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21st March 2023

Dear Advanced Course* Training Centres,

Updates for all Accredited Advanced Course* Training Centres (TCs)

Implementation of New Practical Training Ratio (New)

1. With immediate effect, SRFAC will allow Advanced Course* Training Centres and Instructor Training Centres to cater **1 Instructor and up-to 5 learners (1:5)** from the current 1 Instructor and up-to 4 learners (1:4).

**Advanced courses refer to SRFAC accredited life support courses such as Advanced Cardiac Life Support (ACLS) course, Life Support Course for Nurses (LSCN), Pre-hospital Paediatric Life Support (PPLS) course, Advanced Paediatric Life Support (APLS) course and Neonatal Resuscitation Programme (NRP).*

Basic Cardiac Life Support with Automated External Defibrillator (BCLS+AED) course, Hands-Only Cardio-Pulmonary Resuscitation with Automated External Defibrillator (CPR“Hands-Only”+AED) course, Standard First Aid (SFA) course and Child First Aid (CFA) course are considered Basic courses.

Increased Accreditation Validity Period (NEW)

2. Advanced course Training Centres and Instructor Training Centres which have undergone accreditation since 2022 onwards and implemented the 2021 resuscitation guidelines published by Singapore Medical Journal (authored by SRFAC) will have their accreditation validity status **extended to 5 years** instead of 2 years. Training Centres which have been accredited since 2022 will also be accorded 5 years from the date of their accreditation in 2022.

Requirement of BCLS+AED Provider Certificate for Advanced Courses (NEW)

3. From **1st May 2023**, a valid BCLS+AED Provider certificate is required for the following:
 - a. Enrolment of advanced provider courses (full or refresher).
 - b. Enrolment of advanced instructor courses.
 - c. Renewal of advanced course faculty status (Instructor, Chief Instructor, Instructor-Trainer, Chief Instructor-Trainer and Auditors).
4. In the event an individual is exempted from the practical component/assessment of the BCLS+AED provider course due to age-limit/exclusion (as stated by the respective healthcare institution) or medical conditions, the individual should undergo the BCLS+AED theory component and pass the theory assessment, to be conducted under exam conditions in-



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lieu of the complete BCLS+AED Provider certificate. Accredited BCLS+AED Training Centres may issue a “Theory-Only” certificate for the above situation. For audit purposes, Training Centres will be required to verify and document the proof of such exemption cases for “Theory-Only” certificates.

5. A transition period of up to **1st May 2023** will be given to allow the affected individuals and Training Centres to make the necessary arrangements. During this transition period, if the enrolling learner does not have any valid BCLS+AED (full or Theory-Only) certificate, the Advanced course Training Centres may withhold the certificate upon completion, until a valid BCLS+AED (full or Theory-Only) certificate is furnished.

ACLS Faculty Entry-and-Renewal Criteria (NEW)

6. The ACLS sub-committee had convened and approved the faculty entry and renewal criteria as part of a move to standardise policies and practices. Please see the following tables for the standardised faculty criteria.

Program Director	
Role	<ul style="list-style-type: none"> • Ensure proper administration of the course (ie. scheduling of courses and instructing faculty; and documentation/keeping of training records). • Works with the Chief Instructor(s) to ensure that the course content is updated and in-line with SRFAC guidelines. • Ensure that logistical needs of the course are met.
Entry	<ul style="list-style-type: none"> • Appointed by the accredited Training Centre’s management. • Possess a non-expired Provider (according to course type) certificate (or higher, ie. Instructor). Relevant records are subjected to audits by SRFAC.
Renewal	
Certification Validity	

Provider	
Entry	<ul style="list-style-type: none"> • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course.
Renewal	<ul style="list-style-type: none"> • Completes a re-certification course within 3 months of expiry. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • If lapsed more than 3 months from expiry – restart, see entry criteria.
Certification Validity	<ul style="list-style-type: none"> • A Provider certificate valid for 2 years from date of course completion can be issued by the Training Centre. Relevant records are subjected to audits by SRFAC. • Acceptance of an expired Provider certificate for operational needs will be at the discretion of the employing organization, which bears the responsibility for ensuring the highest standards of care.

Floor Instructor	
Role	<ul style="list-style-type: none"> • Conduct theory and practical training and assessment according to the respective guidelines set by SRFAC.



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	<ul style="list-style-type: none"> Complies with existing safety and health measures implemented by the Training Centre (TC). Ensures the safety and well-being of Learners.
Entry	<ul style="list-style-type: none"> Staff Registrar, Senior Resident physician (or equivalent) and above. Possess a non-expired ACLS Provider certificate. Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. Attends the ACLS Instructor course and fulfil 1 supervised attachment with any accredited ACLS Training Centre within 12 months of the ACLS Instructor course completion.
Renewal	<ul style="list-style-type: none"> Conducts at least 4 half-day ACLS Provider course practical sessions over 2 years as an ACLS Instructor. Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. If lapsed – to complete 1 supervised ACLS Instructor attachment.
Certification Validity	<ul style="list-style-type: none"> An Instructor certificate is valid for 2 years and can be issued by the Training Centre which engages the Instructor who have fulfilled the renewal criteria.

