

American Heart Association Emergency Cardiovascular Care Program Instructor Monitor Form

Name of Instructor: _____

Type of Instructor: ☐ HS ☐ BLS ☐ ACLS ☐ ACLS-EP ☐ PALS

Instructor's Primary TC for This Discipline: _____

Reason for Monitoring:

☐ Initial Recognition
TC Sponsoring Instructor Course: _____
Instructor Course Date: _____

☐ Renewal
Instructor Card Expiration Date: _____

☐ Remediation (for repeat monitoring as needed if previous monitoring is unsuccessful)
Previous Monitoring Date: _____ Previously Monitored by: _____

Name of Reviewer: _____

Reviewer's status (check all that apply):

☐ TCF ☐ BLS IT ☐ Course Director ☐ Lead Instructor
☐ BLS ☐ ACLS ☐ PALS

Monitoring Date: _____ Monitoring Location (TC and Site): _____

Name of Course Taught (ie, BLS Healthcare Provider Renewal Course) _____

Teaching was monitored during the following part(s) of course:

☐ Teaching/Skills Stations ☐ Evaluation/Skills Stations ☐ Remediation

Instructor Monitor Checklist

Instructions: Check appropriate box (E = Excellent, S = Satisfactory, NI = Needs Improvement, NA= Not Applicable) for all criteria that apply to the monitoring process. Instructor teaching and student evaluation skills are to be monitored. Please complete all areas. ***Comment on all areas indicated as "Needs Improvement."**

	E	S	NI*	NA	Comments
Teaching Effectiveness					
Organizes physical set-up to facilitate learning by students					
Introduces objectives/outline					
Covers core content following outline consistent with AHA guidelines					
Summarizes key information					
Demonstrates mastery of course content/ability to respond to student questions					
Demonstrates willingness and ability to demonstrate skills (when applicable)					
Allows adequate time for skills practice					
Uses interactive teaching style/encourages student participation					
Manages time effectively (begins/ends on time, avoids digression from key points)					

Provides effective and ongoing feedback to students					
Demonstrates professionalism (appropriate attire, use of terminology, etc)					
Evaluation Effectiveness					
Uses performance checklists (as available)					
Evaluates fairly, using current AHA guidelines and materials					
Provides or recommends appropriate remediation					
Materials/Equipment					
Uses equipment that is clean and in good working order					
Uses appropriate standard (universal) precautions whenever applicable					
Uses current AHA materials (video, tool kit, etc) to deliver content					
All students are using appropriate AHA textbook					
Refers to AHA textbook during teaching and/or evaluation feedback					
Demonstrates ability to use and troubleshoot audiovisual equipment					

Signatures/Recommendations

Instructions: Please use the Instructor Monitor Checklist as a basis for recommendations. Reviewer should send completed form to Instructor's primary TC for discipline monitored.

Reviewer's Recommendations/Comments:

Do you recommend new/renewal of Instructor status for this Instructor Candidate/Instructor?

☐ Yes ☐ No If no, please summarize your rationale and provide recommendations for remediation (please attach additional comments as needed).

Signature of Reviewer: _____ **Date:** _____

Instructor's Comments (please attach additional comments as needed):
