First Aid & CPR

National Program Standards 2011
# Table of Contents

Introduction ................................................................................................................................. 5
Red Cross First Aid ......................................................................................................................... 6
Logos ............................................................................................................................................... 9
Healthy First Aid Practices ........................................................................................................... 10
First Aid Equipment ...................................................................................................................... 11
CPR/AED Program ......................................................................................................................... 14
  CPR/AED .................................................................................................................................... 15
Core First Aid Program .................................................................................................................. 18
  Emergency First Aid .................................................................................................................... 19
  Standard First Aid ....................................................................................................................... 21
Caregiver Program .......................................................................................................................... 24
  PeopleSavers ................................................................................................................................. 25
  Babysitting .................................................................................................................................. 27
  Emergency Child Care First Aid ................................................................................................. 29
  Standard Child Care First Aid ..................................................................................................... 31
Wilderness & Remote First Aid Program ....................................................................................... 34
  Wilderness & Remote First Aid .................................................................................................... 35
  Advanced Wilderness & Remote First Aid ................................................................................ 37
Marine First Aid Program ............................................................................................................... 40
  Marine Basic First Aid .................................................................................................................. 41
  Marine Advanced First Aid .......................................................................................................... 43
Pre-hospital Care Program .............................................................................................................. 46
  Oxygen Administration ................................................................................................................. 47
  First Responder ............................................................................................................................ 49
  Emergency Medical Responder .................................................................................................... 51
Instructor Development Program .................................................................................................... 54
  Instructor Policies .......................................................................................................................... 55
Instructor Program ............................................................................................................................ 66
  CPR Instructor ............................................................................................................................... 67
  First Aid Instructor ....................................................................................................................... 71
<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oxygen Administration Instructor</td>
<td>75</td>
</tr>
<tr>
<td>Wilderness &amp; Remote First Aid Instructor</td>
<td>77</td>
</tr>
<tr>
<td>First Responder Instructor</td>
<td>81</td>
</tr>
<tr>
<td>Emergency Medical Responder Instructor</td>
<td>85</td>
</tr>
<tr>
<td>Instructor Trainer Program</td>
<td>90</td>
</tr>
<tr>
<td>CPR Instructor Trainer</td>
<td>91</td>
</tr>
<tr>
<td>First Aid Instructor Trainer</td>
<td>93</td>
</tr>
<tr>
<td>Wilderness &amp; Remote First Aid Instructor Trainer</td>
<td>95</td>
</tr>
<tr>
<td>First Responder/Emergency Medical Responder Instructor Trainer</td>
<td>97</td>
</tr>
<tr>
<td>Master Instructor Trainer Program</td>
<td>99</td>
</tr>
<tr>
<td>PeopleSavers and Babysitter Facilitator Programs</td>
<td>101</td>
</tr>
<tr>
<td>PeopleSavers Facilitator</td>
<td>102</td>
</tr>
<tr>
<td>Babysitting Facilitator</td>
<td>103</td>
</tr>
<tr>
<td>Glossary</td>
<td>105</td>
</tr>
</tbody>
</table>
Introduction

Overview

These National Program Standards were revised in 2011 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, 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 of the participant-level First Aid and CPR/AED courses and the second section contains the requirements for all of 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/Instruction 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 www.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

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

Canadian Red Cross Injury Prevention 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.

Visit www.instructornetwork.ca for the Instructor Network website.

Visit www.redcross.ca/crctp for the Training Partner website.
Logos

**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.

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/Instruction 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 practicing on a partner.

Physical Activity

Participants and Instructor/Instruction 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 have any of the health conditions listed below, we recommend that they do not participate in the skills practice and demonstration involving physical activity until they have checked with their personal physician.

- A history of a heart attack or other heart conditions
- Respiratory problems
- Pregnancy

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 cannot 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 the exposure to other participants.
### Equipment Ratios

<table>
<thead>
<tr>
<th>Equipment Ratios</th>
<th>1:12 and below</th>
<th>1:18</th>
<th>1:30*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor to Participant</td>
<td>1:12 and below</td>
<td>1:18</td>
<td>1:30*</td>
</tr>
<tr>
<td>Floor Space to Participant</td>
<td>1.4m² (15 sq. feet):1</td>
<td>1.4m² (15 sq. feet):1</td>
<td>1.4m² (15 sq. feet):1</td>
</tr>
<tr>
<td>Mannequins to Participant</td>
<td>1:4</td>
<td>1:1</td>
<td>1:4</td>
</tr>
<tr>
<td>AED Trainers to Participant</td>
<td>1:4</td>
<td>1:3</td>
<td>n/a</td>
</tr>
<tr>
<td>Blankets to Participant</td>
<td>1:4</td>
<td>1:4</td>
<td>1:2</td>
</tr>
<tr>
<td>Triangular Bandages to Participant</td>
<td>5:2</td>
<td>5:2</td>
<td>5:2</td>
</tr>
<tr>
<td>Barrier Devices and Latex-free Gloves to Participant</td>
<td>1:1</td>
<td>1:1</td>
<td>1:1</td>
</tr>
<tr>
<td>Response Kits (for Pre-hospital Care Program) to Participant</td>
<td>1:4</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

*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
- Stethoscope and teaching stethoscope
- Oxygen cylinder and regulator
- 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 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 or bring a family member to demonstrate these skills.

**Note:** Although a participant may not currently be a designated responder, this duty may be accepted by the participant in the future and should be considered when demonstrating effective ventilation.
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 doing their First Aid Instructor certification, they must bring a barrier device to the recertification 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 the 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 clothes on the dolls, should be washed after each class so that they look clean for the next class.

**Mannequin, BVM and Barrier Device Decontamination During Class**

The best way to ensure that participants have clean equipment is to use one piece of equipment for each participant. When it is not possible to meet these ratios, you should decontaminate mannequins during use with a decontaminating solution, such as an alcohol wipe. During practice sessions, each participant must clean the mannequin’s entire face and the inside of its mouth after use. Demonstrate the procedure that they should use:

1. Wipe the mannequin’s face with an alcohol wipe.
2. Allow the alcohol to air dry, because blowing on the device will recontaminate the device you are trying to decontaminate.
3. Throw away the alcohol wipe.

**Note:** Alcohol wipes should be readily available for participants to use before and during class.

**Mannequin, BVM and Barrier Device Decontamination After Class**

As soon as possible after the end of each class, clean all mannequins properly. You will need:

- Decontaminating solution
- Gauze pads
- A baby-bottle brush
- Soap and water
Basins or buckets  
Non-sterile disposable gloves  
Any other supplies recommended by the mannequin manufacturer  
Safety equipment for the person(s) cleaning the equipment

1. Follow all Workplace Hazardous Materials Information System (WHMIS) precautions and wear appropriate safety equipment when cleaning equipment and using decontamination solutions.

2. Follow the manufacturer’s recommendations for correctly taking apart the mannequin.

3. Scrub each part with warm soapy water, rinse it, and decontaminate it with the decontaminating solution. It is just as important to scrub vigorously with soap and water as it is to scrub with bleach.

4. Wash the mannequin’s body, hair, and clothes periodically to keep the mannequins clean and attractive.

**Mannequin Decontaminating Solution**

1. To prepare 1:9 bleach solution, add one volume of household bleach (e.g., 1 litre) to nine volumes of clean water (e.g., 9 litres).

