and knowledge. While the Child Care First Aid courses are aimed at an adult audience providing care to children, the PeopleSavers and Babysitting courses are aimed towards children and youth. Research shows that children offered injury prevention training are more likely to experience fewer injuries at home, school, or at play. They are also encouraged to use these skills to assist others.

Courses

PeopleSavers

Babysitting

Emergency Child Care First Aid

Standard Child Care First Aid

Description:

This program is designed to give children basic first aid knowledge and awareness and show them their role in the emergency medical services (EMS) system. Four levels offer age-specific training.

Course Instructor: PeopleSavers Facilitator (including FAI, WRFAI, AWRFAI, ECI, AECI, FAIT, WRFAIT, and ECIT)

Course Length:

Level 1	1 hour of teaching time
Level 2	2 hours of teaching time
Level 3	3 hours of teaching time
Level 4	4 hours of teaching time

Maximum Instructor to Participant Ratio: 1:30*

Completion Criteria:

- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course

Required Participant Materials:

- Appropriate level of the Canadian Red Cross *PeopleSavers Workbook*
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Blankets*
- Level 4 only:
 - Adult ventilating mannequins*
 - Equipment cleaning supplies

Recommended:

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Barrier devices and latex-free gloves*
- Triangular bandages*

Pre-course Requirements:

- Level 1** – 5–6 years old
- Level 2** – 6–8 years old
- Level 3** – 8–10 years old
- Level 4** – 10–12 years old

Course Content:

Each level builds progressively on the previous one.

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">Level 1</p> <ul style="list-style-type: none"> ▪ Red Cross ▪ I am a PeopleSaver ▪ Check for Safety ▪ Call for Help ▪ Conclusion | <ul style="list-style-type: none"> ▪ Care for a person <ul style="list-style-type: none"> - Choking - Bleeding - Comfort - Poisons - Burns |
| <p style="text-align: center;">Level 2</p> <ul style="list-style-type: none"> ▪ Red Cross ▪ I am a PeopleSaver ▪ Check for Safety <ul style="list-style-type: none"> - Poisons ▪ Call for Help ▪ Care for a person <ul style="list-style-type: none"> - Cuts and scrapes - Burns | <p style="text-align: center;">Level 4</p> <ul style="list-style-type: none"> ▪ Red Cross ▪ I am a PeopleSaver ▪ Check for Safety ▪ Call for Help ▪ Care for a Person <ul style="list-style-type: none"> - Unconsciousness - Choking - Bleeding - Comfort - Poisons - Broken bones - Burns |
| <p style="text-align: center;">Level 3</p> <ul style="list-style-type: none"> ▪ Red Cross ▪ I am a PeopleSaver ▪ Check for Safety ▪ Call for Help | |

- Certification:**
- Participation card
 - No expiry

Recertification:
Not applicable

Description:

Basic first aid and caregiving skills for youth 11–15 years old. Participants learn how to provide care to younger children in a variety of age groups, and how to prevent and respond to emergencies. Course also offers youth the training to promote themselves as a babysitter to prospective parents.

Course Instructor: Babysitting Facilitator (including FAI, WRFAI, AWRFAI, ECI, AEI, FAIT, WRFAIT, and ECIT)

Course Length: 8 hours of teaching time

Maximum Instructor to Participant Ratio: 1:30*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Participants must attend and participate in 100% of the course
- Facilitators/Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Babysitter’s Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Dolls
- Three-inch roller bandage
- Non-sterile gauze pads
- Bottles with nipples
- 1 bib or towel for every doll
- Diapers
- Disposable baby wipes
- Equipment cleaning supplies
- Latex-free gloves*

Recommended:

- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

Participants must be 11 years of age or older (grade six and up)

Course Content:

- Canadian Red Cross
 - The Business of Babysitting
 - Caring for Babies
 - Caring for Toddlers
 - Caring for Preschoolers
 - Caring for School-aged Children
 - Injury is No Accident: Creating Safe Environments
 - How to Handle Emergencies and First Aid
-

Certification:

- Participation card
- No expiry

Recertification:

Not applicable

Emergency Child Care First Aid

Description:

Basic one-day course offering an overview of first aid and cardiopulmonary resuscitation (CPR) skills with a focus on childhood injuries and illnesses. Course covers skills needed to recognize, prevent, and respond to circulation emergencies for babies and children (CPR level B). Other topics include airway and breathing emergencies, as well as prevention of disease transmission. Course is designed for those in the early childhood education industry as well as for parents/caregivers.

Course Instructor: First Aid Instructor (including WRFAI, AWRFAI, ECI, AECEI, FAIT, WRFAIT, and ECIT)

Course Length: 8 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Child Care First Aid & CPR Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Child and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® | <ul style="list-style-type: none"> ▪ LCD projector and computer ▪ Red Cross Course Media Presentation <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Metered-dose inhalers and spacers (2) ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Pre-course Requirements:

None

Course Content:

- The Red Cross
- Preparing to Respond
- The Emergency Medical Services System
- Check, Call, Care
- Airway Emergencies
- Breathing and Circulation Emergencies
- Respiratory and Cardiac Arrest (for babies and children)
- Wound Care
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Sudden Medical Emergencies
- Environmental Emergencies
- Poisons
- Keeping Children Safe

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Recertification:

For recertification, standards remain the same with the following variations:

- Only 6–8 hours of teaching required
- Proof of current Emergency Child Care First Aid certification (or as legislation dictates) required
- Participants are not required to purchase an additional *Child Care First Aid & CPR Manual* unless the participant has not previously attended a CRC course or program has had revision.

Standard Child Care First Aid

Description:

Comprehensive two-day course offering first aid and cardiopulmonary resuscitation (CPR) skills with a focus on childhood injuries and illnesses. Course covers a variety of topics from basic (CPR level B, circulation emergencies, airway and breathing emergencies, and prevention of disease transmission) to in-depth (sudden medical emergencies and injuries to the head and/or spine). Designed for those in the early childhood education industry or those who want more knowledge to respond to emergencies involving children and babies.

Course Instructor: First Aid Instructor (including WRFAI, AWRFAI, ECI, AECl, FAIT, WRFAIT, and ECIT)

Course Length: 16–20 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Child Care First Aid & CPR Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Child and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- Splinting materials
- Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
- Metered-dose inhalers and spacers (2)
- LCD projector and computer
- Red Cross Course Media Presentation

Recommended:

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

None

Course Content:

- The Red Cross
- Preparing to Respond
- The Emergency Medical Services System
- Check, Call, Care
- Airway Emergencies
- Breathing and Circulation Emergencies
- Respiratory and Cardiac Arrest (including CPR-B for babies and children)
- Wound Care
- First Aid Kits
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Sudden Medical Emergencies
- Environmental Emergencies
- Poisons
- Childhood Illnesses
- Keeping Children Safe

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Recertification:

For recertification, standards remain the same with the following variations:

- Only 8–9 hours of teaching required
- Proof of current Standard Child Care First Aid certification (or as legislation dictates) required

Participants are not required to purchase an additional *Child Care First Aid & CPR Manual* unless the participant has not previously attended a CRC course or program has had revision.

Wilderness & Remote First Aid Program

Overview	Canadian Red Cross developed specialty first aid courses for remote and wilderness settings. Courses are suitable for those who live, work, and/or play in remote locations or for individuals who supervise those who do.
Courses	Wilderness & Remote First Aid Advanced Wilderness & Remote First Aid

Wilderness & Remote First Aid

Description:

Basic level of Wilderness & Remote First Aid that covers material in Standard First Aid & CPR, plus special material on techniques for wilderness and remote areas. Course also offers strategies for providing extended care for up to 24 hours. Part of the course is taught in an outdoor setting and requires greater physical activity and endurance than typical first aid training. Suitable for those who work or live in remote locations or who are outdoor recreation enthusiasts.

Course Instructor: Wilderness & Remote First Aid Instructor (including AWRFAI and WRFAIT)

Course Length: 20 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Wilderness & Remote First Aid Field Guide*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- Splinting materials
- Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
- Metered-dose inhalers and spacers (2)
- Improvised equipment for:
 - Wound care
 - Spinal motion restriction
 - Splinting
 - Hypothermia care
 - Moving people

Recommended:

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- LCD projector and computer
- Red Cross Course Media Presentation
- Ropes and tarps
- Communication devices

Pre-course Requirements:

Participant must be in good health and physical condition.

Course Content:

- Planning
- Your Health
- Assessment
- Airway Emergencies
- Breathing and Circulation Emergencies
- Cardiac and Respiratory Arrest (includes CPR-C)
- Wound Care
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Sudden Medical Emergencies
- Environmental Emergencies

- Poisons
- Extended Care
- Evacuation: Transporting the Ill or Injured Person

See the Instructor manual for specific content for each section.

More than 25% of the course must be taught in a non-urban setting. If possible, more than 50% of the course should be taught in a non-urban setting.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years (or as legislation dictates)

Other Notes:

- Instructors must have a trip plan prepared and filed with a responsible individual not involved in the course. A sample can be found on redcross.ca/myrc.
- To facilitate the life-like scenarios, hands-on elements are a must for this program.
- Instructors should inform local emergency services that they are performing mock emergency training, which will lessen the risk of having a real emergency response.

Recertification:

For recertification, the standards remain the same with the following variations:

- Only 8–10 hours of teaching required
 - Proof of current Wilderness & Remote First Aid certification (or as legislation dictates) required
- Participants are not required to purchase an additional *Wilderness & Remote First Aid Field Guide* unless the participant has not previously attended a CRC course or program has had revision.
- During a recertification, the following topics are not required:
 - Planning
 - Your Health
 - Assessment

Advanced Wilderness & Remote First Aid

Description:

Comprehensive first aid and CPR techniques for those who need a higher level of training to work and respond to emergencies in isolated or wilderness settings. Training is also suitable for those who act as guides or supervisors for groups of people. The course covers material in Standard First Aid & CPR, plus advanced strategies for providing extended care for more than 24 hours. Part of the course is taught in an outdoor setting and requires greater physical activity and endurance than typical first aid training.

Course Instructor: Advanced Wilderness & Remote First Aid Instructor (including WRFAIT)

Course Length: 40 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Wilderness & Remote First Aid Field Guide*
- Knowledge evaluation and answer sheet
- Course feedback form
- Waiver of Liability, Assumption of Risks and Release Agreement (the "Agreement")

*(see Equipment Ratios on page 9)

Required Teaching Aids:

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® ▪ Full-faced helmet | <ul style="list-style-type: none"> ▪ Improvised equipment for: <ul style="list-style-type: none"> ▪ Wound care ▪ Spinal motion restriction ▪ Splinting ▪ Hypothermia care ▪ Moving people <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Metered-dose inhalers and spacers (2) ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags ▪ LCD projector and computer ▪ Red Cross Course Media Presentation ▪ Ropes and tarps ▪ Communication devices |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Pre-course Requirements:

Participants must be at least 16 years of age and in good health and physical condition.

