



### **Instructor Responsibilities**

Becoming an FCCS Instructor provides the committed individual with opportunities to educate others within his/her own community, as well as around the world. The FCCS Instructor achieves this status by successfully completing a provider course (post-test score 80%) and completing the instructor component in conjunction with a provider course. The Instructor candidate must be recommended by the Course Director and should provide all documentation if required at the time of the course.

Maintaining the designation, as an FCCS Instructor requires that the instructor teaches in at least one approved FCCS course every two years and maintains certification or special/added qualifications or practice in critical care.

### **Course Director Responsibilities**

Achieving the designation as an FCCS Course Director requires that the Director must be an approved FCCS Instructor who has taught in at least two courses within the previous four-year period (special situations will be considered).

The FCCS Course Director continues to teach/direct at least one approved FCCS course every two years and maintains certification or special/added qualifications or practice in critical care.

The Course Director may also fulfill the Course Coordinator role and can be considered one of the two required FCCS Instructors or the primary Instructor with two Associate Instructors.

The Course Director applies to hold courses in his/her area, hospital, or as a primary course. It is his/her responsibility to ensure that the course runs smoothly and is consistent with the goals, objectives, and vision of the SCCM.

## **Course Consultant Requirements and Obligations**

Achieving the title of FCCS Course Consultant requires that the individual teaches/directs at least one approved FCCS course **every** year, has achieved FCCS Course Director status, maintains current SCCM membership, and continues his/her certification, special/added qualifications, or practice ratio in critical care. The Course Consultant offers mentorship and guidance to first time course directors and coordinators. That guidance may require weekly, biweekly, or monthly phone conferences. In addition, the Consultant must attend at least one day of the first course. At this time, the Consultant will evaluate the process, venue, attitudes of instructors, and adherence to SCCM goals, quality, and purpose.

The Consultant is considered an expert in both critical care practice and the FCCS program and has a duty to be very familiar with all aspects of the course and administration thereof.

The Consultant may participate as a lecturer and be counted as one of the two required instructors. However, the Consultant may not act as the sole Instructor (even with two Associate Instructors) and should not lead skills stations, as that will inhibit his/her ability to evaluate all aspects of the course.

The Consultant will debrief with the Course Director and Course Coordinator after the first or second day. This debriefing will be a method of finalizing the relationship, evaluating the course, and discussing issues, concerns, and problems.

The Consultant will immediately complete his/her evaluation regarding suitability of the site and personnel to offer approved courses. This evaluation is sent to SCCM headquarters.

The Director and the Consultant discuss expenses for travel and approved honorarium. All expenses are the responsibility of the course providers.

The Consultant may receive no more than \$1,000 honorarium for the total time invested in the course (as designated by the FCCS Program Committee and SCCM Council). Any financial requests for larger honorarium, regardless of the consultant's notoriety, should be forwarded to the FCCS Program Development Manager at SCCM.

The Course Consultant is nominated for the position and data will be re-evaluated every year.

### Maintaining FCCS Instructor Role

- maintains critical care practice component
- teaches a course every two years

### Maintaining FCCS Director Role

- maintains critical care practice component
- teaches and/or directs a course every two years

### Maintaining FCCS Consultant Role

- membership in the Society
- maintains critical care practice component
- teaches and/or directs a course every year