



# SINGAPORE RED CROSS ACADEMY COURSE INFORMATION



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| <b>Course Title</b>              | <b>Standard First Aid Instructor Course</b>   |
| <b>Course Description</b>        | This classroom-based training course will equip Trainee-Instructors with the competencies to teach SFA Provider Courses. Upon completion of the course, Trainee-Instructors will be able to instruct competently as a SFA Instructor, in compliance with industry standards. This course focuses on subject matter topics shared by the Chief Instructor-Trainers.  |
| <b>Course Objectives</b>         | By the end of this classroom-based training course, Trainee-Instructors will be able to: <ol style="list-style-type: none"> <li>1. Be a role model exemplary of an SRFAC-accredited instructor</li> <li>2. Conduct the SFA Provider Courses in accordance with SRFAC guidelines</li> <li>3. Ensure consistency with the practical performance and assessment in accordance with the standards laid down by the SRFAC</li> </ol> |
| <b>Course Module Description</b> | Chapter 1: Before You Teach<br>Chapter 2: Being a SRFAC Instructor<br>Chapter 3: Running Effectively and Keeping Standards<br>Chapter 4: Strategies to Maximise Learning<br>Chapter 5: Practice Makes Perfect<br>Chapter 6: Course Completion   |
| <b>Ratio</b>                     | Facilitation of theory and practical sessions for Standard First Aid Topics<br>Lecture - 1 Facilitator: 16 Learners<br>Practical - 1 Facilitator: 4 Learners (up to 4 Facilitators per class)   |
| <b>Prerequisites</b>             | P1. Valid (not expired) Standard First Aid Provider Certification (SRFAC-accredited).<br>P2. Valid (not expired) CPR+AED OR BCLS+AED Instructor Certification (SRFAC-accredited).<br>P3. Prior reading completed of the 2 SRFAC Provider Manuals (SFA and CPR+AED)<br>P4. We highly recommend individuals to have attained at least secondary two education or level 5 of ESS Workplace Literacy and Numeracy.                  |
| <b>Language Medium</b>           | SFA Instructor Course is only available in English  |



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| <p><b>Assessment</b></p> | <p>A1. Assessment Outline:</p> <p><b>(i) Pre-Course Theory 30 MCQ Test (Day 1 of Course)</b><br/>(80% to pass, up to 3 attempts)</p> <ul style="list-style-type: none"> <li>- Basic Anatomy and Physiology</li> <li>- First Aid Topics and Scenarios</li> </ul> <p><b>(ii) Mock Teaching (Day 2 &amp; Day 3 of Course)</b><br/>(Feedback will be provided by Chief Instructor Trainers / Instructor Trainers)</p> <ul style="list-style-type: none"> <li>- Small Group Demonstration on up to 2 Standard First Aid Modules</li> </ul> <p><b>(iii) SFA Instructor Course 30 MCQ Theory Test (Day 3 of Course)</b><br/>(80% to pass, up to 3 attempts)</p> <ul style="list-style-type: none"> <li>- Topics covered during the SFA Instructor Course</li> </ul> <p><b>(iv) Practicum (Post-Course)</b></p> <p>Recommended 1 Observation: SFA Provider Course Observation<br/>(Based on ITC's policies)</p> <p>T1: 2-days SFA Trainee-Instructor Assessment 1<br/>(minimally FAIR to progress to T2)</p> <p>T2: 2-days SFA Trainee-Instructor Assessment 2<br/>(minimally GOOD to pass overall)</p> <p>T1: Observations with guided training to competently deliver modules to learners preferably with little or no assistance from the designated assessor. Trainee-Instructors who are not comfortable to go for their T2 can request for additional practice sessions with SRCA. (No more than 3 sessions).</p> <p>T2: Able to conduct training and assessment of a practical station without assistance from the designated assessor. Trainee-Instructors have to complete both T1 and T2 within 6 months after the end of the Standard First Aid Instructor Course.</p> <p>A2. Learners would need to fulfil 75% course attendance in order to be eligible for the assessments.</p> <p>A3. Completes the full SFA Instructor course with 2 Instructor attachments (within 6 months) with host SFA ITC (Singapore Red Cross Society).</p> <p>A4. If the participant fails any one of the two attachments, the participant is considered to have failed the attachment and needs to take a third attachment within 6 months after the end of their SFA Instructor Course. If the participant fails the third attachment, the participant is considered to have failed the course. There will be no further attachments given and the participant will have to retake the entire course.</p> |
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| <b>Certification</b>     | <p>C1. This course is accredited by the Singapore Resuscitation and First Aid Council (SRFAC).</p> <p>C2. A credit card-sized certificate with 2 years validity will be issued upon successful completion by attaining Competent.</p> <p>C3. The Instructor Certificate is renewable by conducting 2 respective First Aid Provider courses per year for 2 years as an Instructor in any SRFAC-Accredited SFA TCs. The Instructor has to maintain a valid CPR+AED/BCLS+AED (for SFA) OR BCLS+AED (for CFA) Instructor certificate or higher.</p> <p>C4. Please note that by taking this Instructor Course does not automatically make you a Qualified Instructor of the Singapore Red Cross. Entry is via invitation by SRCA First Aid &amp; Life Support Consultants and/or recommendation by 6 Instructor Trainers.</p> <p>C5. The Instructor Certificate cannot be used to conduct MOM Occupational First Aid Course. Please register for the Occupational First Aid Instructor Course if you are interested.</p> |
| <b>Course Duration</b>   | <p>24 hours (3 full days) of face-to-face classroom training and assessment.</p> <p>Up to 32 hours (4) days for 2 Practicum Assessments, excluding observations.</p> <p>Total: <b>56 hours</b></p>  |
| <b>Course Fees</b>       | <b>SGD \$2500.00</b> per participant (exclusive of GST)   |
| <b>Post-Course Forms</b> | At the end of the 3 days classroom training, trainees will be issued a Trainee-Instructor Assessment Forms to conduct two (2) sessions, each session duration is 16 hours or (2) days of SFA Teaching and Practicum Assessments.  |