Chief Instructor (CI)	
Role	<ul style="list-style-type: none"> Works with the Program Director to ensure that the course content is updated and in-line with SRFAC guidelines. Complies with existing safety and health measures implemented by the Training Centre (TC). Ensures the safety and well-being of Learners and Instructors. Supervise and mentor Instructors. May function as an Instructor. Ensure that Learners are assessed fairly, address issues raised by learners/Instructors and facilitate improvements to the course. Ensure that the logistical needs of the course are met.
Entry	<ul style="list-style-type: none"> An active ACLS Instructor for the past 4 years or equivalent. Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. Associate Consultant (or equivalent with specialist accreditation with the Specialist Accreditation Board) and above with the preferred specialties: <ul style="list-style-type: none"> Anaesthesiology Cardiology / Cardiothoracic Surgery Critical / Intensive Care Medicine Emergency Medicine General Surgery General Medicine Recommendation by 1 ACLS Chief Instructor AND Program Director of the ACLS Training Centre.
Renewal	<ul style="list-style-type: none"> Conducts at least 4 half-day ACLS Provider course practical sessions over 2 years as an ACLS Chief Instructor. Renewal letter from the Program Director of the ACLS Training Centre. If lapsed – to complete 1 supervised ACLS Chief Instructor attachment.
Certification Validity	<ul style="list-style-type: none"> A Chief Instructor status (no certificate is issued by SRFAC) is valid for 2 years and will be displayed on SRFAC's web directory.



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Instructor-Trainer (IT)	
Role	<ul style="list-style-type: none"> • Conduct theory and practical training and assessment according to the respective guidelines set by SRFAC. • Complies with existing safety and health measures implemented by the Instructor Training Centre (ITC). • Ensures the safety and well-being of Learners (Trainee-Instructors).
Entry	<ul style="list-style-type: none"> • ACLS Instructor with at least 4 years of experience or equivalent. • Associate Consultant (or equivalent with specialist accreditation with the Specialist Accreditation Board) and above with the preferred specialties: <ul style="list-style-type: none"> - Anaesthesiology - Cardiology / Cardiothoracic Surgery - Critical / Intensive Care Medicine - Emergency Medicine - General Surgery - General Medicine • Completes 1 ACLS Instructor-Trainer (IT) attachment with any accredited ACLS Instructor-Training Centre (ITC). • Subject to approval by SRFAC.
Renewal	<ul style="list-style-type: none"> • Conducts at least 2 ACLS Instructor courses over 2 years as an ACLS Instructor-Trainer. • Renewal letter from the Program Director of the ACLS Instructor Training Centre. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • Maintains the ACLS Provider course Instructorship. • If lapsed – to complete 1 supervised ACLS Instructor-Trainer attachment.
Certification Validity	<ul style="list-style-type: none"> • An Instructor-Trainer status (no certificate is issued by SRFAC) is valid for 2 years and will be displayed on SRFAC's web directory.
Chief Instructor-Trainer (CIT)	
Role	<ul style="list-style-type: none"> • Complies with existing safety and health measures implemented by the Instructor Training Centre (ITC). • Ensures the safety and well-being of Learners (Trainee-Instructors) and Instructor-Trainers. • Supervise and mentor Instructor-Trainers. • May function as an Instructor-Trainer. • Ensure that the course content is updated and in-line with SRFAC guidelines. • Ensure that Learners (Trainee-Instructors) are assessed fairly, address issues raised by Learners/Instructors and facilitate improvements to the course.
Entry	<ul style="list-style-type: none"> • An active ACLS Instructor-Trainer for the past 4 years or equivalent. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • Associate Consultant (or equivalent with specialist accreditation with the Specialist Accreditation Board) and above with the preferred specialties: <ul style="list-style-type: none"> - Anaesthesiology - Cardiology / Cardiothoracic Surgery - Critical / Intensive Care Medicine - Emergency Medicine



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	<ul style="list-style-type: none"> - General Surgery - General Medicine • Recommendation by 1 ACLS Chief Instructor-Trainer AND ACLS Program Director of the Instructor Training Centre.
Renewal	<ul style="list-style-type: none"> • Conducts at least 2 ACLS Instructor course over 2 years as an ACLS Chief Instructor-Trainer. • Renewal letter from the Program Director of the ACLS Instructor Training Centre. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • Maintains the ACLS Provider course Instructorship. • Renewal letter from the Program Director of the ACLS Instructor Training Centre (ITC). • If lapsed – to complete 1 supervised ACLS Chief Instructor-Trainer attachment.
Certification Validity	<ul style="list-style-type: none"> • A Chief Instructor-Trainer status (no certificate is issued by SRFAC) is valid for 2 years and will be displayed on SRFAC’s web directory.