Course Content:

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Planning ▪ Your Health ▪ Assessment ▪ Airway Emergencies ▪ Breathing and Circulation Emergencies ▪ Cardiac and Respiratory Arrest (includes CPR-C) ▪ Wound Care ▪ Head and Spine Injuries ▪ Bone, Muscle, and Joint Injuries ▪ Sudden Medical Emergencies ▪ Environmental Emergencies | <ul style="list-style-type: none"> ▪ Poisons ▪ Extended Care ▪ Evacuation: Transporting the Ill or Injured Person <p>See the Instructor manual for specific content for each section.</p> <p>More than 25% of the course must be taught in a non-urban setting. If possible, more than 50% of the course should be taught in a non-urban setting.</p> <p>Additional content may be included based on the requirements of the jurisdiction.</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Certification:

- Certification card and optional wall certificate
- 3 years (or as legislation dictates)

Other Notes:

- Instructors must have a trip plan prepared and filed with a responsible individual not involved in the course. A sample can be found on redcross.ca/myrc
- To facilitate the life-like scenarios, hands-on elements are a must for this program.
- Instructors should inform local emergency services that they are performing mock emergency training, which will lessen the risk of having a real emergency response.

Recertification:

For recertification, standards remain the same with the following variations:

- Only 16–20 hours of teaching required
- Proof of current recognised Advanced Wilderness & Remote First Aid certification (or as legislation dictates) required

Participants are not required to purchase an additional *Wilderness & Remote First Aid Field Guide* unless the participant has not previously attended a CRC course or program has had revision.

- During a recertification, the following topics are not required:
 - Your Health
 - Assessment

WRFA to AWRFA Upgrade:

For upgrade purposes, the standards remain the same with the following variations:

- Only 20 hours of teaching required
- Proof of current Red Cross Wilderness & Remote First Aid certification (or as legislation dictates) required
- All skills must be checked prior to the start of the course
-

Marine First Aid Program

Overview	This program meets the requirements of Transport Canada outlined in Transport Publication (TP) 13008 E. It is designed to meet the needs of those expected to provide first aid in a marine environment. Course uses a combination of lecture, discussion, and scenarios taken from the marine/fishing industry to teach the required knowledge and skills.
Courses	Marine Basic First Aid Marine Advanced First Aid
Notes	Please refer to the Transport Canada Quality Assurance Manual for additional information.

Marine Basic First Aid

Description:

Basic two-day course offering an overview of first aid and cardiopulmonary resuscitation (CPR) skills for the marine/fishing industry. Course meets the requirements of Transport Canada outlined in Transport Publication (TP) 13008 E. Designed for any person who wants to obtain a rating certificate or endorsement or a Master or Chief Mate limited certification or is the person providing first aid on board a vessel engaged on a near-coastal voyage, class 2, or sheltered waters. Covers skills needed to recognize, prevent, and respond to circulation emergencies (CPR/AED level C). Course uses scenarios taken from the marine/fishing industry.

Course Instructor: First Aid Instructor (including WRFAI, AWRFAI, ECI, AECl, FAIT, WRFAIT, and ECIT)

Course Length: 16 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the MBFA skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *First Aid & CPR Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® | <ul style="list-style-type: none"> ▪ Metered-dose inhalers and spacers (2) ▪ LCD projector and computer ▪ Red Cross Course Media Presentation <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags |
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Pre-course Requirements:

Participants must have a Transport Canada issued Candidate Document Number (CDN).

Course Content:

- The Red Cross
- Assessment of Needs of Ill or Injured Persons and Threats to Own Safety
- Appreciation of Body Structure and Functions
- Positioning of Person
- The Unconscious Person
- Resuscitation Techniques (including CPR-C)
- Control Bleeding
- Management of Shock
- Burns, Scalds, and Injuries caused by Electricity
- Rescue and Transport of Person
- Other topics including improvising bandages, rescue in confined spaces, infectious diseases, and personal health and hygiene

See the Instructor Manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

In addition to the Canadian Red Cross certification, participants are issued a Training Certificate produced on behalf of Transport Canada, valid according to Transport Canada guidelines.

Recertification:

- Recertification of Marine First Aid is not permitted under federal regulations.

Marine Advanced First Aid

Description:

Comprehensive first aid and CPR techniques and scenarios for those who need a higher level of training to work and respond to emergencies in a marine setting. Course meets the requirements of Transport Canada outlined in Transport Publication (TP) 13008 E. Designed for any person who wants to obtain a Master’s or Officer’s certificate or endorsement, or those that are designated to provide first aid on board a vessel engaged on coastal voyage, class one or unlimited voyage. Covers advanced first aid techniques in cardiopulmonary resuscitation (CPR/AED level HCP), sudden medical emergencies, oxygen administration, and injuries to the head and/or spine.

Course Instructor: Emergency Care Instructor (including AECI and ECIT)

Course Length: 31 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the MAFA skills
- Ability to complete a knowledge evaluation with a minimum mark of 80%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Emergency Care*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.

Required Teaching Aids:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves * ▪ Blankets* ▪ Splinting materials ▪ Full-body motion restriction device (e.g., spine board) ▪ Cervical collars ▪ Commercial head immobilizer ▪ Upper body motion restriction device ▪ BVMs suitable for adult and baby | <ul style="list-style-type: none"> ▪ Various full-faced helmets ▪ Response kits* ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® Metered-dose inhalers and spacers (2) ▪ Commercial tourniquet ▪ LCD projector and computer ▪ Red Cross Course Media Presentation <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags ▪ Teaching stethoscopes |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Pre-course Requirements:

Participants must have a Transport Canada issued Candidate Document Number (CDN).

Course Content:

- The Red Cross
- The Emergency Scene
- Preventing Disease Transmission
- Assessment
- Respiratory Emergencies
- Airway and Ventilation
- Circulatory Emergencies
- Bleeding
- Shock
- Soft Tissue Injuries
- Musculoskeletal Injuries
- Head and Spine Injuries
- Chest, Abdominal, and Pelvic Injuries
- Sudden Illnesses
- Poisoning
- Heat- and Cold-Related Emergencies

- Reaching and Moving People
- Multiple Casualty Incidents
- Toxicological Hazards onboard a Ship
- Radio Medical Advice
- Pharmacology
- Sterilization

Includes CPR/AED-HCP.

See the Instructor manual for specific content for each section. Additional content may be included based on the requirements of the jurisdiction.

Note: As outlined in the Emergency Care Instructor Manual (pg.17), use of the 'Emergency Care Workbook – Marine Advanced First Aid' is at the discretion of the Instructor. This tool can be used for a:

- Pre-Lesson Assignment
- In-Class Assignment
- Post-Class Assignment

Use of this tool by participants outside of your classroom does not replace in-class learning time. Transport Canada requires that participants receive 31 hours of in-class learning time with a certified Canadian Red Cross Instructor, any work outside of class is permitted however it is in addition to the 31-hour minimum.

Certification:

- Certification card and optional wall certificate
- 3 years

In addition to the Canadian Red Cross certification, participants are issued a Training Certificate produced on behalf of Transport Canada, valid according to Transport Canada guidelines.

Recertification:

- Recertification of Marine Advanced First Aid is not permitted under federal regulations.

Pre-hospital Care Program

Overview	<p>Canadian Red Cross Pre-hospital Care courses offer training to first responders and those providing care in a pre-hospital setting. Advanced life-support skills are offered in courses that meet the needs of emergency medical services (EMS) personnel.</p>
Courses	<p>Oxygen Administration</p> <p>First Responder</p> <p>Emergency Medical Responder</p>
Notes	<p>See the Pre-hospital Care Quality Assurance Manual for additional information on this program.</p>

Oxygen Administration

Description:

Course teaches how to operate various oxygen devices as well as how to respond and treat respiratory emergencies. Course is for those who are required to use oxygen in the workplace including lifeguards, emergency medical services (EMS) personnel, etc.

Course Instructor: Oxygen Administration Instructor (including ECI, AECI, ECIT, FAI or CPRI if Instructor has completed the self-study package and holds Oxygen Administration certification)

Course Length: 2-4 hours of teaching time

Maximum Instructor to Participant Ratio: 1:8*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 75%
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Oxygen Administration Manual*
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult and baby ventilating mannequins *
- Equipment cleaning supplies
- Barrier devices and latex-free gloves*
- Oxygen cylinders and regulators (2)
- Oropharyngeal airways
- Nasal cannulas
- Suction devices and tips for suction devices
- Bag-valve-mask(s) suitable for adult, child, and baby
- Non-rebreather masks
- LCD projector and computer
- Red Cross Course Media Presentation

Recommended:

- Airway mannequin
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

Participants must be certified in CPR level HCP.

Course Content:

- Breathing Devices and Suction
- Resuscitation Masks
- Bag-Valve-Masks (BVM)—Adult, Child and Baby
- Supplemental Oxygen
- Delivery Devices

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Other Notes:

- In some jurisdictions, oxygen is considered to be under medical control. It is important that you become familiar with the regulations regarding the use of oxygen in your jurisdiction.
- If an individual is expected to deliver oxygen, he or she may wish to inquire as to the medical authority given to do so.

Recertification:

For recertification, standards remain the same with the following variation:

- Participants are not required to purchase an additional *Oxygen Administration Manual* unless the participant has not previously attended a CRC course or program has had revision.

First Responder

Description:

Pre-hospital care and CPR skills for professional first responders or those wanting to become first responders. Course teaches techniques for sustaining life, preventing further injuries, and caring for illnesses and injuries until the next level of medical personnel arrives. Includes CPR level HCP and AED.

Course Instructor: ECI (including AEI and ECIT)

Course Length: 40 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to complete a knowledge evaluation with a minimum mark of 80%
- Have completed skills checklists, and
- Successfully complete one evaluated scenario.
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates and/or as participants require

Required Participant Materials:

- Canadian Red Cross *Emergency Care*
- Canadian Red Cross *Emergency Care Workbook*
- Knowledge evaluation and answer sheet
- Course feedback form
- Pre-course assignment

*(see Equipment Ratios on page 9)

Required Teaching Aids:

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| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Full-body motion restriction device (e.g., spine board) ▪ Cervical collars ▪ Commercial head immobilizer ▪ Obstetrics kit ▪ Various full-faced helmets ▪ Response kits* ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® | <ul style="list-style-type: none"> ▪ Metered-dose inhalers and spacers (2) ▪ Commercial tourniquet ▪ LCD projector and computer ▪ Red Cross Course Media Presentation <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags ▪ Teaching stethoscopes ▪ Airway training mannequin <p>Required for Optional Modules:</p> <ul style="list-style-type: none"> ▪ Upper body motion restriction device ▪ Traction splint ▪ Glucometer and sharps container ▪ Pulse Oximeter |
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Pre-course Requirements:

Participants must be certified in CPR level C.

Course Content:

Part 1 – Preparing to Respond

- The Responder
- The Emergency Scene
- Preventing Disease Transmission

Part 2 – Establishing Priorities of Care

- Anatomy and Physiology
- Assessment
- Respiratory Emergencies
- Airway and Ventilation
- Circulatory Emergencies
- Bleeding
- Shock

Part 3 – Traumatic Injuries

- Soft Tissue Injuries
- Musculoskeletal Injuries
- Head and Spine Injuries
- Chest, Abdominal, and Pelvic Injuries

Part 4 – Medical Emergencies

- Sudden Illnesses
- Poisoning
- Heat- and Cold-Related Emergencies

Part 5 – Special Populations and Situations

- Special Populations and Crisis Intervention
- Childbirth
- Reaching and Moving Patients
- Multiple Casualty Incidents
- Transportation
- Workplace

Includes CPR/AED-HCP.