This instructor course is accredited by the Singapore Resuscitation and First Aid Council.





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## Training Schedule

| Standard First Aid Instructor (SFA ITC) Course Outline         |  |  |                           |
|--|--|--|---------------------------|
| Module   | Content  | Methodology  | Duration                  |
| <b>Day 1 (0900 - 1800)</b>                                     |  |  |                           |
| <b>Introduction</b>  | <ul style="list-style-type: none"> <li>• Pre-Course Test</li> <li>• Introduction to SRFAC SFA Instructor Course</li> </ul>   | <ul style="list-style-type: none"> <li>• Presentation</li> </ul>   | <b>30 mins</b>            |
| <b>Chapter 1:</b><br>Before You Teach                          | <ul style="list-style-type: none"> <li>• Programme Overview</li> <li>• Good Hygiene and Infection Control</li> <li>• What You Teach and What They Learn</li> <li>• Modes of Learning</li> <li>• Methods of Delivery</li> <li>• Course Materials</li> </ul> | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Paired Work</li> <li>• Group Discussions</li> </ul>    | <b>1 hour</b>             |
| <b>Chapter 2:</b><br>Being a SRFAC Instructor                  | <ul style="list-style-type: none"> <li>• Qualities of an Instructor</li> <li>• Tips for Aspiring Instructors</li> <li>• Instructor Requirements</li> <li>• Instructor Responsibilities</li> </ul>  | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Group Discussions</li> </ul>                           | <b>1 hour</b>             |
| <b>Chapter 3:</b><br>Running Effectively and Keeping Standards | <ul style="list-style-type: none"> <li>• Anatomy of a First Aid Course – 4 Ts</li> <li>• Trainer</li> <li>• Trainee</li> <li>• Training</li> <li>• Testing</li> </ul>  | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Group Discussions</li> <li>• Case Scenarios</li> </ul> | <b>1 hour<br/>30 mins</b> |
| <b>Chapter 4:</b><br>Strategies to Maximise Learning           | <ul style="list-style-type: none"> <li>• The Right You</li> <li>• The Right Gear</li> <li>• The Right Methods</li> <li>• The Right Participants</li> </ul>   | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Group Discussions</li> </ul>                           | <b>1 hour<br/>30 mins</b> |
| <b>Chapter 5:</b><br>Practice Makes Perfect                    | <ul style="list-style-type: none"> <li>• Instructors' Roles During Practical Sessions</li> <li>• Types of Demonstrations</li> <li>• Conducting an Effective Practical Session</li> </ul>   | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Paired Work</li> </ul>                                 | <b>1 hour</b>             |
| <b>Chapter 6:</b><br>Course Completion                         | <ul style="list-style-type: none"> <li>• Criteria for Successful Completion</li> <li>• Before You Wrap Up</li> <li>• After the Course</li> </ul>   | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> <li>• Case Studies</li> </ul>                                | <b>1 hour</b>             |
| <b>Conclusion</b>  | <ul style="list-style-type: none"> <li>• Briefing Instructions and Topics Allocation</li> <li>• Formative Evaluation</li> </ul>  | <ul style="list-style-type: none"> <li>• Lecture</li> <li>• Presentation</li> </ul>  | <b>30 mins</b>            |



