

THE CHICAGO COMMITTEE ON TRAUMA  
Of THE  
AMERICAN COLLEGE OF SURGEONS  
ATLS® **Instructor** COURSE REGISTRATION FORM  
March 28, 2020

NAME: \_\_\_\_\_ MD/DO/DDS/DMD  
Last First Middle Initial (Circle one)

\_\_\_\_\_  
Street

City State Zip

DAYTIME TELEPHONE : \_\_\_\_\_ EVENING TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

HOSPITAL AFFILIATION:  
\_\_\_\_\_

City State

**!!!! VERT IMPORTANT ACS ATLS Policies !!!!**  
**Requirements to eligible to take the Instructor Course**  
**Documentation must be sent with completed registration form and fee**

- 1. Date of last ATLS Course:** \_\_\_\_\_  
Must be within 3 years of Instructor Course date Please include a copy of current ATLS provider Card
- 2. You must have been identified as "instructor potential" by the faculty of your provider course.** This is usually stated in the letter you received with your course completion materials.
- 3. If you reside and practice outside the United States you must provide a letter of permission from the ATLS Program Director of your country's cosponsoring organization, giving you permission to take an ATLS Instructor Course outside of your country.**

PLEASE CHECK APPROPRIATE SPECIALITY:  
\_\_\_\_ Emergency Medicine \_\_\_\_ Family Practice \_\_\_\_ Surgery (Sub-specialty \_\_\_\_\_) \_\_\_\_ Internal Medicine \_\_\_\_ Pediatrics

PLEASE INDICATE YOUR STATUS:  
\_\_\_\_ Attending \_\_\_\_ Resident \_\_\_\_ Year \_\_\_\_ Other \_\_\_\_\_

PLEASE MAKE CHECK PAYABLE TO: **ATLS® Course**

<u>COURSE FEES:</u>	Residents (in and out of State):	\$ 950.00
	In State (Illinois) Attending physicians	\$1100.00
	Out of State (Illinois) Attending physicians	\$1,300.00

If you would like to use a credit card, please complete the below requested information. (We do not take American Express)

Type: \_\_\_\_\_ Acct.# \_\_\_\_\_

Security Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Address on Credit card: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

MAIL TO: **Judith E. Brasic, RN**  
**ATLS® Coordinator**  
**723 Bethel Avenue**  
**Bolingbrook, IL 60490**

Refund Policy: 1. 80% up to one month before course date 2. No refund thereafter 3. Fees will not be refunded for failure to attend

ATLS® Instructor Course Description and Participant Requirements  
(ACS ATLS® Guidelines)

The ATLS® Instructor Course is a one day course designed for doctors who satisfy the qualifications and characteristics of the model ATLS® instructor.

The Instructor Course teaches doctors how to teach the ATLS® Program.

**Pre-requisite/Eligibility Criteria:**

Adherence to the minimum prerequisite criteria for applicants is mandatory, information related to a potential candidate's eligibility for an Instructor may be obtained by contacting the ACS ATLS® program office which retains records of Student Course participants identified as having instructor potential.

**Student Course participants must be identified as potential candidates** to attend an Instructor Course based on their performance and attitude during their participation in a Student Course. The Student Course Director is responsible for informing the students in writing of their instructor potential status.

The applicant must satisfy the following eligibility requirements before participating in an Instructor Course:

1. Candidates applying to participate in an Instructor course **must successfully complete an approved ACS ATLS® Student course within 3 years of applying for the Instructor Course** in which they were identified as having instructor potential. If more than 3 years, but less than 4 years, has lapsed since a candidate has participated in a Student Course, the candidate must participate in and successfully complete another student or a Student Refresher-type course.
2. A potential Instructor Course candidate is one who faculty members have identified as having fulfilled these criteria:
  - a. Mastery of the Student Course content
  - b. Demonstration of commitment to the care of the trauma patient
  - c. Demonstration of commitment to the ATLS principles and philosophies
  - d. Demonstration of proper attitude of a model instructor
  - e. Demonstration of effective communication skills
  - f. Willingness to serve as faculty team members
3. Out-of-USA Applicants:  
**Applicants who reside out of the USA must obtain written approval from their respective Provincial COT Chairs to take the Instructor Course in the USA.** A Chair grants approval in this situation based on the need for additional instructors and applicant's qualifications. The approval must be sent to the course coordinator. Failure to submit this approval may disqualify a candidate from taking the Instructor Course.

Doctors from other countries into which the ATLS® program has been introduced and promulgated may be eligible to participate in an Instructor Course. However, verification that a program exists in that country must be obtained from the ACS ATLS® Program Office and permission obtained from the Chair of that country's co-sponsoring organization.

Doctors from a country in which the ATLS® Program has **not** been introduced are **not** eligible to participate in an Instructor Course.