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Certification:

- Certification card and optional wall certificate
- 3 years

Other Notes:

Participants need to be familiar with local protocols.

Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.

Recertification:

For recertification, standards remain the same with the following variations:

- Only 20 hours of teaching required
- Proof of current recognised First Responder certification (or as legislation dictates) required
- Participants are required to have a current *Emergency Care*

Professional response departments may apply for approval to offer a recertification course with condensed timelines to its active members. To inquire, Training Partners are asked to please call the Canadian Red Cross.

Emergency Medical Responder

Description:

Course provides the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness in a pre-hospital setting. Course is for those providing emergency response; these may include firefighters, law-enforcement officers, workplace responders, and emergency medical services (EMS) personnel. Includes CPR level HCP and AED.

Course Instructor: Advanced Emergency Care Instructor (including ECIT); in some jurisdictions, Instructor must be a licensed practitioner in order to conduct course.

Course Length: 80-120 hours of teaching time (depending on jurisdiction)

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills
- Ability to pass a knowledge evaluation with a minimum mark of 80%,
- Have a completed skills checklists, and
- Successfully complete two evaluated scenarios (One medical and one trauma)
- Participant must see and interact with an emergency response vehicle in order to successfully complete the course requirements
- Must meet additional legislative requirements, if applicable
- Participants must attend and participate in 100% of the course
- Instructors can facilitate the knowledge evaluation as legislation dictates

Required Participant Materials:

- Canadian Red Cross *Emergency Care*
- Canadian Red Cross *Emergency Care Workbook*
- Knowledge evaluation and answer sheet
- Course feedback form
- Pre-course assignment

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- | | |
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| <ul style="list-style-type: none"> ▪ Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper pad placement* ▪ AED trainers* ▪ Equipment cleaning supplies ▪ Triangular bandages* ▪ BVMs suitable for adult, child, and baby ▪ Bandages ▪ Barrier devices and latex-free gloves* ▪ Blankets* ▪ Splinting materials ▪ Full-body motion restriction device (e.g., spine board) ▪ Cervical collars ▪ Commercial head immobilizer ▪ Obstetrics kit ▪ Upper body motion restriction device | <ul style="list-style-type: none"> ▪ Glucometer and sharps container ▪ Various full-faced helmets ▪ Response kits* ▪ Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject® Metered-dose inhalers and spacers (2) ▪ Commercial tourniquet ▪ LCD projector and computer ▪ Red Cross Course Media Presentation ▪ Pulse oximeter <p>Recommended:</p> <ul style="list-style-type: none"> ▪ Simulation kit ▪ Flip chart or dry-erase board ▪ Mats ▪ Office supplies ▪ Name tags |
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- Traction splint
- Airway training mannequin
- Nasopharyngeal airways (NPA)
- Transport vehicles and stretcher

Pre-course Requirements:

Participant must be certified in Standard First Aid with CPR level C.
 Completion of the pre-course /Pre Lesson assignments as defined in the Emergency Care Instructor Manual.

Course Content:

<p style="text-align: center;">Part 1 – Preparing to Respond</p> <ul style="list-style-type: none"> ▪ The Responder ▪ The Emergency Scene ▪ Preventing Disease Transmission <p style="text-align: center;">Part 2 – Establishing Priorities of Care</p> <ul style="list-style-type: none"> ▪ Anatomy and Physiology ▪ Assessment ▪ Respiratory Emergencies ▪ Airway and Ventilation ▪ Circulatory Emergencies ▪ Bleeding ▪ Shock ▪ Pharmacology <p style="text-align: center;">Part 3 – Traumatic Injuries</p> <ul style="list-style-type: none"> ▪ Soft Tissue Injuries ▪ Musculoskeletal Injuries ▪ Head and Spine Injuries ▪ Chest, Abdominal, and Pelvic Injuries 	<p style="text-align: center;">Part 4 – Medical Emergencies</p> <ul style="list-style-type: none"> ▪ Sudden Illnesses ▪ Poisoning ▪ Heat- and Cold-Related Emergencies <p style="text-align: center;">Part 5 – Special Populations and Situations</p> <ul style="list-style-type: none"> ▪ Special Populations and Crisis Intervention ▪ Childbirth ▪ Reaching and Moving Patients ▪ Multiple Casualty Incidents ▪ Transportation ▪ Workplace <p>Includes CPR-HCP.</p> <p>See the Instructor manual for specific content for each section.</p> <p>Additional content may be included based on the requirements of the jurisdiction (e.g., the inclusion of a required workbook; see additional provincial requirements in the Emergency Care Instructor Manual).</p>
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<p>Certification:</p> <ul style="list-style-type: none"> ▪ Certification card and optional wall certificate ▪ 3 years <p>Other Notes:</p> <p>Participants need to be familiar with local protocols.</p> <p>Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.</p>	<p>Recertification:</p> <p>For recertification, standards remain the same with the following variations:</p> <ul style="list-style-type: none"> ▪ Only 40 hours of teaching required ▪ Proof of current recognised Emergency Medical Responder certification (or as legislation dictates) required ▪ Participants are required to have a current <i>Emergency Care</i> <p><i>Professional response departments may apply for approval to offer a recertification course with condensed timelines to its active members. To inquire, Training Partners are asked to please call the Canadian Red Cross.</i></p>	<p>FR to EMR Upgrade:</p> <p>For upgrade purposes, standards remain the same with the following variations:</p> <ul style="list-style-type: none"> ▪ Only 40–60 hours of teaching required ▪ Proof of current Red Cross First Responder certification (or as legislation dictates) required ▪ All skills must be checked prior to the start of the course ▪ If participants complete the pre-course assignment (Emergency Medical Responder Workbook), the upgrade can be reduced to 40 hours of teaching
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Instructor Development Program

Overview

Canadian Red Cross Instructor Development courses train those interested in teaching various levels of Red Cross First Aid & CPR courses. Each course offers an interactive learning experience where candidates are given the opportunity to practise presentation and training techniques in a small-group setting. Candidates work with Canadian Red Cross instructional resources, and may have pre- and post-course requirements in order to become certified as a Canadian Red Cross Instructor. Instructor certifications are three years in length.

Instructor Development Processes

- Instructor Policies
- Instructor Program
- Instructor Trainer Program
- Master Instructor Trainer Program
- Facilitator Program

Instructor Policies

All of the standards apply to participants who are currently taking their Instructor course, certified by the Canadian Red Cross as a Facilitator/Instructor/Instructor Trainer (referred to in this section as Instructors), or who have been certified in the past and are looking to return to the Canadian Red Cross.

Instructor and Instructor Trainer Responsibilities: Code of Conduct

(Pages 51 thru 57)

As a Canadian Red Cross Instructor and/or Instructor Trainer, you are our representative. When you interact with other Instructors and Instructor Trainers, program sponsors, parents, participants, and your community at large, your behaviour reflects back on the entire organization.

This Code of Conduct is the standard by which your behaviour is measured.

Standards of Behaviour

Canadian Red Cross Instructors/Instructor Trainers must:

- Observe and promote the Fundamental Principles of the International Red Cross and Red Crescent Movement.
- Treat all participants, Instructors, Instructor Trainers, and Red Cross staff fairly during any Red Cross activities regardless of race, gender, ethnicity, financial ability, sexual orientation, religion, disability, or age. Respect all applicable provincial/territorial and federal laws.
- Consistently display high professional standards to project a favourable image of Canadian Red Cross First Aid programs. This includes:
 - Not criticizing other Instructors, Instructor Trainers, Training Partners, parents, or participants.
 - Not behaving in any way that may negatively influence or harm a participant.
 - Not using profane, insulting, harassing, or otherwise offensive language.
- Make sure that the activities are suitable for the age, experience, ability, and fitness level of your participants.
- Follow the recommendations of your participants' doctors, based on what your participants tell you their doctor has said.
- Ensure the personal safety of every participant.
- Inform course participants about the healthy teaching practices as outlined on page 9 of this document.
- Ensure the prevention of disease transmission standards are adhered to at all times, as identified in this document.
- Maintain the Canadian Red Cross Instructor/Instructor Trainer teaching standards outlined in the *First Aid & CPR Instructor Manual* and the *National Program Standards*.
- Make sure that all behaviour is appropriate and does not constitute harassment or abuse.
- Wear proper Canadian Red Cross identification when teaching Red Cross courses and representing the Red Cross as a volunteer.

Standards for Instructors

- Be flexible and adapt to the needs of each group.
- Be able to positively motivate and influence a group.
- Represent the Red Cross in a professional manner.

Teaching Ability

- Understand how people learn.
- Effectively communicate information to a small group.
- Accept and give appropriate feedback.
- Teach and evaluate participants according to established standards.
- Identify how to include all participants in the course.

Standards of Knowledge

- Communicate the philosophy of the Canadian Red Cross and adhere to the knowledge identified in the Instructor/Instructor Trainer manual.
- Use resources effectively and maintain up-to-date knowledge of current Canadian Red Cross First Aid standards, policies, and procedures.
- Use, demonstrate, and describe the injury prevention model of Prepare! Stay safe! Survive!

Standards for Participation

- Attend on time and be prepared for all sessions.
- Demonstrate a positive attitude.
- Demonstrate knowledge of the individual approach to instructing.

Personal First Aid and CPR/AED Skills

Be able to demonstrate at any time all first aid and CPR/AED skills that are required for the course according to the Canadian Red Cross standards.

Legal Responsibilities

As a Canadian Red Cross Instructor, you could be found liable for the actions of a participant who performs a first aid or CPR/AED skill you have taught that is outside or non-compliant with the Canadian Red Cross course curriculum. To minimize risk of liability for negligence, Instructors are encouraged to adhere to the following recommendations:

- To provide training that is consistent with the latest scientific evidence that is found in our curriculum.
- The Canadian Red Cross trains individuals to be first aiders/responders in emergency situations. As an Instructor, you are charged with the responsibility of instructing your participants within the limits of the *First Aid & CPR Instructor Manual* and the participant materials. You should present the Canadian Red Cross courses to the public as basic and practical courses applicable to the many types of injuries encountered in daily living.
- If you are asked questions about matters outside the scope of a particular course, either state that the matter is not part of the course or qualify the answer with a disclaimer that the Canadian Red Cross does not include this material in its course and, therefore, does not intend the information or answers concerning it to be used as authority in a situation in which individuals require first aid.

- As a Canadian Red Cross Instructor and representative of the Canadian Red Cross, you are responsible for ensuring your first aid knowledge and skills are current. As a result of research, first aid treatments change over time. These changes will be discussed in current Canadian Red Cross First Aid manuals. It is up to you to remain aware of current Canadian Red Cross practices and to provide appropriate instruction from the date of your original certification through the periods between recertification.
- The course you teach should focus on first aid treatment and prevention and should not focus on the cause of the injury or have first aiders diagnosing injuries.

