

## Evaluation of Simulation Instructors

In some cases, feedback gained from participant evaluations may identify instructors who require assistance to more effectively integrate simulation technologies or debriefing into their sessions. It may be the teaching modality, the debriefing process, the software, or the simulators posing a challenge to the instructor.

All scenario-based sessions at the Center are recorded and stored using B-Line Medical SimCapture. Therefore, live examples of the instructor in action can be reviewed with the Sim Educator with the goal of helping the instructor master this educational modality. The Center staff can make recommendations about either internal or external training courses the instructor might attend. If the issue is technology-based, either the Sim Tech or the Educator are available to review any technical aspects of the simulators and AV system with the instructor.

In the event that an instructor continues to receive poor evaluations following intervention by the Center staff, it may be suggested that he/she be replaced by another qualified instructor from within that discipline until a time when that instructor is able to successfully provide simulation-based education.

Annual performance appraisal is required for all health system employees. In keeping with this institutional policy, regular Center instructors are asked to evaluate themselves annually against the "Simulation Instructor" job description. This job description is used for all simulation instructors with the exception of BLS course instructors, who have a distinct version that incorporates unique AHA requirements. Prior to their first session at the Center, new instructors are provided with a copy of the "Simulation Instructor" job description and are asked to return a signed copy as a commitment to maintaining the duties and responsibilities contained within. Copies of annual self-evaluations supplied by the instructors are maintained on file and may also be incorporated with student evaluations and previously recorded simulation sessions to provide instructor feedback and critique.