

## Entry/Renewal Requirements for SFA and CFA Providers, Instructors and Instructor-Trainers

Providers/Instructors/Chief Instructors/Instructor-Trainers/Chief Instructor-Trainers of the respective courses must bear full responsibility for the attainment and renewal of their status.

<b>First Aid Provider</b>	
<b>Entry</b>	Physically healthy and able to complete course objectives.
<b>Validity</b>	2 years from date of completion of Provider course.
<b>Renewal</b>	Attends a re-certification course <b>3 months before or after</b> expiry of certificate. <b>If lapsed more than 3 months from expiry</b> – restart, see entry criteria.

<b>First Aid Instructor</b>	
<b>Roles</b>	<ul style="list-style-type: none"> <li>• Conduct theory and practical training and assessment according to the respective syllabus set by SRFAC</li> <li>• Adhere to training schedule and syllabus</li> <li>• Ensures the safety and well-being of Learners (Trainee-Providers)</li> <li>• Abide by the standards and guidelines set by SRFAC and the Training Centre</li> </ul>
<b>Entry</b>	<p><b>Mandatory for SFA</b></p> <p>1) For SFA Instructors who have been declared to SRFAC before 18<sup>th</sup> February 2021:</p> <ul style="list-style-type: none"> <li>• Pass the SRFAC SFA Instructor Proficiency Test (IPT) by 30<sup>th</sup> June 2022.</li> </ul> <p><b>OR</b></p> <p>2) For all others:</p> <ul style="list-style-type: none"> <li>• Completes the full SFA Instructor course with 2 Instructor attachments (within 6 months) with any of the 4 pioneer SFA ITCs (NYP, SFATC, St John, Red Cross) with the following pre-requisites:             <ul style="list-style-type: none"> <li>➢ Valid CPR+AED <b>OR</b> BCLS+AED Instructor certificate;</li> <li><b>AND</b></li> <li>➢ Valid SFA Provider certificate</li> </ul> </li> </ul> <hr style="border-top: 1px dashed black;"/> <p><b>Mandatory for CFA:</b></p> <p>3) Fulfills mandatory SFA criteria 1 <b>OR</b> 2; <b>AND</b></p> <p>4) Valid BCLS+AED Instructor certificate; <b>AND</b></p> <p>5) Valid CFA Provider certificate <b>OR</b> Child First Aid Training Providers' Immersion Course (Bridging Course).</p>
<b>Validity</b>	2 years from date of certification as an Instructor.
<b>Renewal</b>	<p>Conducts 2 respective First Aid Provider courses per year for 2 years as an Instructor.</p> <p>Maintains a valid CPR+AED / BCLS+AED (for SFA) <b>OR</b> BCLS+AED (for CFA) Instructor certificate or higher.</p> <p><b>If lapsed within 12 months from expiry</b> - to fulfil 2 First Aid instructor attachments within 12 months from expiry (does not count towards their yearly quota). New validity will start from the date of last attachment.</p> <p><b>If lapsed more than 12 months from expiry</b> – restart, see entry criteria.</p> <p>Renewed by Training Centre.</p>

<b>First Aid Chief Instructor (CI)</b>	
<b>Roles</b>	<ul style="list-style-type: none"> <li>• May function as an Instructor</li> <li>• Ensures the safety and well-being of Learners (Trainee-Providers) and Instructors</li> </ul>