Certification

The Canadian Red Cross in accordance with the standards established by the Society must certify all Canadian Red Cross First Aid Instructors/Instructor Trainers. The certification of a Canadian Red Cross First Aid Instructor/Instructor Trainer is proof that all requirements have been met and that the Instructor/Instructor Trainer is certified and eligible to offer Canadian Red Cross First Aid courses to the public.

It is the responsibility of all Red Cross Instructors to ensure that their Instructor certification is current and valid to instruct Red Cross courses. No Instructor is to instruct if not holding a valid and current Instructor certification.

Skills Checklists

In order to become an Instructor, prior to completing the Instructor courses you must submit a set of completed skills checklists. There are sets of skills checklists for each program and course, available on the Instructor Network. The candidate must successfully complete all skills without coaching. A few suggestions for completing this option are:

- Observe a course and have the Instructor complete the skills checklist. Submit the completed checklist a minimum of two weeks prior to the Instructor course for review and validation.
- Schedule a skills testing session with an appropriate instructor or instructor trainer before the session begins.
- Demonstration of Skills should be completed no longer than 60 days prior to the commencement of the Instructor Course.
- Note: ideally skills should be demonstrated to the Instructor Trainer that is teaching course.
- If Instructor candidates are coming from remote locations can record their skills and submit along with a copy of photo ID before the course. The IT can review the digitally recorded skills. This can be done upon written pre-approval from the Canadian Red Cross.

Certification Transfers

National First Aid Instructor Development Programs and certifications are valid across Canada. It is not necessary to transfer certifications if you move, but you should update your contact information anytime you move. You will also need to familiarize yourself with the provincial/territorial legislations so you are meeting workplace requirements. If you are a current First Aid Instructor with the American Red Cross, you will need to attend a First Aid Instructor Transfer course.

Note: Please be aware of local/provincial regulations that may dictate different maintenance and recertification requirements. www.redcross.ca/firstaidlegislation

Instructors

All Instructor candidates, prior to enrolling in the Instructor training course, must meet all of the prerequisites and to complete the course must meet all the course completion requirements, co-teach, and evaluation criteria.

All Instructor candidates must meet the prerequisites and complete all the course completion requirements listed below:

- Successfully complete a skills testing before the start of the course and provide proof of the required prerequisites.
- Successfully complete the Canadian Red Cross Instructor course in accordance with the Canadian Red Cross evaluation criteria.
- A co-teach may be required to gain experience and practise the teaching skills learned in the First Aid Instructor course. If necessary, the Instructor Trainer will determine the requirements for the co-teach. Co-teaching will be assigned based on an evaluation of the candidate's skills and experience. All required co-teaching assignments are to be done with a current Canadian Red Cross First Aid Instructor or Instructor Trainer. The course Instructor Trainer may designate a specific supervising Instructor/Instructor Trainer for the Instructor candidate's co-teach. All co-teaching assignments will be evaluated based on the criteria outlined in the national co-teach form.
- Demonstrate a clear understanding of the Canadian Red Cross First Aid standards and procedures relative to first aid training including the process for certification, quality assurance, recertification, and issue management including the revocation of Canadian Red Cross Instructor/Instructor Trainer status.

The Canadian Red Cross Instructor is certified for a three-year period unless the certification is revoked prior to the expiry of the certification period by the application of the Canadian Red Cross revocation policy for Instructors.

Prior Learning Assessment Review

The Canadian Red Cross First Aid Program Prior Learning Assessment Review (PLAR) recognizes previous Instructor and Instructor Trainer training by other agencies. This process also recognizes: company-specific instructional training which may be more in-depth than training provided during the Red Cross Instructor Development Program; equivalency of outside organization certifications for various levels of first aid and medical first response training; and first aid courses from different organizations. PLAR process utilizes the Canadian Red Cross First Aid National Program Standards to identify the criteria necessary to grant such recognition or equivalencies or address instructor-training deficiencies.

Participants who feel that their qualifications should be reviewed are requested to contact the Canadian Red Cross. Instructions for PLAR process is available on both Training Partner and Instructor Networks.

Instructor Trainers

All Instructor Trainer candidates, prior to enrolling in the Instructor Trainer course, must meet the following prerequisites:

Proof of current CRC FAI certification. (CPRI, FAI, WRFAI, AWRFAI, ECI or AECI)

Taught a minimum of ten Red Cross courses; for WRFAIT and ECIT candidates, **2 courses** must have been taught at the advanced level (AWRFA, EMR) in the last year.

Submit a completed Skills Competency Checklist (CPR, SFA, AWRFA, EMR/AFA).

19 years of age or older

Successful completion of the pre-course assignment is required as assigned by Master Instructor Trainers

Once all the above listed prerequisites have been met, the Instructor Trainer candidate must meet the following training requirements:

- The Instructor Trainer course will include practice-teaching exercises including demonstrating how to teach Instructor candidates to teach the First Aid program.
- Successfully complete the course based on set evaluation criteria.
- Successfully complete post-course requirements as determined by the Master Instructor Trainer, which will include co-teaching on an Instructor course. All co-teaching assignments will be evaluated based on the criteria outlined in the national co-teach form.
- Demonstrate a clear understanding of the Canadian Red Cross standards and procedures relative to first aid training including the process for certification, recertification, and revocation of Canadian Red Cross Instructor/Instructor Trainer status.

Recertification

The Canadian Red Cross certifies all Canadian Red Cross Instructors/Instructor Trainers for a three-year period unless the certification is revoked prior to the expiry of the certification period by the application of the Canadian Red Cross Standards for Revocation of Instructor/Instructor Trainer certifications.

The recertification process for Canadian Red Cross First Aid Instructor/Instructor Trainers, which occurs every three years, is necessary for quality assurance in the instruction of Canadian Red Cross First Aid courses. The recertification designation is proof that all requirements have been met and that the Instructor/Instructor Trainer is recertified and eligible to offer Canadian Red Cross First Aid courses to the public for an additional three-year period, unless the designation is otherwise revoked in accordance with National Standards for Revocation of Instructor/Instructor Trainer certifications.

The Instructor/Instructor Trainer enrolling in the Instructor recertification session must meet the prerequisites and training requirements listed later in this document.

Instructor/Instructor Trainer Certification and Recertification in Remote Communities

The purpose of the remote clause is to ensure First Aid Instructor development meets the training needs of the community and provides an alternate method of recertification for Instructors living in remote or isolated communities. **This clause is to be used only in exceptional cases and is not to be considered a standard practice.**

Recertification

The remote Instructor/Instructor Trainer recertification process is the same as the Instructor/Instructor Trainer recertification process with the following exception:

- Instructors/Instructor Trainers indicate their desire to recertify their certification remotely with the Canadian Red Cross and not attend a regularly scheduled recertification
- The “remote” Instructors/Instructor Trainers will receive the standard recertification package. The pre-course assignment is returned to and checked by the designated Instructor Trainer/Master Instructor Trainer.

- “Remote” Instructors/Instructor Trainers will be permitted to have skills testing (as required) completed in their community. The Canadian Red Cross will designate a local evaluator or have the skills recorded in a pre-approved method and forwarded to an Instructor Trainer/Master Instructor Trainer for evaluation.
- “Remote” Instructors/Instructor Trainers are required to personally attend a recertification workshop once every six years or when the program undergoes major revisions. Other networking opportunities will be strongly encouraged and/or supported by the Canadian Red Cross, which may include the telephone, Internet, committees, etc.

In order to qualify to recertify under the remote clause, Instructors/Instructor Trainers must live in a remote or isolated community. This is defined as a community that:

- Is not within two hours of an urban centre (population greater than 1,000), and is only accessible by car using winter roads and/or by boat in summer;
- Has no current Instructor / Instructor Trainer(s) living within the vicinity; and,
- Does not have regularly scheduled recertification workshops (once every three years) in the vicinity.

Expiry of Certifications

After your Instructor and/or Instructor Trainer certification expires, you will no longer be able to instruct until you complete one of the following options:

- If your certification has expired within the last two years and you want to instruct again, you will need to attend a recertification workshop. This time frame is considered to be in a grace period. The prerequisite number of courses must have been taught within the valid certification period. Participant must have a current SFA CPR-HCP certification. A co-teach may be necessary, and would be at the discretion of the Instructor Trainer/MIT teaching the recertification. A co-teach form, outlining the co-teach requirements will be filled out by the Instructor Trainer/MIT.
- If your certification has been expired for more than two years but less than five years, you will be required to complete a full First Aid Instructor Transfer course (page 69 Option 1 (16 hours) of this document). A co-teach, if necessary, would be at the discretion of the Instructor Trainer teaching the First Aid Instructor Transfer course.
- If your certification has been expired for five years or more, you will be required to take a complete First Aid Instructor course. A co-teach, if necessary, would be at the discretion of the Instructor Trainer teaching the First Aid Instructor course.

Card Replacements

For liability reasons, Instructors and Instructor Trainers must sign their card and retain it as proof of certification. Instructors/Instructor Trainers needing to replace a card can do so through the Red Cross Contact Centre. A fee will be charged for the replacement card. Contact the Red Cross Contact Centre to obtain the replacement.

Quality Assurance

The Canadian Red Cross wants to ensure that First Aid and CPR courses are of the highest quality and meet all of the standards of the Society. Quality assurance is a step in an ongoing process to ensure the best first aid programs are delivered in Canada. **Canadian Red Cross expects Instructors/Instructor Trainers to teach the courses according to**

the standards listed in this document, the participant manuals, and the Instructor/Instructor Trainer manuals. If quality is not maintained it may result in the revocation of the Instructor/Instructor Trainer's certification(s).

The Canadian Red Cross may choose to assess the quality of your course in any of the following ways:

- Canadian Red Cross may have a representative monitor a course at any time, without notice.
- Canadian Red Cross may follow-up with the participants listed on a roster and ask them questions about how the course was conducted.
- Participants of the course will be invited to contact the Canadian Red Cross directly and provide feedback on the course.
- Canadian Red Cross may review the course evaluation forms the participants fill out in the course, which are handed into the Canadian Red Cross.
- A Canadian Red Cross representative could request a skills testing of the Instructor/Instructor Trainer at any time, without notice.

If problems are identified, the Canadian Red Cross will work with the Instructor to solve the problem(s) to ensure that the quality of the course is meeting the expected standards. The seriousness of the problem(s) will determine the action that needs to be taken. At all times Canadian Red Cross will attempt to resolve the matter to the satisfaction of all parties involved. If the problem(s) are not resolved, then steps will be taken to revoke the Instructor/Instructor Trainer's certification.

Issue Management and Resolution Process for Instructors and/or Instructor Trainers

The severity of the matter will determine the level of investigation required and every attempt will be made to resolve the matter as quickly as possible. Any Canadian Red Cross First Aid Instructor/Instructor Trainer may have the Instructor/Instructor Trainer certification revoked with justification.

Instructor/Instructor Trainers are expected to uphold all responsibilities as outlined in:

- Canadian Red Cross Code of Conduct
- Legal Responsibilities
- Healthy Teaching Practices
- National Program Standards

Failure to do so may result in the revocation of his/her certification with the Canadian Red Cross.

