

Dear \_\_\_\_\_,

Congratulations on demonstrating Instructor Potential at an ENPC or TNCC Provider Course! If you are interested in becoming an Instructor, you have taken the first step down the Instructor Path. The next steps in the path are designed to prepare you to teach ENPC or TNCC.

- Identify a Course Director to facilitate your completion of the Instructor Path. You may contact your ENA State Pediatric or Trauma Chair to determine whether any local Course Directors need new instructors.
- Find and register for an Instructor Course. These can be found on [www.ena.org](http://www.ena.org).
- Send a COPY of this **Instructor Potential Recommendation and Checklist** to the Instructor Course Director with any other required registration materials.
  - *Keep the original for your records. You may scan or photograph this form for backup.*
- AFTER registering for the Instructor Course, complete the Instructor Course online modules assigned to you. Print out the **completion certificate** and bring to the Instructor Course.
- Demonstrate mastery of the course content by scoring at least 90% on both the written examination and psychomotor skills testing. Print out the **completion certificate** for the online examination and bring to the Instructor Course.
  - This is NOT required if you scored at least 90% on the written examination and psychomotor skills testing WITHIN 90 DAYS OF THE INSTRUCTOR COURSE.
  - This testing may be done up to 28 calendar days prior to the Instructor Course.
- Attend the Instructor Course to become an Instructor Candidate.
- Be monitored teaching an ENPC/TNCC Provider Course within 12 months of the Instructor Course.
  - Monitoring is done by a member of the ENA State Pediatric/Trauma Committee OR an Instructor designated by the Committee as a Monitor.
  - Bring the **Instructor Candidate Performance Report** and **Instructor Candidate Monitoring** form from the Instructor Course.
  - An Instructor Candidate may be monitored up to three times to allow for new instructor development.
- Complete the online Conflict of Interest form (required annually) and access the Instructor Connect Community for course materials after Course Operations has processed the monitoring form.
- Reach out to Course Directors or other Instructors for continued support as needed.
- Teach at least one course every 24 months with an average evaluation score of 3 or greater AND complete any required Instructor Updates to maintain Instructor status.

Provider Course Number: \_\_\_\_\_

Date and Location: \_\_\_\_\_

Student Email (must be the address used for the Provider Course): \_\_\_\_\_

Course Director: \_\_\_\_\_

*If you were an instructor potential in the prior course edition (TNCC 7<sup>th</sup> edition or ENPC 4<sup>th</sup> edition), please provide the information for the current edition course that was observed. This is REQUIRED prior to taking the current edition instructor course.*

Course Number: \_\_\_\_\_ Date and Location: \_\_\_\_\_ Course Director: \_\_\_\_\_