	<ul style="list-style-type: none"> <li>Supervise and mentor First Aid Instructors</li> <li>Ensure Instructor's adherence to training schedule and syllabus</li> <li>Ensure that the course content is updated and in-line with SRFAC guidelines</li> <li>Ensure that Learners (Trainee-Provider) are assessed fairly, address issues raised by Learners/Instructors and facilitate improvements to the course</li> </ul>
<b>Entry</b>	<b>Mandatory for SFA</b> 1) Standard First Aid Instructor for at least 4 years (at least 2 sessions per year); <b>AND</b> 2) Valid CPR+AED / BCLS+AED Chief Instructor certificate; <b>AND</b> 3) For SFA Instructors who have been declared to SRFAC before 18 <sup>th</sup> February 2021: <ul style="list-style-type: none"> <li>Pass the SRFAC SFA Instructor Proficiency Test (IPT) by 30<sup>th</sup> June 2022.</li> </ul> <b>OR</b> 4) For all others: <ul style="list-style-type: none"> <li>Completes the full SFA Instructor course with 2 Instructor attachments (within 6 months) with any of the 4 pioneer SFA ITCs (NYP, SFATC, St John, Red Cross) with the following pre-requisites:               <ul style="list-style-type: none"> <li>Valid CPR+AED <b>OR</b> BCLS+AED Instructor certificate;</li> <li><b>AND</b></li> <li>Valid SFA Provider certificate</li> </ul> </li> </ul>
	<b>Mandatory for CFA:</b> 5) Fulfills SFA Instructor criteria 3 or 4; <b>AND</b> 6) Child First Aid Instructor for at least 4 years (at least 2 sessions per year); <b>AND</b> 7) Valid BCLS+AED Chief Instructor certificate; <b>AND</b> 8) Valid CFA Instructor certificate <b>OR</b> Child First Aid Training Providers' Immersion Course (Bridging Course). Recommendation by 1 Chief Instructor <b>AND</b> Program Director of Training Centre (TC).
<b>Validity</b>	2 years from date of appointment as a Chief Instructor – Will be displayed on SRFAC web directory.
<b>Renewal</b>	Conducts 2 respective First Aid Provider courses per year for 2 years (at least 1 session per year as a CI).
	Maintains a valid CPR+AED / BCLS+AED (for SFA) <b>OR</b> BCLS+AED (for CFA) Chief Instructor certificate or higher.
	Renewal letter by Program Director of Training Centre (TC).
	<b>If lapsed within 12 months from expiry</b> - to fulfil 1 First Aid Chief Instructor attachment within 12 months from expiry (does not count towards their yearly quota). New validity will start from the date of last attachment.
	<b>If lapsed more than 12 months from expiry</b> – restart, see entry criteria.
	To be renewed by SRFAC only.
<b>Instructor-Trainer (IT) - (SFA only)</b>	
<b>Role</b>	<ul style="list-style-type: none"> <li>Conduct theory and practical training and assessment according to the respective syllabus set by SRFAC</li> <li>Adhere to training schedule and syllabus</li> <li>Ensures the safety and well-being of Learners (Trainee-Instructors)</li> <li>Abide by the standards and guidelines set by SRFAC and the Instructor Training Centre</li> </ul>
<b>Entry</b>	1) Valid CPR+AED / BCLS+AED Instructor-Trainer; <b>AND</b> 2) SFA Instructor for at least 4 years or equivalent; <b>AND</b>

	3) Completed the full SFA Instructor course (as indicated in the Instructor Entry Criteria 2 only); <b>AND</b> 4) Completes 2 Instructor-Trainer attachments (within 12 months of application) with any accredited SFA ITCs.
	Recommendation by 1 SFA Chief Instructor-Trainer <b>AND</b> Program Director of SFA Instructor Training Centre (ITC).
<b>Validity</b>	2 years from date of appointment as a SFA Instructor-Trainer – Will be displayed on SRFAC web directory.
<b>Renewal</b>	Conducts at least 1 SFA Instructor course per year for 2 years as an Instructor-Trainer.
	Maintains a valid BCLS+AED/CPR+AED <b>AND</b> SFA Instructor certificate.
	<b>If lapsed within 12 months from expiry</b> - to fulfil 2 SFA Instructor-Trainer attachment within 12 months from expiry (does not count towards their yearly quota). New validity will start from the date of last attachment.
	<b>If lapsed more than 12 months from expiry</b> – restart, see entry criteria.
	Renewal letter by Program Director of SFA Instructor Training Centre (ITC).
	To be renewed by SRFAC only.

<b>Chief Instructor-Trainer (CIT) (SFA only)</b>	
<b>Role</b>	<ul style="list-style-type: none"> <li>• May function as an Instructor-Trainer</li> <li>• Ensures the safety and well-being of Learners (Trainee-Instructors) and Instructor-Trainers</li> <li>• Supervise and mentor Instructor-Trainers</li> <li>• Ensure that the course content is updated and in-line with SRFAC guidelines</li> <li>• Ensure that Learners (Trainee-Instructors) are assessed fairly, address issues raised by Learners/Instructors and facilitate improvements to the course</li> </ul>
<b>Entry</b>	1) Valid CPR+AED / BCLS+AED Chief Instructor-Trainer; <b>AND</b> 2) SFA Chief Instructor for at least 4 years or equivalent; <b>AND</b> 3) Completed the full SFA Instructor course (as indicated in the Instructor Entry Criteria 2 only); <b>AND</b> 4) SFA Instructor-Trainer for at least 4 years or equivalent.
	Recommendation by 1 SFA Chief Instructor-Trainer <b>AND</b> Program Director of SFA Instructor Training Centre (ITC).
<b>Validity</b>	2 years from date of appointment as a SFA Chief Instructor-Trainer – Will be displayed on SRFAC web directory.
<b>Renewal</b>	Conducts at least 1 SFA Instructor course per year for 2 years as SFA Chief Instructor-Trainer.
	Maintains a valid SFA Instructor-Trainer <b>AND</b> BCLS+AED / CPR+AED Chief Instructor certificate.
	<b>If lapsed within 12 months from expiry</b> - to fulfil 1 SFA Chief Instructor-Trainer attachment within 12 months from expiry (does not count towards their yearly quota). New validity will start from the date of last attachment.
	<b>If lapsed more than 12 months from expiry</b> – restart, see entry criteria.
	To be renewed by SRFAC only. Requires renewal letter by Program Director of SFA Instructor Training Centre (ITC).