The revocation of the Instructor/Instructor Trainer designation will normally occur with justification when an Instructor/Instructor Trainer does not or will not abide by the Canadian Red Cross standards, policies, or procedures or in some way abuses the position of Canadian Red Cross Instructor/Instructor Trainer. It is possible, in this process, to have more than one certification revoked, and if applicable, the Training Partner status may be reviewed and revoked as well.

Steps for Issue Management

Every complaint / issue about the conduct of an Instructor/Instructor Trainer will be acknowledged and reviewed. Any of the quality assurance practices listed above may be initiated without notice. Complaints will only be escalated to the extent required, and not all complaints will require all the steps of the issue management process. Except as provided for below under the heading "Documentation Required During the Issue Management Process," the identity of a complainant will be kept confidential if so requested.

All serious complaints against an Instructor/Instructor Trainer will be investigated. A “serious” complaint is one that:

- Involves conduct that could place at risk personal safety or property interests or the integrity and reputation of the Program and/or the Red Cross;
- Is made against an Instructor/Instructor Trainer whose file indicates previously documented breaches of applicable standards, or two or more similar prior complaints of a non-serious nature, whether or not resolved at the time;
- Alleges an Instructor/Instructor Trainer has been suspended by another agency with respect to business of a similar nature or instruction (in the case of an instructor) ; or
- Alleges an Instructor/Instructor Trainer has failed to comply with a condition imposed by a Continuous Quality Improvement (CQI) team thru a previous Issue Management remediation plan for a previous programming infraction.

The following steps will be taken to address a complaint:

1. A staff member or volunteer will document the complaint and forward it to the person responsible for follow-up. That person will review the complaint and determine the nature of the follow-up required.
2. If the review indicates the complaint is not serious, an attempt will be made to resolve the issue through discussion and education. The process and outcome will be documented and all documents filed in an Instructor/Instructor Trainer file (paper or electronic). If the complaint cannot be resolved, a notation shall be made in the file that the complaint was not resolved. Where a second similar complaint is received, then whether or not the matter is resolved, a letter will be sent to the Instructor/Instructor Trainer notifying him or her that a third similar complaint will be treated as a serious complaint and investigated as such.
3. If the complaint is determined to be serious, it must be brought to the attention of the Quality Assurance Officer (QAO) or designate.
4. If the QAO or designate agrees that the complaint is serious, the Program Representative must initiate contact with the Instructor/Instructor Trainer immediately. to provide notification of the complaint. The notification will be given verbally unless requested in another form by the Instructor/Instructor Trainer.
5. The initial contact will be documented and placed in the investigation file.
6. The QAO will send a letter to the Instructor/Instructor Trainer to provide details of the complaint and the impending investigation. The QAO will request the Instructor/Instructor Trainer to respond in writing to the complaint.
7. The Continuous Quality Improvement (CQI) team will commence further investigation.
8. The instructor certification will be suspended by the Program Manager or designate during the investigation if:
 - the Program Manager or designate considers, in his or her opinion, that not suspending certification could place at risk personal safety or property interests or the integrity and reputation of the Program and/or the Red Cross.
 - the complaint concerns conduct unbecoming or offensive to the Fundamental Principles of the Red Cross and directly related to the person’s duties as an Instructor/Instructor Trainer.
 - the Instructor’s/Instructor Trainer’s teaching or first aid/CPR/AED skills have been placed in question.
 - The QAO will inform the Instructor / Instructor Trainer of the suspension in writing.

9. Once the CQI team has completed investigation they will determine the most appropriate course of action.
 - a. When the CQI team finds ineffective teaching by the Instructor/Instructor Trainer, the Instructor/Instructor Trainer will be notified that he or she must not teach until he or she can successfully complete a co-teach with a designated Instructor/Instructor Trainer. If the Instructor/Instructor Trainer refuses to complete the co-teach or fails to successfully complete the co-teach, his or her Instructor/Instructor Trainer designation will be revoked for a one-year period. At the end of one year, the individual may enroll once again in an Instructor/Instructor Trainer course and should he or she successfully complete the course, he or she will be granted a one-year Instructor/Instructor Trainer designation. At the end of one year, he or she will once again be evaluated and will be required to enroll in the Instructor/Instructor Trainer recertification workshop, which he or she must successfully complete, and upon such successful completion will be reinstated as a Canadian Red Cross First Aid Instructor/Instructor Trainer.
 - b. If it is established the Instructor/Instructor Trainer has willfully or recklessly taught participants improper first aid techniques or has committed an act considered serious, his or her Instructor/Instructor Trainer designation will be revoked with no possibility of reinstatement.
 - c. If it is established the Instructor/Instructor Trainer has willfully used the Canadian Red Cross for personal gain or to conduct illegal activities or otherwise, his or her Instructor/Instructor Trainer designation will be revoked with no possibility of reinstatement.
 - d. If it is established the Instructor/Instructor Trainer has been discovered working under the effects of alcohol or drugs, and it is shown that these effects directly affected his or her abilities as an Instructor/Instructor Trainer, his or her Instructor/Instructor Trainer designation will be revoked. If after an appropriate period of time, if the individual would like to become an Instructor/Instructor Trainer again the person must prove he or she has successfully dealt with his or her addiction and must take an appropriate course designated by the Program Manager before reinstatement.
 - e. If the CQI team finds a complaint has been substantiated and the circumstances are outside the provisions of paragraphs a. through d., it may impose a suspension of certification for a period of up to two years, to be followed by a successful reapplication for certification before certification is restored. The hearing panel may, in its absolute discretion, stay the period of suspension and impose conditions upon which the Instructor/Instructor Trainer may remain certified, subject to full compliance with the conditions imposed. Non-compliance with any condition results in the reinstatement of the suspension imposed by the hearing panel.
10. The CQI team may consult the Canadian Red Cross Legal Department on any legal question that arises during the proceedings and the decision of the CQI team will be in writing setting out the reasons for the decision.
11. The QAO will notify the Instructor/Instructor Trainer of the results of the investigation and the remediation plan or the decision to revoke the instructor/Instructor Trainer certification
12. Once the remediation plan has been completed, the issue is considered resolved and closed. The QAO will notify the Instructor/Instructor Trainer in writing.
13. Steps for non instruction issues / complaints are dealt with based on the Training Partner Agreement.

Criminal Matters

Whether or not a complaint has been made, the Instructor/Instructor Trainer certification will be suspended where the Instructor/Instructor Trainer has been accused by law enforcement authorities of a crime involving sexual contact of any kind, assault, fraud, theft, embezzlement or any other offence that, in the opinion of the Program Manager or designate, could place at risk personal safety or property interests or the integrity and reputation of the Program and/or the Canadian Red Cross. The suspension will remain in place until the criminal matter has been finally disposed of.

- The Instructor/Instructor Trainer certification will be revoked if the Instructor/Instructor Trainer is convicted of an offence referred to in the previous section. The revocation will be rescinded if the conviction is overturned on appeal. The individual may reapply for certification upon serving sentence for the offence. Consideration will be given to such application in light of all the circumstances of the offence, and special conditions may be imposed by the Program Manager.

General

Suspension or revocation of certification of an Instructor/Instructor Trainer under these procedures may also result in suspension or revocation of the individual's Training Partner status, if held by the individual.

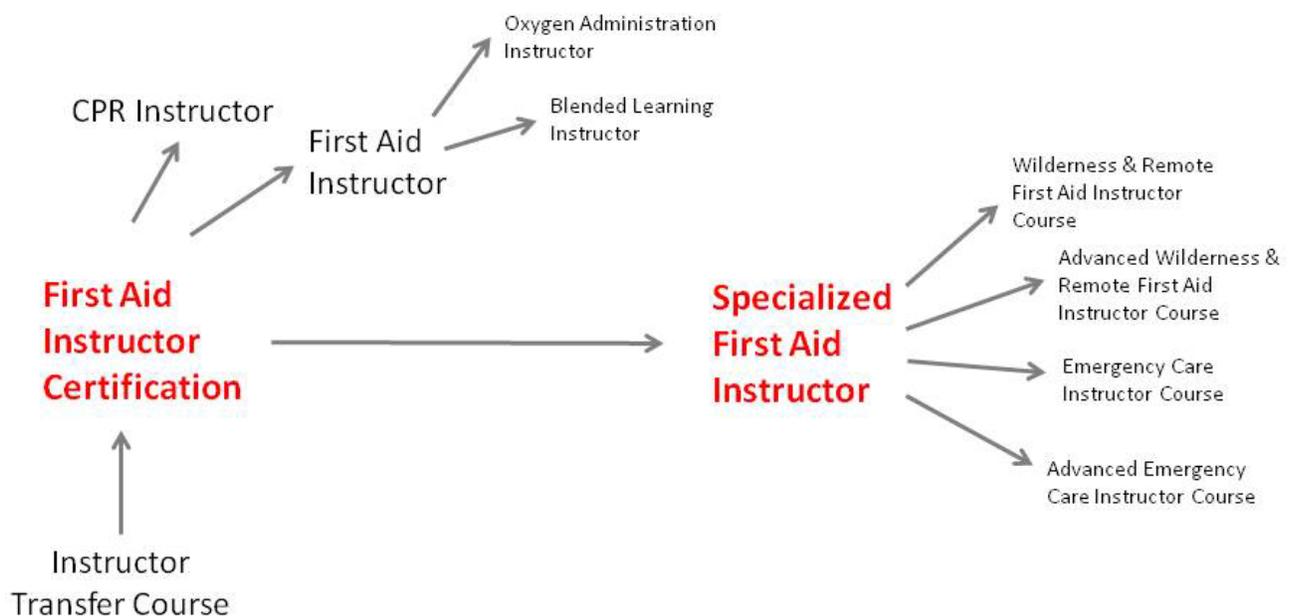
Documentation Required During the Issue Management Process

The serious complaint will be documented and all steps taken in the investigation need to be documented in a file.

1. Formal written evaluations of the Instructor/Instructor Trainer and an acknowledgement signed by the Instructor/Instructor Trainer confirming that he or she has been provided with a copy of the evaluation will also be contained in the file.
2. Copies of all written complaints, investigation results, and responses provided by the Instructor/Instructor Trainer will be included in the Instructor/Instructor Trainer file, as well as all other documents and information deemed necessary by The Canadian Red Cross Society from time to time. Except as required or permitted by law, information in the file will not be communicated to a third party without the individual Instructor/Instructor Trainer's written permission detailing what, if any, information may be released to the third-party inquirer.
3. An Instructor/Instructor Trainer can request to see his or her file; however, the confidentiality of any names of other individuals, including a complainant, will be maintained unless express written permission to disclose this information has been received in advance and permission is granted or, in the absolute discretion of a hearing panel, the fairness of the process requires disclosure of the identity of a complainant.
4. The decision will be included in the Instructor's/Instructor Trainer's file.

