



3.2	<b>Chief Instructor (CI)</b>		
	<p><i>Is an active BRC / BCLS Instructor for 3 years preceding this application, instructing in at least 2 BRC/BCLS courses per year</i>  <b>(Please provide the name of the CI and attach his/her current instructor certificate)</b></p> <p><i>Is appointed by the Director of the centre and recommended by another Chief Instructor of a certified training centre</i>  <b>(Please attach letter of recommendation)</b></p> <p>Recommended by :</p> <p>Name of CI: _____</p> <p>Training Centre: _____</p>	0	0
<p>If any of the criteria is not met, please specify reasons :</p> <p>_____</p> <p>_____</p> <p>_____</p>			
3.3	<b>Instructors</b>		
	<p><i>Have attended a BCLS Instructor Course approved by NRC and are certified as qualified instructors</i>  <b>(Please attach list of instructors and their current instructor certificates)</b></p> <p><i>Have instructed in at least 2 BRC/BCLS courses a year thereafter</i></p>	0	0
<p>If any of the criteria is not met, please specify reasons :</p> <p>_____</p> <p>_____</p> <p>_____</p>			
3.4	<b>Training Centre (TC)</b>		
	<p><i>Undertakes to ensure that all instructors update and enhance their knowledge and skills in BRC and BRC Instructor Training</i></p>	0	0
<p>If any of the reasons is not met, please specify reasons :</p> <p>_____</p> <p>_____</p> <p>_____</p>			

4	<b>Programme and Contents</b>  <i>Is the programme properly spelt out and communicated so that trainees know what to expect and be appropriately prepared for the course?  (Please attach programme schedule)</i>  <i>Do the contents of the training adhere to the recommended BRC teaching guidelines?  (Please attach list of training dates/times for the next 6 months)</i>  <i>Is there a committee formed to ensure strict uniformity to the recommended guidelines?</i>  <i>Are the training manuals written in accordance with recommended BRC Course teaching guidelines?  (Please attach training manuals)</i>  <i>Is a theory test administered at the end of the programme?  (Please attach theory question and practical sheet)</i>	<input type="radio"/>	<input type="radio"/>
	If any of the criteria is not met, please specify reasons : <hr/> <hr/> <hr/>		
5	<b>Facilities and Equipment</b>  <i>Is the ratio of manikin to participant 1:6 or less?</i>  <i>Are the manikins properly maintained and disinfected according to the recommended safety measures?</i>	<input type="radio"/>	<input type="radio"/> <hr/> (Please specify ratio)
		<input type="radio"/>	<input type="radio"/>
6	<b>Certification</b>  <i>Are the trainees given certificates (with date of issue and signed by CI) when they have successfully completed the training?</i>  <i>Is the certificate valid for 2 years?</i>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/> <hr/> (Please specify validity period)
7	<b>Records</b>  <i>Does the centre maintain its own registry of certified trainees with the following particulars?  (Name, NRIC/Passport No., Organisation, Date of attendance and Date of expiry of BRC Certificate)</i>  <i>Does the centre maintain its own registry of Chief Instructor(s) and Instructors and their participation in training activities?</i>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>

8	<p><b>Evaluation of BRC Training Programme</b></p> <p><i>Is there any evaluation procedure by which the standards of training programme are assessed and maintained? (Please attach a copy of feedback form)</i></p> <p><i>Does the centre maintain records of feedback and evaluation information for referral purposes?</i></p> <p><i>Are the evaluation tools and methods reviewed regularly and revised according to current developments in this field?</i></p>	<p>O</p> <p>O</p> <p>O</p>	<p>O</p> <p>O</p> <p>O</p>
9	<p>I, _____ (Name of Training Centre Manager / Head) undertake that the declaration given above is true and accurate to the best of my knowledge. I agree to allow a random external audit by the personnel instructed by NRC.</p> <p>Signature: _____ Date: _____</p> <p><i>Note: Please ensure all the necessary information/documents are submitted with the application form. Incomplete application form will result in delay of accreditation.</i></p>		

<p><b><u>For Official Use Only</u></b></p>	<p><b>Receipt No</b> : _____</p>
<p>Date of Issue : _____</p>	<p>Expiry Date : _____</p>
<p>_____</p> <p>Name/Signature</p>	<p>_____</p> <p>Date</p>