2. Make a new solution for each class and throw it out after you’ve used it.

3. Do not use scented bleach because the perfume may leave a taste on the plastic.

4. When soaking equipment in the bleach solution, let it sit for 10 minutes.

5. Since some people find bleach objectionable, you can use a 70%-alcohol solution (isopropanol or ethanol) instead. Although alcohol kills many bacteria and viruses, there are some that it will not kill. However, if you scrub the mannequin’s face vigorously with 70% alcohol and a clean gauze pad, it is highly unlikely that any infectious disease will be transmitted.
## CPR/AED Program

### Overview
Canadian Red Cross CPR/AED courses offer lifesaving first aid skills. All courses cover cardiopulmonary resuscitation (CPR) and rescue breathing techniques for adults, children, and babies. Courses meet legislation requirements for provincial/territorial workers’ 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
<table>
<thead>
<tr>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPR/AED</td>
</tr>
</tbody>
</table>
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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

Course Length:

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPR-A</td>
<td>4 hours</td>
</tr>
<tr>
<td>CPR-C</td>
<td>5 hours</td>
</tr>
<tr>
<td>CPR-HCP</td>
<td>6 hours</td>
</tr>
</tbody>
</table>

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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 demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Barrier devices and latex-free gloves*
- 2 metered-dose inhalers and spacers
- BVMs suitable for adult, child, and baby (for healthcare provider content only)
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

Recommended:
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
Pre-course Requirements:
None

Course Content:

<table>
<thead>
<tr>
<th>Level A</th>
<th>HCP</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Red Cross</td>
<td>Level C content</td>
</tr>
<tr>
<td>The First Aider’s Role</td>
<td>Jaw thrust</td>
</tr>
<tr>
<td>Check, Call, Care</td>
<td>Pulse check</td>
</tr>
<tr>
<td>H.A.IN.E.S. Recovery Position</td>
<td>Rescue breathing—adult, child, and baby</td>
</tr>
<tr>
<td>Choking—Adult</td>
<td>BVM—adult, child, and baby</td>
</tr>
<tr>
<td>Assisting with Medications</td>
<td>Two rescuer CPR—adult, child, baby</td>
</tr>
<tr>
<td>Angina and Heart Attack</td>
<td>See the Instructor manual for specific “must knows” for each section.</td>
</tr>
<tr>
<td>Stroke</td>
<td></td>
</tr>
<tr>
<td>CPR—Adult</td>
<td></td>
</tr>
<tr>
<td>Deadly Bleeding</td>
<td></td>
</tr>
<tr>
<td>Level C</td>
<td></td>
</tr>
<tr>
<td>Level A content</td>
<td></td>
</tr>
<tr>
<td>Choking—child and baby</td>
<td></td>
</tr>
<tr>
<td>CPR—child and baby</td>
<td></td>
</tr>
</tbody>
</table>

Certification:
- Certification card and optional wall certificate
- 3 years

Recertification:
For recertification, the 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
- Required teaching time as follows:
  - CPR-C 4 hours of teaching time
  - CPR-HCP 4 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) and rescue breathing techniques for adults, children, and babies (according to the level of CPR included). Courses meet legislation requirements for provincial/territorial workers’ 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

<table>
<thead>
<tr>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency First Aid</td>
</tr>
<tr>
<td>Standard First Aid</td>
</tr>
</tbody>
</table>
**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 levels 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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

| 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 and pass 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* (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)*

**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 demonstrate proper AED pad placement*
- AED trainers*
- Equipment cleaning supplies
- Triangular bandages*
- Bandages
- Barrier devices and latex-free gloves*
- Blankets*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- BVMs suitable for adult, child, and baby (for healthcare provider content only)
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

**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 A, C, or HCP)
- Wound Care

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, the standards remain the same with the following variations:

- Only 4–6 hours of teaching required
- Proof of current Emergency First Aid certification (or as legislation dictates) required
- Participants are not required to purchase an additional *First Aid & CPR Manual*
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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

Course Length: 14–16 hours of teaching time

Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- BVMs suitable for adult, child, and baby (for healthcare provider content only)
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

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 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 “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, the standards remain the same with the following variations:
- Only 6–8 hours of teaching required
- Proof of current Standard First Aid Certification (or as legislation dictates) required
- Participants are not required to purchase an additional First Aid & CPR Manual
## 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 and activities for grades one to four.

Course Instructor: PeopleSavers Facilitator (including FAI, WRFAI, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

Course Length: | Maximum Instructor to Participant Ratio: 1:30*
---|---
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

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 (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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.

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>▪ Red Cross</td>
<td>▪ Red Cross</td>
<td>▪ Red Cross</td>
<td>▪ Red Cross</td>
</tr>
<tr>
<td>▪ I am a PeopleSaver</td>
<td>▪ I am a PeopleSaver</td>
<td>▪ I am a PeopleSaver</td>
<td>▪ I am a PeopleSaver</td>
</tr>
<tr>
<td>▪ Check for Safety</td>
<td>▪ Check for Safety</td>
<td>▪ Check for Safety</td>
<td>▪ Check for Safety</td>
</tr>
<tr>
<td>▪ Call for Help</td>
<td>▪ Call for Help</td>
<td>▪ Call for Help</td>
<td>▪ Call for Help</td>
</tr>
<tr>
<td>▪ Conclusion</td>
<td>▪ Call for a person</td>
<td>▪ Care for a person</td>
<td>▪ Care for a person</td>
</tr>
<tr>
<td></td>
<td>▪ Choking</td>
<td>▪ Bleeding</td>
<td>▪ Comfort</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Poisons</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Burns</td>
</tr>
<tr>
<td></td>
<td></td>
<td>▪ Cuts and scraps</td>
<td>▪ Unconsciousness</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Choking</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Rescue Breathing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Bleeding</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Comfort</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>▪ Poisons</td>
</tr>
<tr>
<td></td>
<td></td>
<td>▪ Broken bones</td>
<td>▪ Burns</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Certification:

- Non-certification card
- No expiry

Recertification:

- Not applicable
Babysitting

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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

Course Length: 8 hours of teaching time

Maximum Instructor to Participant Ratio: 1:30*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass a knowledge evaluation with a minimum mark of 75%
- 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 Babysitter’s Manual (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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

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

<table>
<thead>
<tr>
<th>Certification:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-certification card</td>
</tr>
<tr>
<td>No expiry</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recertification:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>
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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)
Course Length: 8 hours of teaching time
Maximum Instructor to Participant Ratio: 1:18*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

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
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Sudden Medical Emergencies
- Environmental Emergencies
- Poisons
- Keeping Children Safe
See the Instructor manual for specific “must knows” for each section.

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

<table>
<thead>
<tr>
<th>Certification:</th>
<th>Recertification:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Certification card and optional wall certificate</td>
<td>- For recertification, the standards remain the same with the following variations:</td>
</tr>
<tr>
<td>- 3 years</td>
<td>- Only 6–8 hours of teaching required</td>
</tr>
<tr>
<td></td>
<td>- Proof of current Emergency Child Care First Aid certification (or as legislation dictates) required</td>
</tr>
<tr>
<td></td>
<td>- Participants are not required to purchase an additional Child Care First Aid &amp; CPR Manual</td>
</tr>
</tbody>
</table>
First Aid & CPR: National Program Standards 2011

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, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

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 and pass 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 (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)
*(see Equipment Ratios)

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

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 “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, the 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
# 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 WRFAI)

Course Length: 20 hours of teaching time
Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 Manual* (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)
- Risk Awareness & Release form (one per participant)

*(see Equipment Ratios)*

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- 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/or DVD player
- Red Cross Course Presentation (DVD)
- Ropes and tarps
- Communication devices
Pre-course Requirements:
Participant must be in good health and physical condition.