Instructor Program

Overview	<p>The Canadian Red Cross First Aid Instructor Development Program trains and certifies Instructors to organize and deliver First Aid & CPR courses.</p> <p>The Instructor Development Program trains Instructors to apply an individualized approach focusing on injury prevention, learning styles and a variety of instructional techniques that consider the abilities, ages and needs of each participant. Our First Aid & CPR Instructors are trained to encourage each participant's personal rate of achievement, recognizing this will vary from one person to the next.</p>
Courses	<p>CPR Instructor</p> <p>First Aid Instructor</p> <p>Oxygen Administration Instructor</p> <p>Blended Learning Instructor</p> <p>WRFAI, AWRFAI, ECI, AECI (Specialized First Aid Instructor)</p>



CPR Instructor

Course Instructor: CPR Instructor Trainer (including FAIT, WRFAIT, ECIT)

Course Length: 20 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:8*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills in the CPR and AED skills checklist
- Successfully complete the practice teaching required in the course
- Adhere to the Code of Conduct, Legal Responsibilities, and Healthy Teaching Practices
- Pass a knowledge evaluation with a minimum mark of 80%
- Candidates must attend and participate in 100% of the course

Required Candidate Materials:

- Canadian Red Cross *CPR/AED Manual, First Aid & CPR Instructor Manual*, and electronic files
- Pocket mask and latex-free gloves
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement*
- AED trainers *
- Equipment cleaning supplies
- Barrier devices and latex-free gloves*
- BVMs suitable for adult, child, and baby
- LCD projector and computer
- Red Cross Course Media Presentation
- Access to all Instructor materials (available electronically on the Instructor Network)

Recommended:

- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

- Proof of current Red Cross CPR-HCP certification
- 18 years of age or older
- Signed and completed skills checklist form prior to course with a CRC Instructor or CRC IT
- Pre-course assignment is left to the discretion of the Instructor Trainer

Recommended:

- Observe a Red Cross CPR course before taking the Instructor course
- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills

<p>Course Content:</p> <p>Part 1 – Information for the First Aid Instructor</p> <ul style="list-style-type: none"> ▪ The Red Cross ▪ How People Learn ▪ Instructional Techniques ▪ Organizing the Courses <p>Part 2 – Specific Course Content</p> <ul style="list-style-type: none"> ▪ CPR, AED, knowledge evaluation 	<p>Post-course Requirements:</p> <p style="text-align: center;">Co-Teach Requirements</p> <ul style="list-style-type: none"> ▪ Meets the requirement of the co-teach form as outlined by the Instructor Trainer <p style="text-align: center;">Co-Teach Extensions</p> <ul style="list-style-type: none"> ▪ No extension will be granted after one year
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Certification:

- Certification card and optional wall certificate
- 3 years

CPR Instructor Recertification

In a recertification, standards remain the same with the following variations:

Course Length: 8 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:12*

Pre-course Requirements:

- Proof of Red Cross CPR Instructor certification
- Proof of Red Cross CPRI certification that falls within the Grace period (see page 56 Expiry of Certification)
- The Instructor has taught a minimum of three Canadian Red Cross CPR courses during the three-year certification period. One of the courses **MUST** include HCP-level content since obtaining the Instructor certification or recertification.

Candidate Materials:

- CPR Instructor recertification package
- Candidates are not required to purchase materials from original certification course unless the program has been revised

Course Content:

- Practical CPR and teaching/evaluation skills sessions
- A professional development component
- Updates relating to Canadian Red Cross First Aid issues and Canadian Red Cross generic component
- Instructor development program materials, as well as receipt of information regarding other Canadian Red Cross programs and volunteer opportunities

Co-Teach Requirements:

No co-teach required

CPR Instructor Transfer

In an Instructor Transfer, standards remain the same with the following variations:

Course Length: 14.5 hours of teaching time (1)
6 hours of teaching time (2)
See Section D of the *First Aid Instructor Trainer Manual* for course outlines for options 1 and 2.

Maximum Instructor to Candidate Ratio: 1:8*

Pre-course Requirements:

- One of the following:
 - Proof of current CPR HCP-level Instructor certification with another recognized national agency including the American Red Cross OR
 - CPR Instructor certification with another recognized national agency OR
 - Current Red Cross WSI certification plus SFA with CPR-HCP OR
 - Be a teacher with an education degree and teaching experience, together with current SFA CPR-HCP
- Signed and completed skills checklist form prior to course with a CRC Instructor or CRC IT
- Successfully complete the self-study package (Option 2)

Recommended:

- Observe a CRC CPR course before taking the Instructor course
- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills

First Aid Instructor

Course Instructor: First Aid Instructor Trainer (including WRFAIT and ECIT)

Course Length: 32 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:8*

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills in the First Aid, CPR, and AED skills checklist
- Successfully complete the practice teaching required in the course
- Adhere to the Code of Conduct, Legal Responsibilities, and Healthy Teaching Practices
- Pass a knowledge evaluation with a minimum mark of 80%
- Candidates must attend and participate in 100% of the course

Required Candidate Materials:

- Canadian Red Cross *CPR/AED Manual, First Aid & CPR Manual, First Aid & CPR Instructor Manual*, and electronic files
- Pocket mask and latex-free gloves
- Knowledge evaluation and answer sheet
- Course feedback form

Recommended:

- Canadian Red Cross *First Aid Booklet, PeopleSavers Facilitator package, Babysitting Facilitator package, Child Care First Aid & CPR Manual* (purchased by the candidate)

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- Splinting materials
- Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
- BVMs suitable for adult, child, and baby
- LCD projector and computer
- Red Cross Course Media Presentation
- Access to all Instructor materials (available electronically on the Instructor Network)

Recommended:

- Metered-dose inhalers and spacers (2)
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

- Proof of current Standard First Aid with CPR-HCP certification from a recognised provider
- 18 years of age or older
- Signed and completed skills checklist form prior to course with a FAI or FAIT
- Pre-course assignment is left to the discretion of the Instructor Trainer

Recommended:

- Observe a Red Cross First Aid and CPR course before taking the Instructor course
- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills

<p>Course Content:</p> <p>Part 1 – Information for the First Aid Instructor</p> <ul style="list-style-type: none"> ▪ The Red Cross ▪ How People Learn ▪ Instructional Techniques ▪ Organizing the Courses <p>Part 2 – Specific Course Content</p> <ul style="list-style-type: none"> ▪ First Aid, CPR, AED, Child Care, Marine Basic, and knowledge evaluation 	<p>Post-course Requirements:</p> <p style="text-align: center;">Co-Teach Requirements</p> <ul style="list-style-type: none"> ▪ Meets the requirement of the co-teach form as outlined by the Instructor Trainer <p style="text-align: center;">Co-Teach Extensions</p> <ul style="list-style-type: none"> ▪ No extension will be granted after one year
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Certification:

- Certification card and optional wall certificate
- 3 years

First Aid Instructor Recertification

In a recertification, standards remain the same with the following variations:

Course Length: 8 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:12*

Pre-course Requirements:

- Proof of current Red Cross First Aid Instructor certification
- Proof of Red Cross FAI certification that falls within the Grace period (see page 56 Expiry of Certification)
- The Instructor has taught a minimum of three Canadian Red Cross CPR / First Aid courses during the three-year period. One of the courses must be Standard First Aid, Standard Child Care First Aid, or Marine Basic First Aid since obtaining the Instructor certification or recertification.
- * in AB the Instructor must have taught a minimum of 2 courses per year of the certification period

Candidate Materials:

- First Aid Instructor recertification package
- Candidates are not required to purchase materials from original certification course unless the program has been revised

Course Content:

- Practical first aid and teaching/evaluation skills sessions
- A professional development component
- Updates relating to Canadian Red Cross First Aid issues and Canadian Red Cross generic component
- Instructor development program materials, as well as receipt of information regarding other Canadian Red Cross programs and volunteer opportunities

First Aid Instructor Transfer

In an Instructor Transfer, standards remain the same with the following variations:

Course Length: 16 hours of teaching time (1)
7 hours of teaching time (2)

See Section D of the *First Aid Instructor Trainer Manual* for course outlines for options 1 and 2.

Maximum Instructor to Candidate Ratio: 1:8*

Pre-course Requirements:

- One of the following:
 - Proof of current First Aid Instructor certification with another recognized national agency including the American Red Cross OR
 - CPR Instructor certification with another recognized national agency and SFA with CPR-HCP or
 - Current Red Cross WSI certification plus SFA with CPR-HCP OR be a teacher with an education degree and teaching experience, together with current SFA CPR-HCP or
 - Red Cross FAI certification that falls within the Grace period (see page 56 Expiry of Certification)
- Signed and completed skills checklist form prior to course with a CRC Instructor or CRC IT
- If candidates are coming from remote locations, they can videotape their skills and submit the tape, along with a copy of photo ID, before the course and the CPR IT/FAIT can review the skills on the tape
- Successfully complete the self-study package (Option 2)

Recommended:

- Observe a CRC First Aid and CPR course before taking the Instructor course
- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills

Oxygen Administration Instructor

Course Instructor: n/a

Course Length: no hours of teaching time

Maximum Instructor to Candidate Ratio: n/a

Completion Criteria:

- Successfully complete the self-study with 80% on the self-study knowledge evaluation

Required Candidate Materials:

- Canadian Red Cross *Oxygen Administration Manual*
- *Oxygen Administration Self-Study Guide*

Required Teaching Aids:

- none

Pre-course Requirements:

- Proof of current Canadian Red Cross CPR Instructor/First Aid Instructor (or higher) certification
- Proof of current Oxygen Administration Certification or First Responder or Emergency Medical Responder Certification from a recognised agency
- Proof of authorization to administer oxygen, if required by legislation

Course Content:

- Complete the *Oxygen Administration Self-Study Guide*
- Current *Emergency Care* and Advanced Emergency Care Instructors do not need to complete the Self-Study Guide

Post-course Requirements:

Co-Teach Requirements

- Co-teach on the first course is recommended

Certification:

- Certification card and optional wall certificate
- This certification will remain valid as long as the Canadian Red Cross First Aid Instructor certification is current

Blended Learning Instructor

Course Instructor: n/a

Course Length: no hours of teaching time

Maximum Instructor to Candidate Ratio: n/a

Completion Criteria:

- Successfully complete the self-study with 80% on the self-study knowledge evaluation

Required Candidate Materials:

- *Blended Learning Self-Study Guide*
- Standard First Aid PIN

Required Teaching Aids:

- none

Pre-course Requirements:

- Proof of current Canadian Red Cross Instructor certification

Course Content:

- Complete the *Blended Learning Self-Study Guide*

Post-course Requirements:

Co-Teach Requirements

- Co-teach on the first course is recommended

Certification:

- Certification card and optional wall certificate
- This certification will remain valid as long as the Canadian Red Cross Instructor certification is current

Specialized First Aid Instructor (ECI, AEI, WRFAI, AWRFAI)

Description:

The Specialized First Aid Instructor curriculum is used to conduct Wilderness & Remote First Aid and Emergency Care Instructor courses. The focus of these courses are instructional techniques required to deliver the Canadian Red Cross' specialized courses; these include delivering scenarios, teaching in varied environments, and organizing specialized courses. The combination of these types of Instructor candidates encourages a rich learning environment that is built on instructional skills. It also allows Instructors to be able to teach other First Aid Programs with minimal course work.

