

ALSG courses in other countries

The ALSG and the individual Working Groups are happy to support countries that wish to start a national training programme to deliver any ALSG course and we have two delivery methods to allow us to achieve this.

Each of the two methods carries different responsibilities for ALSG and the course centre; these are detailed in the responsibilities document.

The two delivery methods are as follows:

1. Demonstration course

For this method ALSG will arrange and facilitate a course as requested. Countries will not be able to run future courses unaided by ALSG after a Demonstration Course. We would only suggest this approach if you are not certain that the provider course is appropriate or if you do not have an on-going training need or if you need a GIC after running your own provider courses for some time.

2. Provider course self-sufficiency leading to GIC self-sufficiency

This is the method that we have found to be most successful in establishing courses overseas. It involves a group of experienced instructors from the UK travelling to your centre overseas to run a provider course for between 8 and 12 candidates (the number of instructors required depends on the candidate:instructor ratio, it is either 2:1 or 3:1 and differs between course types). The candidates are chosen on the basis that it is anticipated they will receive instructor recommendations and we rely very much on your expertise to identify who these candidates should be. Then following a day's rest we run a generic instructor course (GIC) for the same group of candidates to progress them to instructor candidate (IC) status. After another day's rest we run a further 2 provider courses for up to 24 candidates on each, on which the new ICs undertake their 2 IC assessments.

In general this method will require a trip of approximately 2 weeks to achieve, it will be organised by an ALSG co-ordinator who will be present for the entire trip and will train your local co-ordinator. (There are additional things to consider such as if you have existing ATLS or ERC instructors amongst the initial candidates, then they will not need to undertake the GIC.) It is also possible to undertake the 4 inaugural courses in more than one visit, although this is not as cost effective because of the costs of the additional flights required.

The organisational side of the trip will be a joint venture between a local contact and ALSG. Particularly for the first course we are keen to guide the local contact through all of the necessary arrangements on the ground and we will organise or supervise all of the course paperwork.

From a teaching facility point of view the ideal facility should contain a lecture room and five other classrooms and also a room in which the instructors can meet.

You will need to provide all the course equipment required, as per the list supplied by ALSG.

At the end of the trip you will have numerous candidates and sufficient instructors to run your own provider courses, however, you will need to fly in a UK Course Director for the next few courses you run. At this point you will be asked to sign a Memorandum of Understanding (MOU) with ALSG, if you have not already done so. You will also be asked to nominate a representative to join the International Working Group.

There are two different models for training of the key in-country organisers that can be applied to this self-sufficiency method; (i.e. training in the UK or training during the inaugural courses overseas). Training overseas has already been outlined above; training in the UK involves the potential director of the overseas course organisation attending a provider course at ALSG, in Manchester, UK, as a candidate. For this you will need to pay a candidate fee* to ALSG and cover the travel and hotel expenses yourself. The potential overseas director can be accompanied by the prospective local course co-ordinator, who will shadow ALSG's co-ordinator and learn the processes of applying for course approval, paperwork preparation, co-ordinating the course itself and submitting the post-course returns. ALSG do not charge for the co-ordinator training service but you will need to cover travel and hotel costs.

Following this if you decide to go ahead and set up your own centre, we would follow the standard provider self-sufficiency method but you would do the paperwork and co-ordination yourselves, assisted from a distance by ALSG. You would therefore, save the fees we normally charge for this service and the money you would have spent on paying for the ALSG co-ordinator to fly out and stay for 2 weeks. We would also deduct your candidate fee from the initial invoice.

On an on-going basis there are quality assurance mechanisms in place to support your on-going course approvals and post-course certification processes and individual candidate administration fees are payable to us each time you run the course.

ALSG are always available by phone, fax and email to offer support and advice and we work with provider course centres to enable them to become fully self-sufficient for instructor training too. We will support you in establishing your own GIC so that you can increase your local instructor base on an on-going basis. This usually starts within two years of the initial trip and involves ALSG helping you to organise a GIC, using a combined faculty of full GIC instructors from the UK and local instructors acting as GIC ICs. ALSG will supply a UK co-ordinator to train your co-ordinator in running a GIC (which is very different to running a provider course) or you can send your GIC co-ordinator to ALSG, to be trained in the UK.

Many self-sufficient overseas centres value the input from UK instructors on their faculties, on an on-going basis. ALSG can assist with the recruitment of UK instructors by supplying details of instructors willing to travel overseas, as long as we receive 6 months' notice of your course dates. ALSG do not charge to help you recruit faculty but we do levy a charge of £500.00 per course, if you want us to make their travel arrangements.

Translation of manuals and course materials

We are more than happy to advise you on the translation of course manuals and materials into the local language, should that be considered necessary, however, the initial few courses will need to be run in English. If you require advice about translation please complete the appropriate section of the Overseas Course: [New Course Centre Application form.](#)

ALSG Co-ordinator costs for course delivery

UK Instructors are not paid to teach in the UK or overseas but you will need to cover all their expenses, including flights, travel and subsistence, hotels etc. The Educator is paid (currently £800.00 per GIC) and there is a charge for us organising and co-ordinating the courses for you as listed in the table below.

ALSG co-ordinator fees for overseas Demonstration Course or off-base UK co-ordination, including course organisation and course paperwork preparation

No of course days	Rates per course day	Notes
1	£750.00 per day	In addition, Co-ordinator travelling time is charged at a rate of £21.00 per hour Monday to Friday and £25.00 per hour Weekends (after 4.00pm Friday to 10.00am Monday)
2	£750.00 per day	
3	£600.00 per day	
4	£600.00 per day	
5	£600.00 per day	
6	£600.00 per day	
7	£550.00 per day	
8	£550.00 per day	
9 or more	£550.00 per day	

Upon receipt of the application form we will consider your request and contact you within a month to advise you of the outcome. If your application is successful we will submit a provisional budget for your approval and suggest some potential dates. At this point you will be asked for an initial deposit payment of £5000.00. This will be offset against the invoice for flights, course manuals and candidate administration fees. You will also receive a copy of the course regulations, a course programme, equipment list and Memorandum of Understanding (MOU) between ALSG and your centre, for information. This document must be signed and returned before your centre can operate on a self-sufficient basis.

We look forward to hearing from you.

Kind regards

Advanced Life Support Group
ALSG Centre for Training & Development
29 – 31 Ellesmere Street
Swinton
Manchester, M27 0LA, UK
Tel: 00 44 (161) 794 1999
Fax: 00 44 (161) 794 9111
E-mail: approvals@alsg.org
Website: www.alsg.org