Course Content:
- Introduction
- Planning and Preparation
- Your Health
- What is the P.L.A.N.™?
- Airway Emergencies
- Breathing and Circulation Emergencies
- First Aid for Respiratory and Cardiac Arrest (includes CPR-C)
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Wound Care
- Cold- and Heat-Related Emergencies
- Environmental Situations
- Poisons
- Medical Emergencies
- Evacuation and Transportation
- Extended Care

See the Instructor manual for specific “must knows” 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 an emergency pre-trip plan prepared and filed with a responsible individual not involved in the course. A sample can be found on the Training Partner website and Instructor CD.
- 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 Manual

During a recertification, the following topics are not required:
- Planning and Preparation
- Your Health
- What is the P.L.A.N.™?
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: Wilderness & Remote First Aid Instructor (including WRFAI)

Course Length: 40 hours of teaching time
Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 Manual (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)
- Risk Awareness & Release form (one per participant)

*(see Equipment Ratios)

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Full-faced helmet

- 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/or DVD player
- Red Cross Course Presentation (DVD)
- Ropes and tarps
- Communication devices
**Pre-course Requirements:**

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

## Course Content:

- Planning and Preparation
- Your Health
- What is the P.L.A.N.™?
- Airway Emergencies
- Breathing and Circulation Emergencies
- First Aid for Respiratory and Cardiac Arrest (includes CPR-C)
- Head and Spine Injuries
- Bone, Muscle, and Joint Injuries
- Wound Care
- Cold- and Heat-Related Emergencies
- Environmental Situations
- Poisons
- Medical Emergencies
- Evacuation and Transportation
- Extended Care

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

More than 50% of the course must 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)

## Recertification:

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

- Only 16–20 hours of teaching required
- Proof of current Advanced Wilderness & Remote First Aid certification (or as legislation dictates) required
- Participants are not required to purchase an additional *Wilderness & Remote First Aid Manual*
- During a recertification, the following topics are not required:
  - Your Health
  - What is the P.L.A.N.™?

## Other Notes:

- Instructors must have an emergency pre-trip plan prepared and filed with a responsible individual not involved in the course. A sample can be found on the Training Partner website and Instructor CD.
- 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.
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
<table>
<thead>
<tr>
<th>Marine Basic First Aid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marine Advanced First Aid</td>
</tr>
</tbody>
</table>
## 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 level C). Course uses scenarios taken from the marine/fishing industry.

**Course Instructor:** First Aid Instructor (including WRFAI, FRI, EMRI, FAIT, WRFAIT, and FR/EMRIT)

| Course Length: 14–16 hours of teaching time | Maximum Instructor to Participant Ratio: 1:18* |

**Completion Criteria:**

- Ability to comprehend and successfully demonstrate the skills and pass 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* (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)*

**Required Teaching Aids:**

- Adult 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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

**Recommended:**

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
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 enclosed spaces, infectious diseases, and personal health and hygiene

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:
- 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 rating certificate or endorsement or a Master or Officer certification or is the person providing first aid on board a vessel engaged on a near-coastal voyage, class 1, or unlimited waters. Covers advanced first aid techniques in cardiopulmonary resuscitation (CPR level HCP), sudden medical emergencies, oxygen administration, and injuries to the head and/or spine.

**Course Instructor:** First Responder Instructor (including EMRI and FR/EMRIT)

**Course Length:**
- 40–44 hours of teaching time
- 31–35 hours of teaching time

**Maximum Instructor to Participant Ratio:** 1:12*

**Completion Criteria:**
- Ability to comprehend and successfully demonstrate the skills and pass 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 Manual* (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)*

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

**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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

**Recommended:**
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- Airway training mannequin
Pre-course Requirements:
Participants must have a Transport Canada issued Candidate Document Number (CDN).

Course Content:
- The Red Cross
- The Responder*
- The Emergency Scene
- Preventing Disease Transmission*
- Human Body Systems
- 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
- Special Populations*
- Childbirth*
- Crisis Intervention*
- Reaching and Moving People
- Multiple Casualty Incidents
- Toxicological Hazards On Board a Ship
- Radio Medical Advice
- Pharmacology
- Sterilization
* These topics are either modified or omitted in the 31-hour course (see the Instructor manual).
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:
- Recertification of Marine Advanced First Aid is not permitted under federal regulations.
Table of Contents
# Pre-hospital Care Program

**Overview**
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.

**Courses**
- Oxygen Administration
- First Responder
- Emergency Medical Responder
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 FRI, EMRI, FR/EMRIT, or FAI 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: 1:12*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)
*(see Equipment Ratios)

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*
- 2 oxygen cylinders and regulators
- Oropharyngeal airways
- Nasal cannulas
- Suction devices and tips for suction devices
- BVMs suitable for adult, child, and baby
- Non-rebreather masks
- LCD projector and/or DVD player

Recommended:
- Airway mannequin
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Red Cross Course Presentation (DVD)
Pre-course Requirements:
Participant must be certified in CPR level C.

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 “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

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, the standards remain the same with the following variation:
- Participants are not required to purchase an additional Oxygen Administration Manual.
First Responder

Description:
Advanced first aid 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: FRI (including EMRI and FR/EMRIT)

Course Length: 40–44 hours of teaching time

Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass 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 Manual (one per participant)
- Canadian Red Cross Emergency Care Workbook (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

Recommended:
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- Airway training mannequin
Pre-course Requirements:
Participant must be certified in CPR level C.

Course Content:

<table>
<thead>
<tr>
<th>Part 1 – Preparing to Respond</th>
<th>Part 2 – Establishing Priorities of Care</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 1 – The Responder</td>
<td>Chapter 4 – Human Body Systems</td>
</tr>
<tr>
<td>Chapter 2 – The Emergency Scene</td>
<td>Chapter 5 – Assessment</td>
</tr>
<tr>
<td>Chapter 3 – Preventing Disease Transmission</td>
<td>Chapter 6 – Respiratory Emergencies</td>
</tr>
<tr>
<td></td>
<td>Chapter 7 – Airway and Ventilation</td>
</tr>
<tr>
<td></td>
<td>Chapter 8 – Circulatory Emergencies</td>
</tr>
<tr>
<td></td>
<td>Chapter 9 – Bleeding</td>
</tr>
<tr>
<td></td>
<td>Chapter 10 – Shock</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part 3 – Injuries</th>
<th>Part 4 – Medical Emergencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 11 – Soft Tissue Injuries</td>
<td>Chapter 15 – Sudden Illnesses</td>
</tr>
<tr>
<td>Chapter 12 – Musculoskeletal Injuries</td>
<td>Chapter 16 – Poisoning</td>
</tr>
<tr>
<td>Chapter 13 – Head and Spine Injuries</td>
<td>Chapter 17 – Heat- and Cold-Related Emergencies</td>
</tr>
<tr>
<td>Chapter 14 – Chest, Abdominal, and Pelvic Injuries</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part 5 – Special Populations and Situations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 18 – Special Populations</td>
</tr>
<tr>
<td>Chapter 19 – Childbirth</td>
</tr>
<tr>
<td>Chapter 20 – Crisis Intervention</td>
</tr>
<tr>
<td>Chapter 21 – Reaching and Moving People</td>
</tr>
<tr>
<td>Chapter 22 – Multiple Casualty Incidents</td>
</tr>
<tr>
<td>Chapter 23 – Communication and Transportation</td>
</tr>
</tbody>
</table>

Includes CPR-HCP

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, the standards remain the same with the following variations:
- Only 20 hours of teaching required
- Proof of current First Responder certification (or as legislation dictates) required
- Participants are not required to purchase an additional Emergency Care Manual or Emergency Care Workbook

The First Responder recertification can be challenged.