Course Instructor: WRFAIT or ECIT

Course Length: 8 hours of teaching time	Maximum Instructor to Candidate Ratio: 1:8*
------------------------------------------------	----------------------------------------------------

Completion Criteria:

- Ability to comprehend and successfully demonstrate the skills in the Instructor Evaluation Criteria Form
 - Pass a knowledge evaluation with a minimum mark of 80%
 - Adhere to the Code of Conduct, Legal Responsibilities, and Healthy Teaching Practices
 - Candidates must attend and participate in 100% of the course
-

Required Candidate Materials:

- Canadian Red Cross *First Aid & CPR Instructor Manual*
- *Emergency Care Instructor Manual* (for Emergency Care Instructor or Advanced Emergency Care Instructor candidates only)
- *Wilderness & Remote First Aid Instructor Supplement* (for Wilderness & Remote First Aid and Advanced Wilderness & Remote First Aid Instructor candidates only)
- *Emergency Care Media Presentation* or *Wilderness & Remote First Aid Media Presentation* for the respective candidates
- *Emergency Care* or *Wilderness & Remote First Aid Field Guide* for the respective candidates
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids: Common equipment to all courses:

- Adult and baby ventilating mannequins with full torso or a mannequin that can demonstrate proper pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- Splinting materials
- BVMs suitable for adult, child and baby
- Epinephrine auto-injector trainers (2-3) miscellaneous design e.g. EpiPen® trainers, Trainer for Allerject®
- Metered-dose inhalers and spacers (2)
- LCD projector and computer
- Red Cross Course Media Presentation
- Simulation kit

ECI /AECI (Add below items)

- Airway training mannequin
- Cervical collars
- Commercial head immobilizer
- Full-body motion restriction device (e.g., spine board)
- Glucometer and sharps container (ECI optional module)
- Obstetrics kit
- Response kits*
- Upper body motion restriction device (ECI optional module)
- Traction splint (ECI optional module)
- Transport vehicles and stretcher (AECI only)
- Pulse Oximeter (ECI optional module)

WRFAI /AWRFAI (Add below items)

- Improved equipment for:
 - Wound care
 - Spinal motion restriction
 - Splinting
 - Hypothermia
 - Moving people

Recommended:

- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags

Pre-course Requirements:

- Proof of participant-level certification (either WRFA, AWRFA, FR, MAFA, EMR, or AFA) through a recognized agency
- Proof of completion of Canadian Red Cross First Aid Instructor Course
- Submit a completed Skills Competency Checklist (WRFA, AWRFA, FR, MAFA, EMR, or AFA).
- Pre-course assignment is left to the discretion of the Instructor Trainer
- 19 years of age

Course Content:

- Introducing a Course
- Specialized Instructional Techniques
- Organizing the Courses
- Specific Course Content
- Practice Teaching
 - Skills
 - Scenario
- Self-Assessment

See the Instructor manual for specific content for each section.

Additional content may be included based on the requirements of the jurisdiction.

Post-course Requirements:

Co-Teach Requirements

- Meets the requirement of the co-teach form as outlined by the Instructor Trainer at the appropriate certification (i.e., meets the level at which the candidate holds participant-level certification or lower).

Co-Teach Extensions

- No extension will be granted after one year without written permission from the Canadian Red Cross

Certification:

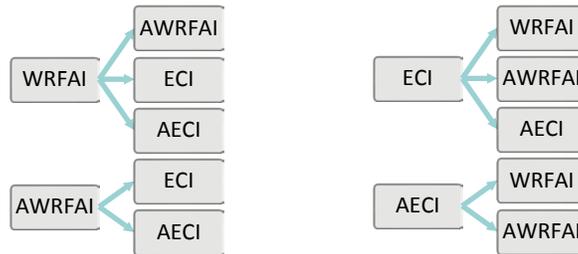
- Certification card and optional wall certificate
- 3 years

Obtaining Additional Instructor Certifications:

Current WRFAIs, AWRFAIs, ECIs, or AECIs may obtain additional Instructor certifications by:

Meeting pre-course requirements (e.g., participant-level certification and completed skills checklists) at level of additional certification. (for example AWRFA certification for AWRFAI certification) Successfully completing a co-teach at the level of additional certification.

Possible additional certifications include:



WRFAI, AWRFAI, ECI, and AECI Recertifications

Course Length: 7 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:12*

Course Instructor: WRFAIT or ECIT of respective Instructor recertification discipline

Pre-course Requirements:

- Proof of current Instructor certification (WRFAI, AWRFAI, ECI, or AECI) or
 - Red Cross Instructor certification that falls within the Grace period (see page 56 Expiry of Certification)
 - The instructor is required to have instructed three First Aid Courses in the three year certification period. One must be in the discipline in which they are recertifying (FR, EMR, AFA, WRFA, AWRFA.)
-

Candidate Materials:

- WRFAI or ECI recertification package
-

Course Content:

- First aid and teaching/evaluation skills conducted through scenarios
 - Professional development component
 - Program updates
-

Co-Teach Requirements:

Co-teach requirements determined by the Instructor Trainer.

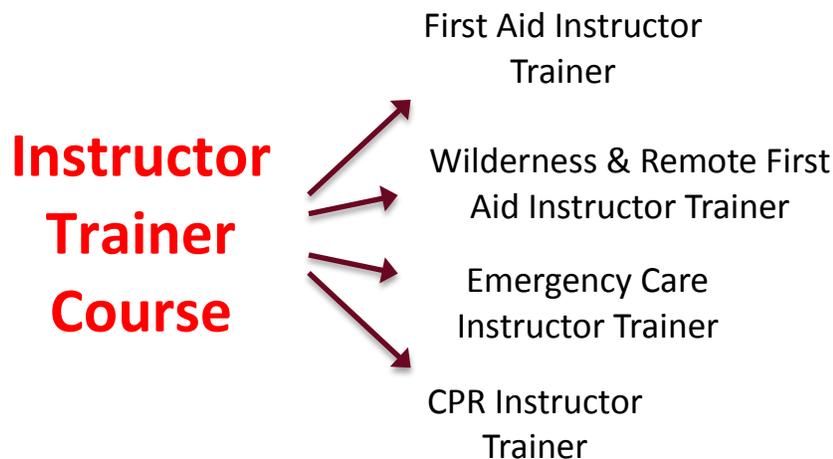
Instructor Trainer Program

Overview

The Instructor Trainer Program trains Instructor Trainers to apply an individualized approach focusing on injury prevention, learning styles, and a variety of instructional techniques that consider the abilities, ages, and needs of each candidate. This includes coaching, mentoring, and supervisory skills for ongoing development of Canadian Red Cross Instructors. Our Instructor Trainers are trained to encourage each Instructor's personal rate of achievement, recognizing this will vary from one person to the next, as well as maintaining the high standards of the Canadian Red Cross Programs.

Courses

Instructor Trainer Course (for CPRIT, FAIT, WRFAIT, ECIT)



Instructor Trainer Course

Description:

The Instructor Trainer Course is designed for experienced Red Cross Instructors from CPR, Core First Aid, Wilderness & Remote First Aid, or Pre-hospital Care Instructor certifications. The Instructor Trainer Course is open to dedicated trainers interested in supporting our Instructor Development Program. The focus of this course is instruction and coaching techniques required to deliver the Canadian Red Cross' First Aid Instructor, CPR Instructor, and Specialized First Aid Instructor (WRFAl, AWRFAI, ECI, AECl) courses; this includes teaching candidates from varied backgrounds, organizing instructor courses, involving other instructors/speakers. The combination of Instructor Trainer candidates from multiple backgrounds encourages a rich learning environment that is built on instructional and coaching skills.

Course Instructor: Master Instructor Trainer

Course Length: 19 -20 hours of teaching time

Maximum Instructor to Candidate Ratio: 2:8*

Completion Criteria:

- Ability to successfully demonstrate the skills
- Adhere to the Code of Conduct, Legal Responsibilities, and Healthy Teaching Practices
- Candidates must attend and participate in 100% of the course

Required Candidate Materials:

- Canadian Red Cross *First Aid Instructor Trainer Manual*
- Canadian Red Cross *Specialized First Aid Instructor Trainer Manual* (for Wilderness & Remote First Aid and Emergency Care Instructor Trainer candidates only)
- Knowledge evaluation and answer sheet
- Course feedback form

*(see Equipment Ratios on page 9)

Required Teaching Aids:

- Flip chart or dry-erase board
- Mats
- Office supplies
- LCD projector and computer
- Red Cross Course Media Presentation

Additional:

Candidates should provide their own training aids as required to carry out the lessons as part of the pre-course assignment.

Pre-course Requirements:

- Taught a minimum of ten Red Cross courses; for WRFAIT and ECIT candidates, two courses must be taught at the advanced level (AWRFAI, AECl). (Within the last three years)
- Submit a completed Skills Competency Checklist and Skills statement (CPR, SFA, AWRFA, EMR/AFA).
- Proof of current Instructor-level certification
- 19 years of age or older
- Successful completion of the pre-course assignment is required as assigned by Master Instructor Trainers

Course Content:

- Pre-course
- Welcome/Introduction
- The Red Cross
- How to Teach People
- Organizing an Instructor Course
- Instructional Practice
- Course Management

Post-course Requirements:

Co-Teach Requirements

- Meets the requirement of the co-teach form as outlined by the Master Instructor Trainer at the appropriate level **Co-Teach Extensions**

No extension will be granted after one year without written permission from the Canadian Red Cross

Certification:

- Certification card and optional wall certificate
- 3 years or based on legislative requirements

Recertification:

For recertification, standards remain the same with the following variations:

- Only 8 hours of teaching time required
- Instructor to candidate ratio is increased to 1:12*
 - Proof of current IT certification required; The instructor trainer is required to have instructed three instructor courses in the three year certification period. One must be in the discipline in which they are recertifying (ECI, AECl, WRFAI AWRFAI.)

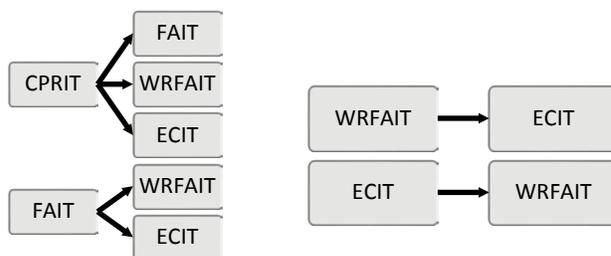
or

- Red Cross FAI certification that falls within the Grace period (see page 56 Expiry of Certification)
- Completed skills checklists.
- Course content must include a professional development component and updates to Canadian Red Cross First Aid

Obtaining Additional Instructor Trainer Certifications:

Once the Instructor Trainer Course has been successfully completed and Instructor Trainer certification has been issued (either CPRIT, FAIT, WRFAIT, or ECIT), Instructor Trainers may obtain additional Instructor Trainer certifications by:

- Meeting specific pre-course requirements (e.g., current advanced instructor level certification (AECI for ECIT; AWRFAI for WRFAIT) ,
- Completed skills checklists at the advanced level of additional instructor certification being sought
- Skills Statement must be signed and presented. . ,
 - Taught at least two courses at the advanced level of IT certification being sought (EMR/AFA for ECIT; AWRFA for WRFAIT). Successfully completing a Co-Teach at the new Instructor Trainer certification. (existing ECIT or WRFAIT do not have to complete Co-Teach)
 - Possible additional certifications include:



Master Instructor Trainer

Master Instructor Trainers are the very foundation of the Instructor Development Program because they train the Instructor Trainers and provide advice and volunteer support to all levels of the Instructor Development Program and to Red Cross First Aid Programs. Their knowledge, skills, attitudes, and experience are invaluable to the delivery of effective First Aid and CPR Programs. A Master Instructor Trainer's primary role is to further develop Instructor Trainer candidates' ability to teach and facilitate, not to teach first aid skills.

