



American Heart Association | American Stroke Association

Learn and Live

**American Heart Association Emergency Cardiovascular Care Program  
Instructor Monitor/Competency Checklist Form**

**American Heart Association Emergency Cardiovascular Care Instructor Competency Checklist**  
**Instructions to Training Center (TC) Faculty:** Use this form as a guide in assessing instructor candidate proficiency in the AHA Core Course competencies during the practice session in the discipline-specific course. Not all competencies can be assessed in a single instructor candidate demonstration. Share with the instructor candidate those competencies that are emphasized as well as the ones indicated with an asterisk (\*).

Instructor Candidate: \_\_\_\_\_

Being evaluated for:

Heartsaver       BLS       ACLS       ACLS-Experienced  
 Provider  
 PALS

Instructor's Primary TC for this Discipline: \_\_\_\_\_

Reason for Monitoring:

Initial Recognition  
     TC Sponsoring Instructor Course: \_\_\_\_\_

    Instructor Course Date: \_\_\_\_\_

Renewal (or Interim Evaluation)  
     Instructor Card Expiration Date: \_\_\_\_\_

Remediation (for repeat monitoring if previous monitoring is unsuccessful)

    Previous Monitoring Date/Person Monitoring: \_\_\_\_\_

Course monitored: \_\_\_\_\_

Monitoring Date/Location (TC and Site): \_\_\_\_\_

Name of Reviewer: \_\_\_\_\_

Reviewer's Status (check all that apply) for this discipline:

TCF       Course Director       Regional Faculty in this discipline

Reviewer's Training Center \_\_\_\_\_

Teaching was monitored during the following sections of the course:

Teaching/Skills Stations       Evaluation/Skills Stations       Student Remediation

Key	
Successful	Conducted course and demonstrated competency as an AHA instructor in a manner consistent with AHA standards with only minimal coaching or correction necessary.
Needs Remediation	Missed significant opportunities to handle a situation that occurred in a manner consistent with the standards set for an AHA instructor or was inconsistent in meeting same standards. Coaching and correction was necessary to ensure course met AHA standards or conduct of course did not meet standards.

Competency	Successful	Needs Remediation	No Opportunity to Observe During Course
<b>Prepare the Learning Environment:</b> Arranges the learning space to best suit course needs, ensures adequate sight lines for viewing demonstrations or videos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Establish/Maintain Professional Credibility:</b> Presents self in a professional and confident manner	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Communicate Effectively:</b> Communicates ideas and concepts clearly, maintains positive rapport with learners, uses appropriate nonverbal communication skills, uses appropriate terminology for audience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Manage Technology:</b> Uses technology such as manikins, rhythm generators, AED trainers, other course equipment and audio/video technology effectively.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Stimulation and Motivation:</b> Provides a stimulating learning environment that maintains interest of students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Presentation Skills:</b> Discusses or demonstrates course content effectively using appropriate AHA course materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Questioning:</b> Interacts with students with appropriate questions to evaluate student understanding and thinking processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Clarification and Feedback:</b> Recognizes students' need for additional information and provides appropriate feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Promote Retention:</b> Reinforces key points, follows course lesson maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Promote Transfer:</b> Shows applicability of information to students' environment, encourages continued practice after course completion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>*Assess Learning and Performance:</b> Evaluates student's skill performance and/or knowledge to determine ability or comprehension to meet course objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>*Remediation:</b> Recognizes need for remediation and interacts with students to improve student performance to level consistent with course objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

Reviewer's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Successful Demonstration:  Yes  No

Recommendations and Action Plan: \_\_\_\_\_