Other Notes:
Participants need to be familiar with local protocols. If an individual is transferring between provinces/territories, he or she needs to contact the Red Cross.
Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.
Emergency Medical Responder

Description:
Course provides the knowledge and skills that are 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 including firefighters, law-enforcement officers, and emergency medical services (EMS) personnel. Includes CPR level HCP and AED.

Course Instructor: EMR Instructor (including FR/EMRIT)

Course Length: 80 hours of teaching time
Maximum Instructor to Participant Ratio: 1:12*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills and pass a knowledge evaluation with a minimum mark of 80%, and successfully complete the skills checklist and two evaluated scenarios
- Candidate 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 Manual (one per participant)
- Canadian Red Cross Emergency Care Workbook (one per participant)
- Knowledge evaluation and answer sheet (one per participant)
- Course feedback form (one per participant)

*(see Equipment Ratios)

Required Teaching Aids:
- 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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Nasopharyngeal airways
- Transport vehicles and stretcher
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)

Recommended:
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- Airway training mannequin
- Pulse oximeter

Pre-course Requirements:
Participant must be certified in Standard First Aid with CPR level C.
Course Content:

**Part 1 – Preparing to Respond**
- Chapter 1 – The Responder
- Chapter 2 – The Emergency Scene
- Chapter 3 – Preventing Disease Transmission

**Part 2 – Establishing Priorities of Care**
- Chapter 4 – Human Body Systems
- Chapter 5 – Assessment
- Chapter 6 – Respiratory Emergencies
- Chapter 7 – Airway and Ventilation
- Chapter 8 – Circulatory Emergencies
- Chapter 9 – Bleeding
- Chapter 10 – Shock

**Part 3 – Injuries**
- Chapter 11 – Soft Tissue Injuries
- Chapter 12 – Musculoskeletal Injuries
- Chapter 13 – Head and Spine Injuries
- Chapter 14 – Chest, Abdominal, and Pelvic Injuries

**Part 4 – Medical Emergencies**
- Chapter 15 – Sudden Illnesses
- Chapter 16 – Poisoning
- Chapter 17 – Heat- and Cold-Related Emergencies

**Part 5 – Special Populations and Situations**
- Chapter 18 – Special Populations
- Chapter 19 – Childbirth
- Chapter 20 – Crisis Intervention
- Chapter 21 – Reaching and Moving People
- Chapter 22 – Multiple Casualty Incidents
- Chapter 23 – Communication and Transportation
  Includes CPR-HCP

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, the standards remain the same with the following variations:
- Only 20–24 hours of teaching required
- Proof of current Emergency Medical Responder certification (or as legislation dictates) required
- Participants are not required to purchase an additional Emergency Care Manual or Emergency Care Workbook
- The knowledge and practical evaluations can be challenged.

EMR Upgrade:
For upgrade purposes, the standards remain the same with the following variations:
- Only 40–60 hours of teaching required
- Proof of current 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, the hours of this upgrade can be reduced to 40 hours of teaching

Other Notes:
Participants need to be familiar with local protocols. If an individual is transferring between provinces/territories, he or she needs to contact the Red Cross.

Whenever possible, the course should use local equipment so participants become familiar with equipment from their area.
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, or who have been certified in the past and are looking to return to the Canadian Red Cross.

Instructor’s and Instructor Trainer’s Responsibilities: Code of Conduct

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 an 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 anytime 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 ILCOR standards and to the highest standards expected by the Canadian Red Cross.
- 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.

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.

For the First Responder and Emergency Medical Responder courses, a national scope of practice document is available on the Training Partner website and the document highlights the variations in course requirements for each province and territory.

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’s course. If necessary, the Instructor Trainer will determine the requirements for the Co-Teach. Co-Teaching assignments 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.
**Instructor Trainers**

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

- Hold a current Canadian Red Cross First Aid Instructor designation.
- Have taught at least 10 courses, one of which must be a Standard First Aid, within the last year.
- Be 18 years of age or older.
- Present a letter of interest explaining why he or she wants to advance to this level and how the Canadian Red Cross would benefit from having him or her as an Instructor Trainer.
- **Note:** Consideration may be given to the candidate’s participation in other First Aid-related activities such as program development, promotional presentations, etc.

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

- Successfully complete a skills testing before the start of the course and provide proof of the required prerequisites.
- 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 a First Aid Instructor course within two years of completing the Instructor Trainer 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 the 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.**

Certification

Due to the limited number of Wilderness & Remote Instructor Trainers, there may be a need to mentor Wilderness & Remote Instructors in some locations. Any mentorship must be pre-approved in writing by the Canadian Red Cross.

Recertification

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

- Instructors/Instructor Trainers indicate on their recertification workshop application form their desire to recertify their certification remotely and not attend a regularly scheduled recertification.
- Instructors/Instructor Trainers who wish to activate the remote clause for recertification purposes must have a professional development opportunity pre-approved by the Canadian Red Cross. The Canadian Red Cross will evaluate the professional development opportunities within the remote community. (For example, attend a conference or take a course related to first aid or Instructor development.)
- The “remote” Instructors/Instructor Trainers will receive the same recertification package that all other Instructors/Instructor Trainers receive at workshops. A special assignment will accompany the package, requesting information and answers, demonstrating the recertification package has been read and understood. The assignment will be returned to and checked by the Canadian Red Cross or a designated Instructor Trainer/MIT.
- Instructors/Instructor Trainers living in remote communities will be permitted to have skills testing (as required) completed in their community. The Canadian Red Cross will designate an evaluator or have the skills performed on videotape or another pre-approved method and forwarded to an Instructor Trainer/MIT for evaluation.
- Instructors/Instructor Trainers living in remote communities are required to 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 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. 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 (pages 73 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.

**Certification Extension**

Certification extensions will be granted only in the event of the following:

- Cancellation of a recertification workshop by the facility, Canadian Red Cross, or the Instructor Trainer.
- Extenuating circumstances beyond the control of the instructor, i.e., death in the immediate family or medical reasons. Medical documentation is required for illness.
- A request for a recertification workshop is made more than one month prior to the workshop date and all workshops are full. Extensions may be issued up to a maximum of six months.

**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 your local Red Cross Contact Centre to get 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 courses.
Canadian Red Cross may review the course evaluation forms that 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 problems to ensure that the quality of the course is meeting the expected standards. The seriousness of the problems 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 problems 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 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 prior similar complaints of a non-serious nature, whether or not resolved at the time;
- Alleges that an Instructor/Instructor Trainer has been suspended or decertified by another agency with respect to instruction/training of a similar nature within a program of that other agency; or
- Alleges that an Instructor/Instructor Trainer has failed to comply with a condition imposed by a hearing panel under step 9e of these steps.

The following steps will be taken to address a complaint:

1. A staff member or volunteer will document the complaint and forward it to his or her supervisor or to another 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 that 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 Zone Director or his or her designate.

4. If the Zone Director or designate agrees that the complaint is serious, he or she must initiate contact with the Instructor/Instructor Trainer within 10 business days of learning of the complaint. The purpose of the initial contact is to outline the process that will be followed and discuss next steps for the investigation. The feedback 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 Instructor/Instructor Trainer will be encouraged to respond in writing to the complaint.

7. The certification in question will be suspended by the Zone Director or designate during the investigation if:
   - the Zone Director 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.

8. If the complaint cannot be resolved during the investigation then a hearing will take place. A hearing panel will be formed and be composed of a Zone staff member from the Human Resources Department, a volunteer or staff member associated with the First Aid program, and the Zone President or his or her designate.