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| <b>Day 2 (0900 - 1830)</b>                                  |   |   |                            |
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| <b>Mock Teaching:</b><br>Presentation of Day 1 SFA Chapters | <ul style="list-style-type: none"> <li>• Learners will each be given specific theory topics to present with a specific demonstration component to their groups</li> <li>• Each learner will be given specific duration to complete the presentation and coaching</li> <li>• Learners are to also provide peer-feedback on their performances to simulate how they will help their learners</li> <li>• Feedback will be given by the Instructor-Trainer after each learner's presentation and demonstration</li> <li>• Chapter 1: Essentials of First Aid</li> <li>• Chapter 2: Unconscious Casualty (Non-CA)</li> <li>• Chapter 3: Respiratory Problems</li> <li>• Chapter 4: Shock, Bleeding and Wounds</li> <li>• Formative Evaluation</li> </ul> | <ul style="list-style-type: none"> <li>• Lecture Presentation</li> <li>• Group Discussions</li> <li>• Small Group Demo</li> <li>• Drill &amp; Practice</li> <li>• Peer-Teaching &amp; Coaching</li> <li>• Role Plays</li> </ul> | <b>8 hours<br/>30 mins</b> |

| <b>Day 3 (0900 - 1730)</b>                                  |   |  |                           |
|---|---|--|---------------------------|
| <b>Mock Teaching:</b><br>Presentation of Day 2 SFA Chapters | <ul style="list-style-type: none"> <li>• Chapter 5: Musculoskeletal Injuries</li> <li>• Chapter 6: Burns</li> <li>• Chapter 7: Other First Aid Knowledge</li> </ul>   | <ul style="list-style-type: none"> <li>• As above</li> </ul>                         | <b>5 hours</b>            |
| <b>Mock Testing:</b><br>Conducting of Assessments           | <ul style="list-style-type: none"> <li>• Conducting Assessments               <ul style="list-style-type: none"> <li>○ Bandaging</li> <li>○ Improvised Tourniquet</li> <li>○ Foreign Body Airway Obstruction</li> <li>○ EpiPen</li> <li>○ Metered-Dosed Inhaler (MDI)</li> </ul> </li> <li>• Summative Evaluation</li> </ul>  | <ul style="list-style-type: none"> <li>• Role Plays by Trainee-Instructor</li> </ul> | <b>1 hour<br/>30 mins</b> |
| <b>Theory Test &amp; Feedback</b>                           | <p><b>SFA Instructor Course 30 MCQ Theory Test</b></p> <ul style="list-style-type: none"> <li>• 80% to pass, up to 3 attempts</li> <li>• Topics covered during the SFA Instructor Course</li> <li>• Learners to lead the evaluation form filling</li> <li>• Course Evaluation for SFA Instructor Course</li> <li>• Issuance of Practicum Assessments Forms for the conduct of two (2) SFA Provider Courses</li> </ul> | <ul style="list-style-type: none"> <li>• Written Test</li> </ul>                     | <b>1 hour</b>             |