

Becoming an NAEMT Instructor (United Kingdom)

NAEMT education programs are led by a network of approved centres across the UK. The College of Paramedics is the National Coordinating Organisation for the UK and has responsibility for developing new training centres and supporting centres to develop their faculty.

All approved centres must use recognised NAEMT instructors to deliver courses. There are specific requirements to become an approved instructor. This guidance sets out the criteria to become an NAEMT instructor in the UK, including some important exception criteria.

To become an NAEMT instructor (in the UK) you should do the following¹:

1. Successfully complete the provider course for the programme you wish to instruct (e.g. PHTLS) and complete instructor process within 18-months of course pass.
2. You should be a registered healthcare professional working with or within an emergency medical system - either a registered paramedic, or a doctor or nurse with prehospital competency.
 - a. *Non-registered ambulance staff, such as Emergency Medical Technicians, Military Medic and HSE Off-Shore Medics may also be eligible to instruct courses.*

3. Be associated with at least one approved NAEMT training centre, either as a current member of their faculty, or as an instructor candidate (letter required indicating instructor candidate status, signed by course coordinator at your training centre).
4. Take and pass the **NAEMT Instructor Preparation Course** which is available online via the JBL Public Safety Group or Class Publishing. You only need to do this once.
5. Follow 5a or 5b below:
 - a. **REGULAR ROUTE:** For non-registered HCPs, or those HCPs without a formal teaching qualification – you must be monitored by an NAEMT affiliate faculty member who will submit an instructor monitoring form, approving you as an instructor. **Apply online here:** <https://naemt.org/education/become-an-instructor> making sure that you submit the faculty letter, enter correct information and you must have completed the online instructor preparation course.
 - b. **EXCEPTION ROUTE:** For registered health care professionals with a recognised teaching qualification (see Appendix A), submit an NAEMT Monitoring Exception form to the UK National Coordinator (Appendix A). The UK NAEMT Education Coordinator will submit the completed form, along with his/her recommendation for the exception, to NAEMT for approval.
6. Once approved by NAEMT, you will be listed as an instructor and an instructor card will be issued to you.
7. To maintain your approved instructor status, you must teach at least one NAEMT course per year and complete all instructor updates, as required.
8. Maintain current contact information with NAEMT headquarters by emailing any new information to education@naemt.org.

¹Other instructor requirement exceptions for specific NAEMT programs can be viewed here:

<https://www.naemt.org/education/become-an-instructor/instructor-requirement-exceptions>

Appendix A – NAEMT Instructor Monitoring Exception (UK)

Full Name		
NAEMT Membership Number		
Email Address		
Contact Number		
HCPC / GMC / NMC No.		

Please list your clinical qualification		
Qualification	Awarding Organisation	Date Obtained
<i>e.g., BSc (Hons) Paramedic Science</i>	<i>University of Paramedic Science</i>	<i>01/01/2022</i>

Please list your education qualification – see page 2 for examples		
Qualification	Awarding Organisation	Date Obtained
<i>e.g., PGCert Education / PGCE / L3AET / etc</i>	<i>University of... QNUK... FutureQual... etc</i>	<i>01/01/2022</i>

NAEMT Provider Course No.		<i>e.g., PH-22-12345-12</i>
Date Course Completed		
Training Centre Name & ID Number		<i>e.g., College of Paramedics - ID9999</i>

Please submit copies of your qualifications, provider course pass certificate(s) and NAEMT instructor preparation course certificate **with** this form to the UK National Coordinator at the following email address:

will.broughton@collegeofparamedics.co.uk

Appendix A – Example Education Qualifications Accepted for Monitoring Exemption

The list below is not exhaustive, it has examples of the type of qualification that will be considered. If your qualification is not in this list, please speak to the UKNC (will.broughton@collegeofparamedics.co.uk) to confirm if your qualification is eligible.

Education Qualifications:

- Certificate in Education (CertEd)
- Postgraduate Certificate in Education (PGCE)
- Postgraduate Certificate in Learning and Teaching
- Level 3 Award in Education and Training
- Level 4 Certificate in Education and Training
- Level 5 Diploma in Education and Training
- Registered Nurse Teacher/Practice Educator

Note: all certificates and diplomas will be verified by the UK NAEMT Education Coordinator through the UK Office of Qualifications and Examinations Regulation (Ofqual), a government department that regulates qualifications, exams and tests in the UK.

<https://register.ofqual.gov.uk/>