9. The panel is to review the complaint and determine the most appropriate course of action:
   a. When the panel 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 by 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, after a hearing, that 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, after a hearing, that the Instructor/Instructor Trainer has willfully or recklessly 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, after a hearing, that 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, the individual would like to become an Instructor/Instructor Trainer again the person must prove that he or she has successfully dealt with his or her addiction and must take an appropriate course designated by the Zone Director before reinstatement.

e. If the panel finds that a complaint has been substantiated and the circumstances are outside the provisions of paragraphs a. to 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 panel may consult the Canadian Red Cross Legal Department on any legal question that arises during the hearing and the decision of the panel will be in writing setting out the reasons for the decision.

**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 Zone Director 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 Zone Director.

**General**

- Any decision of a Zone Director or designate under section 7 may be reviewed by a hearing panel.

- 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**

1. The serious complaint will be documented and all of the steps taken in the investigation need to be documented in a file.
2. 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.

3. 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 that are 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.

4. 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.

5. The decision will be included in the Instructor’s/Instructor Trainer’s file.

6. Names of Instructors/Instructor Trainers whose certifications have been suspended or revoked are to be forwarded to the Canadian Red Cross National Office for circulation among all Zones.
Instructor Program

Overview
The Canadian Red Cross First Aid Instructor Development Program trains and certifies Instructors to organize and deliver First Aid & CPR courses.

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.

Courses
- CPR Instructor
- First Aid Instructor
- Oxygen Administration Instructor
- Wilderness & Remote First Aid Instructor
- First Responder Instructor
- Emergency Medical Responder Instructor
CPR Instructor

Course Instructor: CPR Instructor Trainer (including FAIT, WRFAIT, FR/EMRIT)

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 DVD (one per candidate)
- Pocket mask and latex-free gloves
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

*(see Equipment Ratios)

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/or DVD player
- Red Cross Course Presentation (DVD)
- 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 Standard First Aid with CPR-HCP certification with a recognized national agency
- 18 years of age or older
- Signed and complete 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 CRC IT can review the skills on the tape
- 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

Course Content:

<table>
<thead>
<tr>
<th>Part 1 – Information for the First Aid Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Red Cross</td>
</tr>
<tr>
<td>How People Learn</td>
</tr>
<tr>
<td>Instructional Techniques</td>
</tr>
<tr>
<td>Organizing the Courses</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part 2 – Specific Course Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPR, AED, knowledge evaluation</td>
</tr>
</tbody>
</table>

Post-course Requirements:

Co-Teach Requirements
- Meets the requirement of the Co-Teach form as outline by the Instructor Trainer

Co-Teach Extensions
- No extension will be granted after one year

Certification:
- Certification card and optional wall certificate
- 3 years
CPR Instructor Recertification

In a recertification, the 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 Standard First Aid certification with a recognized national agency
- The Instructor has taught a minimum of three Canadian Red Cross CPR courses during the three-year period. One of the courses MUST be 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 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

Co-Teach Requirements:
No Co-Teach required
# CPR Instructor Transfer

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

<table>
<thead>
<tr>
<th>Course Length: 14.5 hours of teaching time (1)</th>
<th>Maximum Instructor to Candidate Ratio: 1:8*</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.5–7.5 hours of teaching time (2)</td>
<td></td>
</tr>
</tbody>
</table>

**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
  - 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 complete 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

**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 FR/EMRIT)

| 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 DVD (one per candidate)
- Pocket mask and latex-free gloves
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

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

**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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- BVMs suitable for adult, child, and baby
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
- Access to all Instructor materials (available electronically on the Instructor Network)

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

*(see Equipment Ratios)
**Pre-course Requirements:**
- Proof of current Red Cross Standard First Aid with CPR-HCP certification with a recognized national agency
- 18 years of age or older
- Signed and complete 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 CRCIT can review the skills on the tape
- 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

**Course Content:**

<table>
<thead>
<tr>
<th>Part 1 – Information for the First Aid Instructor</th>
<th>Post-course Requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Red Cross</td>
<td>Co-Teach Requirements</td>
</tr>
<tr>
<td>How People Learn</td>
<td>Meets the requirement of the Co-Teach form as outline by the Instructor Trainer</td>
</tr>
<tr>
<td>Instructional Techniques</td>
<td>Co-Teach Extensions</td>
</tr>
<tr>
<td>Organizing the Courses</td>
<td>No extension will be granted after one year</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part 2 – Specific Course Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid, CPR, AED, Child Care, Marine Basic, and knowledge evaluation</td>
</tr>
</tbody>
</table>

**Certification:**
- Certification card and optional wall certificate
- 3 years
**First Aid Instructor Recertification**

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

<table>
<thead>
<tr>
<th>Course Length: 8 hours of teaching time</th>
<th>Maximum Instructor to Candidate Ratio: 1:12*</th>
</tr>
</thead>
</table>

**Pre-course Requirements:**

- Proof of current Red Cross First Aid Instructor certification with a recognized national agency
- The Instructor has taught a minimum of three Canadian Red Cross CPR courses during the three-year period. One of the courses must be either Standard First Aid, Standard Child Care First Aid, or Marine Basic First Aid since obtaining the Instructor certification or recertification.

**Candidate Materials:**

- First Aid Instructor recertification package
- Candidates are not required to purchase materials from original certification 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, the standards remain the same with the following variations:

<table>
<thead>
<tr>
<th>Course Length: 16 hours of teaching time (1)</th>
<th>Maximum Instructor to Candidate Ratio: 1:8*</th>
</tr>
</thead>
<tbody>
<tr>
<td>6–8.5 hours of teaching time (2)</td>
<td></td>
</tr>
</tbody>
</table>

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
  - 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 complete 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

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 an 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 First Aid Instructor (or higher) certification
- Proof of authorization to administer oxygen, if required by legislation

Course Content:
- Complete the *Oxygen Administration Self-Study Guide*
- Current First Responder and Emergency Medical Responder Instructors do not need to complete the Self-Study Guide

Post-course Requirements:

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
- 3 years

Co-Teach Requirements
- Co-Teach on the first course is recommended
Wilderness & Remote First Aid Instructor

Course Instructor: Wilderness & Remote First Aid Instructor Trainer

Course Length: 16 hours of teaching time
Maximum Instructor to Candidate Ratio: 1:8*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills in the Wilderness & Remote First Aid, CPR, and AED skills checklist
- Pass a knowledge evaluation with a minimum mark of 80%
- Successfully complete a WRFAI Pre-trip Plan
- 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 Wilderness & Remote First Aid Instructor Supplement (one per candidate)
- Canadian Red Cross Wilderness & Remote First Aid Manual and Field Guide (one per candidate)
- Pocket mask and latex-free gloves
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

*(see Equipment Ratios)

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
- Materials for improvised collars and backboards
- BVMs suitable for adult, child, and baby
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Full-faced helmet
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
- Ropes and tarps
- Pre-plan for each outdoor location

Recommended:
- Simulation kit and extra clothing to be used in scenarios
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Communication devices
**Pre-course Requirements:**
- Proof of current Standard First Aid Instructor with CPR-HCP certification and Red Cross Advanced Wilderness & Remote First Aid certification
- Outside support through written evidence of outdoor experience, including three references and/or a logbook of experience
- Pre-course assignment is left to the discretion of the Instructor Trainer

**Recommended:**
- Current First Responder certification or higher

**Course Content:**
- Wilderness & Remote First Aid skills check
- Course Planning:
  - Teaching in an outdoor classroom
  - Setting up and running a scenario
  - Debriefing
- Specific course content
- Scenario practice teaching
- Wrap-up

At least 50% of the course must be in a non-urban setting.