In a volunteer capacity, Master Instructor Trainers are expected to use the opportunity to share their valuable experience with the Instructor Trainer candidates. Their influence will help develop dynamic Instructor Trainers to support the Red Cross First Aid Programs. This position is a designation, not a certification, for the purpose of teaching the Instructor Trainers on an as-needed basis.

Master Instructor Trainer's Responsibilities

- Reviewing Instructor Trainer candidates' backgrounds, skills, and knowledge to best meet their needs for the Instructor Trainer course.
- Equipping Instructor Trainer candidates with the knowledge, skills, attitudes, and experience required to teach Instructors.
- Ensuring that candidates know that they must use the Canadian Red Cross *First Aid Instructor Trainer Manual* as their primary resource.
- Evaluating candidates according to the criteria set by the Canadian Red Cross for successful completion.
- Deepening Instructor Trainers' understanding of their role as representatives of the Canadian Red Cross and as role models for their participants.
- Encouraging Instructor Trainer candidates to become involved in volunteer opportunities.
- Encouraging Instructor Trainers to use self-reflection to develop their skills and promote values that are consistent with the Red Cross First Aid Programs.
- Act in the capacity of coach or mentor to Instructor Trainers

PeopleSavers and Babysitting Facilitator Programs

Overview	The Facilitator Programs train facilitators for the PeopleSavers and Babysitting courses. These programs are designed to be facilitated by educators and/or the public who regularly work with children and youth.
Courses	PeopleSavers Facilitator Babysitting Facilitator

PeopleSavers Facilitator

Course Instructor: n/a

Course Length: n/a

Maximum Instructor to Participant Ratio: n/a

Completion Criteria:

- Successful completion of the self-study knowledge evaluation (with a minimum mark of 80%)

Required Participant Materials:

- *PeopleSavers Facilitator’s Manual*
- *PeopleSavers Workbook Level 1*
- *PeopleSavers Workbook Level 2*
- *PeopleSavers Workbook Level 3*
- *PeopleSavers Workbook Level 4*
- Canadian Red Cross PeopleSavers Wallet Card
- Self-study Package

Pre-course Requirements:

- 16 years of age or older
- Red Cross Standard First Aid certification or equivalent with CPR level C
- Complete the Red Cross application form and provide two letters of reference

Course Content:

- Self-study package

Post-course Requirements:

Co-Teach Requirements

- Co-teach one PeopleSavers session with an experienced Red Cross PeopleSavers Facilitator OR if there are no Red Cross PeopleSavers Facilitators, teach initial PeopleSavers session with a teacher or a group leader from a well-recognized agency to review performance
- Red Cross (FA or WS) Instructors or Instructor Trainers need to own the current *PeopleSavers Facilitator’s Manual* in order to teach this course. They are not required to complete the self-study package or a co-teach.

Certification:

- Certification card and optional wall certificate
- 3 years
- To maintain a PeopleSaver Facilitator certification, the facilitator must maintain a current Red Cross Standard First Aid certification or equivalent and submit a copy to the Canadian Red Cross Contact Centre every three years

Babysitting Facilitator

Course Instructor: n/a

Course Length: n/a

Maximum Instructor to Participant Ratio: n/a

Completion Criteria:

- Successful completion of the self-study knowledge evaluation (with a minimum mark of 80%)

Required Participant Materials:

- Canadian Red Cross *Babysitting Course Facilitator's Guide*
- Canadian Red Cross *Babysitter's Manual*
- Babysitter's wallet card
- Babysitter's wall certificate
- Self-study package

Pre-course Requirements:

- 16 years of age or older
- Red Cross Standard First Aid certification or equivalent with CPR level C
- Complete the Red Cross application form

Course Content

- Self-study package

Post-course Requirements:

Co-Teach Requirements

- Co-teach one Babysitting Course with an experienced Red Cross Babysitting Facilitator OR if there are no Red Cross Babysitting Facilitators, teach initial Babysitting session with a teacher or a group leader from a well-recognized agency to review performance
- Red Cross (FA or WS) Instructors or Instructor Trainers need to own the current *Babysitting Course Facilitator's Guide* in order to teach this course. They are not required to complete the self-study package or a co-teach.

Certification:

- Certification card and optional wall certificate
- 3 years
- To maintain a Babysitters Facilitator certification, the facilitator must maintain a current Red Cross Standard First Aid certification or equivalent and submit a copy to the Canadian Red Cross Contact Centre every three years

Glossary

A	Adult	For CPR Level A, C: 8 years of age and older For CPR-HCP: Onset of puberty (adolescence) and older
	AED Trainer	AED Trainer includes the essential features necessary for learning appropriate AED use and techniques; must have self-adhesive pads and voice prompts with several scenarios
B	Baby	Newborn to 1 year of age
	Barrier device	A barrier device is a protective item that limits the exposure to a person's body fluids. A barrier device, such as a plastic face shield with filter or a resuscitation mask with one way valve and filter, is used when performing rescue breathes or CPR. This device aids in minimizing the possibility of acquiring infections related to bodily fluids for both the first aider as well as the ill or injured person.
C	Certification course	Provides the participant with a certification or other written recognition that has an expiry date on it
	Certification Extension	An approved allowance to time for when an Instructor is past expiry date. He/she may request of the CRC to extend their certification so they may continue to instruct until there is an available recertification course.
	Child	For CPR Level A, B, C: 1 year of age to age 8 For CPR-HCP: 1 year of age to onset of puberty (adolescence)
	Co-Teach	To jointly teach with another experienced Instructor or Instructor Trainer (see Guidelines for Completing a Co-Teach).
	Course Participation Letter	First Aid Program Standards, as well as provincial regulations require all skills be successfully demonstrated in order to obtain certification. This letter acknowledges and congratulates people with disabilities for their attendance and participation in the Canadian Red Cross certification courses where they cannot demonstrate / attain the required skills. Participant must have attended 100% of course. "THIS IS NOT RECOGNISED / VALID FOR CERTIFICATION"
	CPR level A	Cardiopulmonary Resuscitation / Automated External Defibrillation includes adult CPR
	CPR level B	Cardiopulmonary Resuscitation / Automated External Defibrillation includes, child and baby CPR, child and baby choking, barrier devices and pocket mask (only in Emergency and Standard Child Care First Aid)

	CPR level C	Cardiopulmonary Resuscitation / Automated External Defibrillation includes adult, child and baby CPR
	CPR level HCP	Cardiopulmonary Resuscitation / Automated External Defibrillation for Health Care Professionals includes CPR level C content, Jaw thrust, Pulse check, Rescue breathing—adult, child, and baby BVM—adult, child, and baby and Two-rescuer CPR—adult, child, baby
	CQI	Continuous Quality Improvement
	Current	A First Aid Instructor/Instructor Trainer or participant with a certification that is within the certification time period. The certification must not be expired or in a grace period.
E	Emergency Medical Responder	A responder who has successfully completed a recognized training program in the care and transportation of an ill or injured person.
F	First Responder	A person trained in emergency care that may be called on to provide such care as a routine part of his or her job; often the first trained professional to respond to emergencies.
G	Grace Period	Instructor certification expired within the last two years. An Instructor with an expired certification within the grace period cannot teach until he or she attends a recertification/workshop and may be required to complete a co-teach.
	Good Standing	A Training Partner or Instructor in <i>good standing</i> has no active quality assurance files in the previous three years.
H	Healthcare Provider	Physicians, nurses, paramedics and Allied Healthcare Providers (e.g., Registered Therapist, Occupational Therapist, Physiotherapist). Any participant may take a HCP course.
I	ILCOR	International Liaison Committee on Resuscitation; coordinates the presentation of scientific worksheets on resuscitation
	IFRC FAEBN	International Federation of Red Cross and Red Crescent Societies First Aid Evidence Based Network
N	National Training Agencies	The national training agencies worked together to align Canadian first aid and resuscitation guidelines based on the latest scientific evidence. The national training agencies include the Canadian Red Cross, St. John Ambulance, Heart and Stroke Foundation of Canada (CPR only), Lifesaving Society, and the Canadian Ski Patrol.
P	Participation Card	Courses that participants take to gain knowledge and skills, but participants are not tested or certified on their knowledge and skills. No recertification is required for these courses.
	PIN	An electronic access code for Red Cross redcrosselearning.ca
	Post-Course Requirements	These are the final steps required once the core of the course has been completed.
	Prior Learning	The Canadian Red Cross First Aid Program “Prior Learning Assessment

	Assessment Review	Review” (PLAR) recognizes previous Instructor and Instructor Trainer training by other agencies.
R	Recertification	A requirement to remain certified; to retest skills and knowledge on a regular cycle.
	Recognised First Aid provider	A national training agency or an agency that has been approved via the PLAR process.
	Recommended	Materials, equipment, and standards that will increase program quality and enhance the program for participants. These materials, equipment, and standards should be made available to participants whenever possible.
	Remote area	An area not within two hours of an urban centre (population greater than 1,000), and is only accessible by car using winter roads and/or by boat in summer; has no current Instructor Trainer(s) living within the vicinity; and does not have regularly scheduled recertification workshops (once every three years) in the vicinity.
	Required	Materials, equipment, or standards that Training Partners must ensure Instructors have in order to maintain program standards and provide essential materials for participants.
T		
U	Update	To refresh the knowledge and skills to the current standards within the same certification.
	Upgrade	To upgrade skills and knowledge from a Canadian Red Cross course to another. When the upgrade term is used it should always reference what is being upgraded.
V	Ventilating mannequin	A mannequin used for training purposes which can be ventilated. A ventilating mannequin shows a rising and falling chest when ventilated.

Common Acronyms

Participant Certifications	CPR	Cardiopulmonary Resuscitation
	EFA	Emergency First Aid
	FA	First Aid
	AFA	Advanced First Aid
	CCFA	Child Care First Aid
	ECCFA	Emergency Child Care First Aid
	PS	PeopleSavers
	BS	Babysitting
	WRFA	Wilderness & Remote First Aid
	AWRFA	Advanced Wilderness & Remote First Aid
	MBFA	Marine Basic First Aid
	MAFA	Marine Advanced First Aid
	OA	Oxygen Administration
	FR	First Responder
	EMR	Emergency Medical Responder
Instructor Certifications	CPRI	CPR Instructor
	FAI	FA Instructor
	BLI	Blended Learning Instructor
	OAI	OA Instructor
	WRFAI	WRFA Instructor
	AWRFAI	AWRFA Instructor
	ECI	Emergency Care Instructor
	AECI	Advanced Emergency Care Instructor
Instructor Trainer Certifications	CPRIT	CPR Instructor Trainer
	FAIT	FA Instructor Trainer
	WRFAIT	WRFA Instructor Trainer
	ECIT	EC Instructor Trainer
Master Instructor Trainer	MIT	Master Instructor Trainer

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