Generic Instructor Course: New Course Centre Application

Centre Name	
Town	
County	
Region	

Contact Name and Title		
Address		
	Postcode	
Tel No:		
Fax No: (if applicable)		
Email address:		

In order for us to fully consider your centre, please provide the following information.

Who would be the Course Organiser?	
Who would be the Course Director?	
Is the Course Director on the current list of approved GIC Directors?	

1. Details of possible backgrounds of course participants:

Course Type	ALS	APLS	MedicALS	MIMMS	MOET	NLS	EPALS	PHPLS	SIMMS	STaR
Tick if you are an existing provider course centre for these groups										
Tick the provider course groups you want to run the GIC with (min 2/max 3)										
How many existing GIC Instructors are available locally?										
How many of these GIC Instructors are Medics?										
How many current Instructors* available locally are eligible to become GIC Instructors?										

* Instructors who have taught on four or more Provider Courses as a full Instructor

2. In order to run the course you will need to confirm that you can provide all of the teaching facilities and equipment required.

Teaching Rooms	Available in facility
Lecture room: • Large enough to seat all candidates and faculty • Digital projector, flipchart	
Teaching rooms: • 1 per 4 candidates – e.g. for course of 16 candidates, 4 rooms • large enough for scenario, skills and workshop teaching for groups of 4 plus 2 or 3 faculty	
Faculty room: • Large enough to seat all faculty in meeting style • Computer for lecture preparation	
Refreshment area: • Either within facility or close by	

Audio-visual/Course Equipment*		Available in facility or locally
Keynote Sessions	See details under lecture room above	
Lecture Practice	• Digital projector and screen • Flipchart	
Skill Station Practice	• Skills equipment from specific provider courses (see attached table for further information)	
Closed Discussion Practice	• Digital projector and screen • Flipchart	
Scenario Teaching Practice	• Scenario equipment from specific provider courses (see attached table for further information) • Flipchart	
Skills Assessment Practice	• Skills equipment from specific provider courses (see attached table for further information)	
Scenario Assessment Practice	• Scenario equipment from specific provider courses (see attached table for further information) • Flipchart	

3. In order to be allowed to run the course, you will need to provide supporting information - this should include the need for a course in your area and evidence of sufficient demand.

We [the course centre] understand that:

- We will be subject to the Generic Instructor Course Regulations when running the course.
- We will abide by the approving organisations Code of Conduct
- An administration fee will be payable for each candidate on the course.
- If we include any false statements, RCUK / ALSG have the right to withdraw the Generic Instructor Course from our centre.
- All invoices must be paid within 30 days of issue

Signed on behalf of the _____ course centre:

Signature:	
Print Name:	
Date:	