**Post-course Requirements:**

**Co-Teach Requirements**
- Meets the requirement of the Co-Teach form as outline by the Instructor Trainer

**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
- This certification will remain valid as long as the Canadian Red Cross First Aid Instructor certification is current
- 3 years
**Wilderness & Remote First Aid Instructor Recertification**

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

<table>
<thead>
<tr>
<th>Course Length: 10 hours of teaching time</th>
<th>Maximum Instructor to Candidate Ratio: 1:8*</th>
</tr>
</thead>
</table>

**Pre-course Requirements:**
- Wilderness & Remote First Aid Instructors must meet the prerequisites for First Aid Instructor recertification
- In addition, the Instructor is required to instruct one WRFA course in the three-year certification period. This WRFA course can replace the one SFA course that is required for First Aid Instructor recertification.

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

**Course Content:**
- Practical First Aid, as well as Wilderness & Remote First Aid and teaching/evaluation skills and scenario sessions
- A professional-development component
- Updates relating to Canadian Red Cross First Aid and Wilderness & Remote 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
- At a minimum, the recertification scenarios should be taught in a non-urban setting

**Co-Teach Requirements:**
No Co-Teach required
**Wilderness & Remote First Aid Instructor Mentorship Process**

In the absence of an available Red Cross Wilderness & Remote First Aid Instructor Course, a candidate may follow a mentorship process with a current Wilderness & Remote First Aid Instructor. This process must be approved by the Red Cross and overseen by a WRFA Instructor Trainer. In a mentorship, the standards remain the same as the standard course with the following variations:

**Course Length:** n/a  
**Maximum Instructor to Candidate Ratio:** 1:1

**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
  - 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 complete 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

**Recommended:**

- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills
First Responder Instructor

Course Instructor: Red Cross First Responder/Emergency Medical Responder Instructor Trainer

Course Length: 40 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:8*

Completion Criteria:

- Ability to successfully demonstrate the skills and scenarios and pass a knowledge evaluation with a minimum mark of 80%
- Successfully demonstrate teaching ability through assignments and completion of the course practice-teaching assignments
- Design and evaluate scenarios
- 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 and DVD (one per candidate)
- Canadian Red Cross First Responder & Emergency Medical Responder Instructor Manual (one per candidate)
- Canadian Red Cross Emergency Care Manual, CPR/AED Manual, and First Aid & CPR Manual (one per candidate)
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

Recommended:

- Canadian Red Cross Oxygen Administration Manual and Child Care First Aid & CPR Manual (purchased by the candidate)

*(see Equipment Ratios)

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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Airway training mannequin

Recommended:

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
Pre-course Requirements:

- Proof of advanced level first aid training such as First Responder or Marine Advanced First Aid through a recognized training agency
- Submit a completed Canadian Red Cross FR & EMR Responder Skills Competency Checklist. The candidate must successfully complete all of the FR skills without coaching. A few suggestions for completing this option are:
  - Observe a FR course and have the Instructor complete the skills checklist. Submit the completed checklist a minimum of two weeks prior to the FR Instructor course for review and validation.
  - Schedule a skills testing session with a current FR & EMR Instructor Trainer before the session begins.
  - If Instructors 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 FR & EMR IT can review the skills on the tape.
- Proof of current CPR-HCP certification
- 19 years of age or older
- Complete an interview with the course conductor
- Pre-course assignment is left to the discretion of the Instructor Trainer

Course Content:

- Introducing a First Aid Course
- The Red Cross (including National Program Standards)
- How People Learn
- Instructional Techniques
- Organizing the Courses
- Specific Course Content (First Aid & CPR, Child Care First Aid, Marine First Aid, First Responder)
- Practice Teaching
- Skills Check

All Instructors can also teach the Marine Advanced First Aid course.

Post-course Requirements:

Co-Teach Requirements

- Meets the requirement of the Co-Teach form as outline by the Instructor Trainer
- A candidate is required to Co-Teach on a minimum of 50% and a maximum of 75% of the course, but attend 100% of the course
- At the discretion of the Instructor Trainer, there can be up to a maximum of two candidates Co-Teaching on one course

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

Notes:

Candidates must be familiar with local protocols. If an individual is transferring between provinces/territories, they need to contact the Canadian Red Cross.
First Responder Instructor Recertification
In a recertification, the standards remain the same with the following variations:

<table>
<thead>
<tr>
<th>Course Length: 8 hours of teaching time</th>
<th>Maximum Instructor to Candidate Ratio: 1:12*</th>
</tr>
</thead>
</table>

Pre-course Requirements:
- Proof of current Red Cross FR Instructor certification
- The Instructor has taught a minimum of two Canadian Red Cross First Responder or Marine Advanced First Aid courses during the three-year period

Candidate Materials:
- Candidates are not required to purchase materials from original certification 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 Responder Instructor Transfer
In an Instructor Transfer, the standards remain the same with the following variations:

Course Length: 16–20 hours of teaching time
Maximum Instructor to Candidate Ratio: 1:8*

Pre-course Requirements:
- Proof of advanced level first aid training such as First Responder or Marine Advanced First Aid through a recognized training agency
- Submit a completed Canadian Red Cross FR & EMR Skills Competency Checklist. The candidate must successfully complete all of the FR skills without coaching. A few suggestions for completing this option are:
  - Observe an FR course and have the Instructor complete the skills checklist. Submit the completed checklist a minimum of two weeks prior to the FR Instructor course for review and validation.
  - Schedule a skills testing session with a current FR & EMR Instructor Trainer before the session begins.
  - If Instructors 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 FR & EMR IT can review the skills on the tape. This can be done upon written pre-approval from the Canadian Red Cross.
- Proof of current CPR-HCP certification
- 19 years of age or older
- Complete an interview with the course conductor. This is optional based on the experience and training of the candidate.
- Proof of current CRC First Aid Instructor or Instructor Trainer certification or equivalent
Emergency Medical Responder Instructor

Course Instructor: First Responder/Emergency Medical Responder Instructor Trainer

Course Length: 40 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:8*

Completion Criteria:
- Ability to successfully demonstrate the skills and scenarios and pass a knowledge evaluation with a minimum mark of 80%
- Successfully demonstrate teaching ability through assignments and completion of the course practice-teaching assignments
- Design and evaluate scenarios
- 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 and DVD (one per candidate)
- Canadian Red Cross First Responder & Emergency Medical Responder Instructor Manual (one per candidate)
- Canadian Red Cross Emergency Care Manual, CPR/AED Manual, and First Aid & CPR Manual (one per candidate)
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

Recommended:
- Canadian Red Cross Oxygen Administration Manual and Child Care First Aid & CPR Manual (purchased by the candidate)

*(see Equipment Ratios)

Required Teaching Aids:
- 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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Nasopharyngeal airways
- Transport vehicles and stretcher
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Airway training mannequin
- Pulse oximeter

Recommended:
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
Pre-course Requirements:
- Proof of Emergency Medical Responder-level training/license or higher through a provincial/territorial or federal organization with proof of current CPR-HCP certification
- Submit a completed Canadian Red Cross EMR Responder Skills Competency Checklist. The candidate must successfully complete all of the FR skills without coaching. A few suggestions for completing this option are:
  - Observe an EMR course and have the Instructor complete the skills checklist. Submit the completed checklist a minimum of two weeks prior to the EMR Instructor course for review and validation.
  - Schedule a skills testing session with a current EMR Instructor Trainer before the session begins.
  - If Instructors 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 EMR IT can review the skills on the tape.
- 19 years of age or older
- Complete an interview with the course conductor
- Pre-course assignment is left to the discretion of the Instructor Trainer

