



Instructor Application & Maintenance

Prerequisites

1. Completion of Provider Course and Benchmark Skills Lab within past 4 years
2. Current professional license
3. Clinical expertise in at least one core area of CALS (trauma, medical, peds, OB, neonate)
4. Teaching experience in another advanced life support course (preferred)
5. Interest in providing education to rural communities

Application Process

1. Applicants who meet the prerequisites are invited to complete an *Instructor Interest* form and return it to the CALS Program where it will remain on file for one year.
2. CALS staff will conduct an annual instructor needs assessment and identify candidates for further consideration from the *Instructor Interest* forms on file.
3. Candidates identified for further consideration will be invited to complete the *Instructor Information* form (including CV, recommendation letter and referrals).
4. The information received will be reviewed by CALS staff and applicants will be selected for participation in the next CALS Instructor Course. .

Instructor Candidate Pool

1. Eligible candidates will be notified of the next scheduled Instructor Course.
2. Instructor candidates must successfully complete the Instructor Course and team teaching to be considered a CALS Instructor.
3. During team teaching the CALS instructor evaluator will provide immediate feedback (*Instructor Evaluation* form) to the candidate. The evaluator will recommend the candidate for 1) acceptance into the CALS Instructor Pool or 2) remediation.
4. Remediation consists of specific suggestions for improvement and a second opportunity to team-teach alongside a CALS Instructor.

To Maintain the CALS Instructor Designation, Instructors must...

1. Complete a CALS *Instructor Activity Sheet* for every course observed or taught.
2. **Teach the CALS curriculum as presented in the CALS Provider Manual: Instructor Supplement.**
3. Teach at least four CALS Provider Courses or Benchmark Skills Lab in a two-year (fiscal calendar July–June) period.
4. Attend a CALS lab once every four years. (Instructors who teach the trauma stations may benefit from attending the CALS lab every two years. Prior approval required.)
5. Teach or observe at least 80% of a CALS Provider Course every four years or attend another CALS Provider Course.
6. Participate in at least one CALS instructor meeting every two years.
7. Maintain personal continuing education and license in area of expertise.

Failure to Maintain CALS Instructor Status

Failure to maintain CALS Instructor status will lead to a loss of all rights and privileges associated with being a CALS Instructor. Inactive personnel cannot claim to be a CALS Instructor until they have met the following requirements:

1. Attended another CALS Provider Course in its entirety.
2. Upon completion of the Provider Course, team teach with a CALS Instructor.
3. An evaluator will observe the candidate's team teaching performance and the evaluator will provide immediate feedback (*Instructor Evaluation* form) to the candidate. The evaluator will either recommend the candidate for 1) re-entry into the CALS Instructor Program or 2) remediation.



Instructor Interest

The CALS Program staffs the Provider Course with Instructors who are interested in furthering the CALS mission of providing lifesaving education to rural healthcare provider teams. If you would like to support this mission by becoming an instructor, please take a moment to share with us an overview of your teaching and clinical experience.

Participant Information
Full Name:
Home Address:
City/State/Zip:
Email address:
Telephone # (Which # should we try 1st, 2nd, etc.):
Provider Type (circle type):
License # & state licensed in:
Employer Name:
What the best way to reach you? Email or telephone?
I am (board) certified in...
Currently I am instructor in... (mark all that apply)
I have other teaching experience (please describe)
I have clinical expertise in... (mark all that apply)
I'd like to be a CALS Instructor because...
Acknowledgement
Next step