Auditor	
Role	<ul style="list-style-type: none"> • Represent SRFAC to audit Training Centre (TC)/Instructor Training Centre (ITC) applying for ACLS accreditation. • Review and provide feedback on ACLS accreditation-related matters. • Assist in engagement sessions organized by SRFAC; eg. Updates, workshops, etc.
Entry	<ul style="list-style-type: none"> • Invitation by SRFAC OR recommendation by 1 Auditor. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • For ACLS TC Auditors: Active ACLS Chief Instructor for the past 4 years or equivalent. • For ACLS ITC Auditors: Active ACLS Chief Instructor-Trainer for the past 4 years or equivalent. • Associate Consultant (or equivalent with specialist accreditation with the Specialist Accreditation Board) and above with the preferred specialties: <ul style="list-style-type: none"> ○ Anaesthesiology ○ Cardiology / Cardiothoracic Surgery ○ Critical / Intensive Care Medicine ○ Emergency Medicine ○ General Surgery ○ General Medicine • Completes 1 Auditor attachment with existing Auditors other than the recommending Auditor.
Renewal	<ul style="list-style-type: none"> • Conducts at least 1 SRFAC assigned audits per year. • Possess a non-expired BCLS+AED Provider certificate. For learners with age and medical condition exemption can enroll for theory-only certification course. • For ACLS TC Auditor: Maintains a current ACLS Chief Instructor status. • For ACLS ITC Auditor: Maintains a current ACLS Chief Instructor-Trainer status.
Certification Validity	<ul style="list-style-type: none"> • The Auditor status is valid for 5 years.



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We will work with the respective advanced course sub-committees to develop and standardise the respective criteria where applicable.

Administrative Reference Documents (NEW)

- To aid Training Centres and Instructor Training Centres in their accreditation process and guide them in their operations, SRFAC will be developing administrative reference documents (similar to those currently in use for BCLS+AED and First Aid courses). The documents will include faculty criteria (as shared in item 3), information to be displayed on certificates, documentation and record keeping as well as the accreditation audit preparation and process. A separate document on the ACLS Syllabus Outline will also be made available (see below).

Topics		
	Full Course	Refresher Course
Chapter 1 Introduction to ACLS		
Chapter 2 Airway, Breathing, Circulation and Defibrillation		
Chapter 3 Basic ECG Reading		
Chapter 4 Drugs in ACLS	Skills Stations / Scenarios: <ul style="list-style-type: none"> Airway Adjuncts and Ventilation (Chapter 5) Defibrillation (Chapter 7) Pacing (Chapter 11) Synchronised Cardioversions (Chapter 12) Universal algorithm / Mega Code (Chapters 8, 9, 11 - 13) 	Skills Stations / Scenarios: <ul style="list-style-type: none"> Airway Adjuncts and Ventilation (Chapter 5) Defibrillation (Chapter 7) Pacing (Chapter 11) Synchronised Cardioversions (Chapter 12) Universal algorithm / Mega Code (Chapters 8, 9, 11 - 13)
Chapter 5 Airway Management		
Chapter 6 Vascular Access and Fluid Management during Resuscitation		
Chapter 7 Defibrillation		
Chapter 8 Witnessed and Mega Ventricular Fibrillation		
Chapter 9 Asystole and Pulseless Electrical Activity		
Chapter 10 Acute Coronary Syndrome		
Chapter 11 Bradycardia and Heart Blocks (Pacing)		
Chapter 12 Ventricular Arrhythmias and Wide Complex Tachycardia (Synchronised Cardioversions)		
Chapter 13 Atrial Arrhythmias and Narrow Complex Tachycardia		
Chapter 14 Hypotension / Shock / Pulmonary Oedema		



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Chapter 15 Post Cardiac Arrest Care			
Assessment (3 hours)	Practical (~ 2 hours 30 mins): Scenarios to assess one of the following: <ul style="list-style-type: none"> • Respiratory Arrest with Pulse • Witnessed VF in Adult Cardiac Arrest • Refractory VF / Pulseless VT • PEA • Asystole • Bradycardia • Wide Complex Tachycardia • Narrow Complex Tachycardia 	Each Instructor may take up to 5 learners per practical hands-on station at any one time.	
	Theory (~ 30 mins): Minimum of 30 questions	Up to 3 attempts. Passing rate of 80%.	
Course Duration	Theory (2.5 hours / E-learning) Practical Hands-On + practical and theory assessments (8.5 hours)	Theory (E-Learning) Practical Hands-On + practical and theory assessments (4.5 hours)	
	8.5 Hours (11 hours with on-site theory)	4.5 Hours	

Increase in Goods and Services Tax (GST) from 1 January 2023 (REMINDER)

8. In line with the government’s plan to increase the Goods and Services Tax (GST), SRFAC will be implementing the increase in GST for course accreditation audit fees to 8% from 1 January 2023 (S\$500 + S\$40 = S\$540) and, subsequently, to 9% from 1 January 2024 (S\$500 + S\$45 = S\$545). However, the before-mentioned will not affect Institutions/Training Centres under SingHealth due to Group GST Registration.