Course Content:
- Introducing a First Aid Course
- The Red Cross (including National Program Standards)
- How People Learn
- Instructional Techniques
- Organizing the Courses
- Specific Course Content (First Aid & CPR, Child Care First Aid, Marine First Aid, First Responder)
- Practice Teaching
- Skills Check

Post-course Requirements:
- Co-Teach Requirements
  - Meets the requirement of the Co-Teach form as outline by the Instructor Trainer
  - A candidate is required to Co-Teach on a minimum of 50% and a maximum of 75% of the course, but attend 100% of the course
  - At the discretion of the Instructor Trainer, there can be up to a maximum of two candidates Co-Teaching on one course
- 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

Notes:
Candidates must be familiar with local protocols. If an individual is transferring between provinces/territories, they need to contact the Canadian Red Cross.
Emergency Medical Responder Instructor Recertification
In a recertification, the standards remain the same with the following variations:

<table>
<thead>
<tr>
<th>Course Length: 8 hours of teaching time</th>
<th>Maximum Instructor to Candidate Ratio: 1:12*</th>
</tr>
</thead>
</table>

Pre-course Requirements:
- Proof of current Red Cross EMR Instructor certification
- The Instructor has taught a minimum of one Canadian Red Cross Emergency Medical Responder course during the three-year period

Candidate Materials:
- Candidates are not required to purchase materials from original certification 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


Emergency Medical Responder Instructor Transfer

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

**Course Length:** 16–20 hours of teaching time  
**Maximum Instructor to Candidate Ratio:** 1:8*

---

### Pre-course Requirements:

- Proof of Emergency Medical Responder-level training or higher through a provincial/territorial or federal organization with proof of current CPR-HCP certification.
- Submit a completed Canadian Red Cross FR & EMR Skills Competency Checklist. The candidate must successfully complete all the skills without coaching. A few suggestions for completing this requirement are:
  - Observe an EMR course and have the Instructor complete the skills checklist. Submit the completed checklist a minimum of two weeks prior to the EMR Instructor course for review and validation.
  - Schedule a skills testing session with a current FR & EMR Instructor Trainer before the session begins.
  - If Instructors 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 FR & EMR IT can review the skills on the tape. This last option may not be available in all areas and is subject to Canadian Red Cross written pre-approval.
- 19 years of age or older
- Complete an interview with the course conductor. This is optional based on the experience and training of the candidate.
- Proof of current CRC First Aid Instructor or Instructor Trainer certification or equivalent.

---

▲ Table of Contents
▲ Table of Contents
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 the 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
- CPR Instructor Trainer
- First Aid Instructor Trainer
- Wilderness & Remote First Aid Instructor Trainer
- First Responder/Emergency Medical Responder Instructor Trainer
CPR Instructor Trainer

Course Instructor: Master Instructor Trainer

Course Length: 16 hours of teaching time  
Maximum Instructor to Candidate Ratio: 1:6*

Completion Criteria:
- Ability to comprehend and successfully demonstrate the skills in the CPR and AED skills checklists
- 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 First Aid Instructor Trainer Manual
- Canadian Red Cross CPR/AED Manual, First Aid & CPR Instructor Manual, and DVD (per participant)
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

*(see Equipment Ratios)

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/or DVD player
- Red Cross Course Presentation (DVD)
- Access to all Instructor administration materials (available electronically on the Instructor Network)

Recommended:
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
### Pre-course Requirements:
- Current CPRI certification for a minimum of three years
- Taught a minimum of 10 Red Cross courses; one must have been a CPR-HCP taught within the last year
- 18 years of age or older
- Present a letter of interest explaining why he or she wants to advance to this level and submit letter along with completed application form
- Pre-course assignment is left to the discretion of the Master Instructor Trainer

### Course Content:

#### Part 1 – Information for the Instructor Trainer
- The Red Cross
- How to Teach People
- Instructional Techniques
- Organizing the First Aid & CPR Instructor Course

#### Part 2 – Specific Instructor Course Content

### Post-course Requirements:

#### Co-Teach Requirements
- Meets the requirement of the Co-Teach form as outline by the Master Instructor Trainer

#### Co-Teach Extensions
- No extension will be granted after two years

### Certification:
- Certification card and optional wall certificate
- 3 years

### Recertification:
For recertification, the standards remain the same with the following variations:
- Only 8 hours of teaching required
- Master Instructor Trainer to candidate ratio is increased to 1:12*
- Proof of current CPR IT certification required; must have taught a minimum of one Instructor course or two Instructor recertifications during certification period; must have demonstrated a commitment to the Canadian Red Cross
- Candidate materials are a CPR IT recertification package (one per candidate) only
- Course content must include a professional-development component and updates to Canadian Red Cross First Aid
First Aid Instructor Trainer

Course Instructor: Master Instructor Trainer

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 checklists
- 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 First Aid Instructor Trainer Manual
- Copies of all participant and Instructor-level course materials for applicable courses
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

*(see Equipment Ratios)

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
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- BVMs suitable for adult, child, and baby
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
- Access to all Instructor administration materials (available electronically on the Instructor Network)

Recommended:

- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
Pre-course Requirements:
- Proof of current Red Cross Standard First Aid Instructor certification
- Taught a minimum of 10 Red Cross courses; one must have been a Standard First Aid Course taught within the last year
- 18 years of age or older
- Signed and complete 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 CRC IT can review the skills on the tape
- Pre-course assignment is left to the discretion of the Master Instructor Trainer

Recommended:
- Candidate materials distributed two weeks in advance of the course to enable a review of the most difficult skills

Course Content:
- **Part 1 – Information for the First Aid Instructor**
  - The Red Cross
  - How People Learn
  - Instructional Techniques
  - Organizing the Courses
- **Part 2 – Specific Course Content**
  First Aid, CPR, AED, Child Care, Marine Basic, and knowledge evaluation

Post-course Requirements:

Co-Teach Requirements
- Meets the requirement of the Co-Teach form as outlined by the Master Instructor Trainer

Co-Teach Extensions
No extension will be granted after two years

Certification:
- Certification card and optional wall certificate
- 3 years

Recertification:
For recertification, the standards remain the same with the following variations:
- Only 8 hours of teaching required
- Master Instructor Trainer to candidate ratio is increased to 1:12*
- Proof of current FAIT certification required; must have taught a minimum of one Instructor course or two Instructor recertifications during certification period; must have demonstrated a commitment to the Canadian Red Cross
- Candidate materials are a FAIT recertification package (one per candidate) only
- Course content must include a professional-development component and updates to Canadian Red Cross First Aid
Wilderness & Remote First Aid Instructor Trainer

**Course Instructor:** Wilderness & Remote First Aid Instructor Trainer

| Course Length: n/a | Maximum Instructor to Candidate Ratio: 1:1* |

**Completion Criteria:**
- Ability to comprehend and successfully demonstrate the skills in the Wilderness & Remote First Aid, CPR, and AED skills checklist
- Successfully complete a WRFAI Pre-trip Plan
- Adhere to the Code of Conduct, Legal Responsibilities, and Healthy Teaching Practices
- Candidates must attend and participate in 100% of the course

