

# ***BRITISH BURN ASSOCIATION***



## **British Burn Association**

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## **Recommendations to join the EMSB Faculty**

The potential of all candidates attending the candidate's course to become a future Instructor or Coordinator for EMSB should be considered at the Faculty meeting. To ensure good quality assurance of Faculty members and consistency in recommendations, the Senate has put together these recommendations.

**Please note that candidates should not be informed of any recommendations on the day of the course** as some have been informed that do not meet correct criteria.

All Faculty members should be encouraged to be British Burn Association members.

### **Criteria for Faculty Recommendations**

#### 1. Credibility

This is to give appropriate authority and experience to deliver the course; if a candidate excelled but is too junior they can be referred as a Coordinator with Instructor Potential and act as a Coordinator until they reach suitable seniority to train as an Instructor. If not recommended as "Coordinator with Instructor Potential" at the time of the course they cannot ask for this in the future, ie they will have to take the Coordinator to Instructor pathway to become an instructor.

#### 2. Knowledge

Those teaching the course need to have an excellent understanding of the course material to educate others. This will be demonstrated by their performance and marks on their EMSB Candidate course.

#### 3. Attitude

Potential Coordinators and Instructors need to show attributes to make them an excellent Faculty member: enthusiasm, team player, approachable, good communicator.

### **Instructor Recommendations**

Instructors deliver the teaching component of the course. They need to have an excellent all-round understanding of the course and an enthusiasm in its delivery. The criteria for recommendation is listed below. *Instructors should satisfy a. OR b. AND c., d. and e. below:*

- a. Numbered ST3 or above, non-Consultant Career Grade (NCCG) or Consultant if Doctor
- b. Band 7 or above if Nurse or AHP
- c. MCQ score of 90% or greater
- d. Grade 4 or 5 in moulage
- e. Showed potential throughout course as future Faculty member – this is essential. Having seniority and a high MCQ/moulage mark alone is not sufficient. The correct attitude and aptitude to EMSB is a key factor in recommending for faculty

Instructor candidates need to complete the Instructors Course and then complete at least two courses as an Associate Instructor. Ideally one of these courses must be outside their local Faculty. Full Instructor status should be on the recommendation of a Course Director.

Instructor candidates may not act as Associate Instructors until they have undertaken and passed the Instructors Course.

**Between one and two Instructor courses aim to be run per year and these will rotate between centres. Instructor candidates should be encouraged to book on as early as possible.**

Once an Associate Instructor has completed their Instructors Course, two Associate Instructor courses and are recommended by a Course Director, they will be sent a certificate and a letter confirming that they are a full Instructor.

Full Instructors may wish to progress to become Key Instructors and to take responsibility for the organisation of EMSB courses in their Faculty. To qualify as a Key Instructor, Instructors need to teach as a full Instructor on a minimum of 5 courses. They should also have taught as an External Instructor and have instructed on an Instructor course. Instructors wishing to be considered for Key Instructor status should be recommended by their Course Director to Senate for approval. Once in post, Key Instructors should instruct on a course in their own locality annually and teach as an External Instructor regularly (ideally every 2 years).

### **Coordinator Recommendations**

Coordinators deliver the organisational component of the course. They need a good understanding of the course and enthusiasm to ensure the course runs smoothly within the tight schedule, all necessary equipment is provided and the victims are well made-up for the moulage assessment. Coordinators may progress to teach on certain aspects of the course.

- Any grade of staff

- MCQ of 88% or greater
- Excelled in moulage
- Showed potential throughout course as future Faculty member

Coordinator candidates should assist on two Candidate courses as an Associate Coordinator or complete the Coordinators Course and assist on one Candidate course as an Associate Coordinator before they become full Coordinators.

If a Coordinator wishes to become an Instructor they must follow the Coordinator to Instructor Route. To qualify, they will need to act as a Coordinator on a minimum of 5 Candidate courses, then if recommended by the Course Director and endorsed by Senate, they will be asked to coordinate on an external course. Then, if the Course Director endorses the recommendation, successfully take the Instructor course to become an Associate Instructor.

**Candidates recommended on past courses as Coordinators cannot become Instructors by merit of reaching a more senior staff grade alone.** They may follow the Coordinator to Instructor route or re-take the course and aim for an Instructor recommendation.

Once an Associate Coordinator has completed their two Associate Coordinator courses, they will be sent a certificate and a letter confirming that they are a full Coordinator.

### **Coordinator with Instructor Potential Recommendations**

Candidates who otherwise meet criteria to be an Instructor but lack seniority to give them credibility to teach may be recommended as a Coordinator with Instructor Potential. They will undertake a Coordinators role until they reach seniority after following the usual pathway for Coordinators.

- f. Grade ST2 (or equivalent) or below if Doctor
- g. Band 6 or below if Nurse or AHP
- h. MCQ score of 90% or greater
- i. Excelled in moulage
- j. Showed potential throughout course as future Faculty member

They will be expected to follow the Coordinator training path; either assist on two Candidate courses as an Associate Coordinator or complete a Coordinators Course and assist on one course as an Associate Coordinator. They will be expected to show an on-going commitment and enthusiasm for the course with participation in a minimum of one course per year until they reach seniority (ST3 or higher or Band 7 or higher) where they can be referred to the Senate by their Course Director or Faculty Lead if felt ready. They will then need to undertake Instructor training as above.

If they have not participated as a Coordinator they will not be considered as an Instructor in the future.

Please note that unless recommended in this category by the Faculty they will not be considered as future Instructors so please mark the recommendation carefully as Coordinator with Instructor Potential.

## **How to Recommend**

On the candidates list with marks in MCQ and moulage, in the comments box, please mark if appropriate as Instructor, Coordinator or Coordinator with Instructor Potential. The EMSB Coordinator will check criteria are matched and will then write to the candidate asking if they wish to join the Faculty in the selected role and provide information on completing training for that role. This letter is sent with the candidate's certificate and letter of congratulations after the EMSB Course.

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