<table>
<thead>
<tr>
<th>Required Candidate Materials:</th>
<th>Required Teaching Aids:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canadian Red Cross <em>First Aid &amp; CPR Instructor Trainer Manual</em></td>
<td>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*</td>
</tr>
<tr>
<td>Copies of all participant and Instructor-level course materials for applicable courses</td>
<td>AED trainers*</td>
</tr>
<tr>
<td>Knowledge evaluation and answer sheet (one per candidate)</td>
<td>Equipment cleaning supplies</td>
</tr>
<tr>
<td>Course feedback form (one per candidate)</td>
<td>Triangular bandages*</td>
</tr>
</tbody>
</table>

*(see Equipment Ratios)*

- Blankets*
- Splinting materials
- Materials for improvised collars and backboards
- BVMs suitable for adult, child, and baby
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Full-faced helmet
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
- Ropes and tarps
- Pre-plan for each outdoor location

**Recommended:**
- Simulation kit and extra clothing to be used in scenarios
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Communication devices
Pre-course Requirements:

- Proof of current First Aid Instructor Trainer certification and Red Cross Advanced Wilderness & Remote First Aid Instructor certification
- Taught a minimum of five courses (three of which must be Advanced Wilderness & Remote First Aid)
- Develop the lesson plans for the course and work with WRFAIT to plan and organize courses

Recommended:

- Current First Responder certification or higher

Course Content:

- Course Planning
- Co-Teaching on a WRFAI course

Must teach 50% of the class and be present 100% of the time

Certification:

- Certification card and optional wall certificate
- 3 years

Recertification:

- As long as the FAIT certification remains current and the candidate is teaching two participant-level courses over three years and/or mentoring three WRFAI candidates, the certification will remain current
First Responder/Emergency Medical Responder Instructor Trainer

Course Instructor: Master Instructor Trainer

Course Length: 8 hours of teaching time

Maximum Instructor to Candidate Ratio: 1:6*

Completion Criteria:
- Ability to successfully demonstrate the skills and scenarios and pass a knowledge evaluation
- 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
- Copies of all participant and Instructor-level course materials for applicable courses
- Knowledge evaluation and answer sheet (one per candidate)
- Course feedback form (one per candidate)

*(see Equipment Ratios)

Required Teaching Aids:
- 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
- Spinal backboard and straps
- Cervical collars
- Head immobilization device
- Kendrick Extrication Device and short board
- Traction splint (Sager)
- Obstetrics kit
- Nasopharyngeal airways
- Transport vehicles and stretcher
- Glucometer and sharps container
- Various full-faced helmets
- Response kits*
- 2 epinephrine auto-injector trainers
- 2 metered-dose inhalers and spacers
- Airway training mannequin
- Pulse oximeter

Recommended:
- Simulation kit
- Flip chart or dry-erase board
- Mats
- Office supplies
- Name tags
- Teaching stethoscopes
- LCD projector and/or DVD player
- Red Cross Course Presentation (DVD)
Pre-course Requirements:
- Current First Aid Instructor Trainer certification
- Proof of First Aid Instructor Trainer certification and Emergency Medical Responder certification with current CPR-HCP (for a minimum of one year)
- Letter of recommendation from a First Responder and Emergency Medical Responder Instructor Trainer
- Taught a minimum of two Red Cross FR or EMR courses; one must have been an EMR course taught within the last year
- 19 years of age or older
- Present a letter of interest explaining why he or she wants to advance to this level and how the Canadian Red Cross would benefit from having them as an Instructor Trainer
- Pre-course assignment is left to the discretion of the Master Instructor Trainer

Course Content:

Part 1 – Information for the FR & EMR Instructor Trainer
- Instructional Techniques
- Evaluation
- Organizing the Courses

Part 2 – Specific Course Content
EMR content follows Paramedic Association of Canada Competencies found at www.paramedic.ca

Post-course Requirements:

Co-Teach Requirements
- Meets the requirement of the Co-Teach form as outline by the Master Instructor Trainer

Co-Teach Extensions
No extension will be granted after two 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, the standards remain the same with the following variations:
- Only 6–8 hours of teaching required
- Instructor to candidate ratio is increased to 1:12*
- Proof of current FR & EMR IT certification required; must have taught a minimum of one Instructor course or two Instructor recertifications during certification period; must have demonstrated a commitment to the Canadian Red Cross
- Candidates are not required to purchase additional materials
- Course content must include a professional-development component and updates to Canadian Red Cross First Aid

Notes:
Candidates must be familiar with local protocols. If an individual is transferring between provinces/territories, they need to contact the Canadian Red Cross.
Master Instructor Trainer Program

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 First Aid Instructor Trainers to support the Red Cross First Aid Programs. This position is a designation, not a certification, for the purpose of teaching the First Aid Instructor Trainers on an as needed basis.

Master Instructor Trainer’s Minimum National Responsibilities

- Reviewing Instructor Trainer candidates’ backgrounds, skills, and knowledge to ensure that they meet the prerequisites and other requirements for the Instructor Trainer course.
- Equipping Instructor Trainer candidates with the knowledge, skills, attitudes, and experience required to teach Instructors; a Master Instructor Trainer should not mentor on programs that he or she is not certified to instruct.
- 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.
# PeopleSavers and Babysitter 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

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 CPR Instructors, First Aid Instructors, First Aid Instructor Trainers, Water Safety Instructors, Water Safety Instructor Trainers, First Responder Instructors, and Emergency Medical Responder Instructors 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

<table>
<thead>
<tr>
<th>Course Instructor:</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Length:</td>
<td>n/a</td>
</tr>
<tr>
<td>Maximum Instructor to Participant Ratio:</td>
<td>n/a</td>
</tr>
</tbody>
</table>

## 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 Babysitter 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 CPR Instructors, First Aid Instructors, First Aid Instructor Trainers, Water Safety Instructors, Water Safety Instructor Trainers, First Responder Instructors, and Emergency Medical Responder Instructors 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, A, C: 8 years of age and older  
For CPR-HCP: Onset of puberty (adolescence) and older |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AED Trainer</td>
<td>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</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Baby</td>
<td>Newborn to 1 year of age</td>
</tr>
<tr>
<td>C</td>
<td>Certification course</td>
<td>Provides the participant with a certification or other written recognition that has an expiry date on it</td>
</tr>
</tbody>
</table>
| | 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) |
| CoSTR | Consensus on Science with Treatment Recommendations, a document developed by the International Liaison Committee on Resuscitation (ILCOR) |
| Co-Teach | To jointly teach with another experienced Instructor or Instructor Trainer. |
| 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. |
| Emergency Medical Responder (EMR) | A responder who has successfully completed a recognized training program in the care and transportation of an ill or injured person. |
| F | First Responder (FR) | 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. |
| H | Healthcare Provider | Physicians, nurses, paramedics and Allied Healthcare Providers (Registered Therapist, Occupational Therapist, Physiotherapist) |
| I | ILCOR | International Liaison Committee on Resuscitation; coordinates the presentation of scientific worksheets on resuscitation |
| M | Mentorship | A process in which an Instructor or Instructor Trainer supports and |
The National Training Agencies worked together to finalize Canadian resuscitation standards based on the ILCOR guidelines. The National Training Agencies include the Canadian Red Cross, St. John Ambulance, Heart and Stroke Foundation of Canada, Lifesaving Society, and the Canadian Ski Patrol.

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.

These are the final steps required once the core of the course has been completed.

A requirement to remain certified; to retest skills and knowledge on a regular cycle.

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.

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.

Materials, equipment, or standards that Training Partners must ensure Instructors have in order to maintain program standards and provide essential materials for participants.

Training Partner

To refresh the knowledge and skills to the current standards within the same certification.

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.

Wilderness & Remote First Aid Instructor Trainer