NEW ZEALAND
Resuscitation Council
WHAKAHAUORA AOTEAROA

Course Resources

Price List

Price List as at September 2026

Course Participant Sheet

On completion of a provider course, the Course Director is responsible for ensuring that the provider course participant sheet is completed in full with the following information.

- Name of the course provided
- Date of the course
- Provider course centre
- Course Director
- Instructor names (including observers)
- Participants first and last names
- Participants email address
- Certificate numbers issued

Please note, if a learner has not passed, notify us once they have completed their re-sit.

The provider course participant sheet must be emailed in Excel format within one week of course completion, to info@resus.org.nz

Course Participant Sheet

Information regarding Readers or Scribes

Information regarding the use of Readers or Scribes during written knowledge assessments

Readers and scribes may be used to facilitate the knowledge assessment process for learners that struggle to complete a written assessment in the allotted time frame. Some learners may require either a reader or a scribe, while others may require both (known as an amanuensis).

For Readers and Scribes

As a reader you should:

- Read as requested by the learner
- Read the exact wording (instructions and questions) of the assessment paper as often as the learner requests
- Spell words, in an assessment paper only, as requested by the learner, if the learner has a visual impairment
- Read the exact wording of a learner's response(s) as often as the learner requests
- Read the identified text at the speed and in the order requested by the learner.

As a reader you should not:

- Rephrase or explain the meaning of words, phrases or questions in the assessment paper
- Suggest when to move on to the next question, give advice about which questions to answer or which order questions should be answered in
- Comment on the factual, grammatical or academic content of what has been written.

During the written assessment:

- The learner should indicate to you which responses, instructions, questions or parts of questions they wish to have read aloud
- The learner can choose to read some parts of the assessment paper themselves if they wish
- The learner must study any diagrams, graphs or pictures themselves. They can ask you to read any text or captions in them.

As a scribe you should:

- Write down exactly what the leaner dictates, only recording responses, including maps, graphs, or diagrams where appropriate, exactly as dictated by the learner. You may, however, use your discretion regarding spelling and punctuation
- Amend what has been written if the learner identifies and dictates the amendment
- Read what they have written, as often as the learner requests.

As a scribe you should not:

- Explain the meaning of words, phrases or questions in the assessment paper
- Suggest when to move on to the next question, give advice about which questions to answer or which order questions should be answered in
- Comment on the factual or academic content of what has been dictated.

For learners

In preparation for your assessment:

- Establish your preferred means of organising and structuring your ideas – e.g. mind mapping, bullet points, rough notes, etc
- We recommended that you practice working with a reader or scribe prior to an assessment in timed practice sessions
- If possible, you should practice with the person who will be supporting you in an assessment.

During the assessment

- Prepare any mind maps or rough notes yourself if you wish (tell your scribe what you are doing)
- Think about what you want to say before you say it
- Use short sentences where possible
- If you get stuck for a word, don't panic – relax and concentrate on the idea that you wish to express
- You may ask your scribe to read back what you have dictated, or read your answers yourself
- You can change your answers at any time
- You can write some responses yourself if you are comfortable doing so.

An exam invigilator should be present in the room at all times.

Information regarding Readers and Scribes.pdf

Instructor Nomination Administration for Course Directors

CORE Advanced Instructor Nomination form

As the nominating Course Director, we ask that you answer each question. We would like to know about the candidate's most recent attendance on a NZ Resuscitation Council CORE Advanced course, their professional qualification in healthcare, and their practical involvement with clinical resuscitation over the past three years.

This form must be submitted within four weeks of the candidate's provider course.

Nomination Form

CORE Advanced Observer form

CORE Advanced Instructor candidates are required to attend a CORE Advanced provider course as an observer. As the confirming Course Director, we ask that you complete the following details to confirm the candidate's attendance.

Confirm CORE Advanced Observer Course

Newborn Life Support Instructor Nomination form

As the nominating Course Director, we ask that you answer each question. We would like to know about the candidate's most recent attendance on a NZ Resuscitation Council NLS course, their professional qualification in healthcare, and their practical involvement with clinical resuscitation over the past three years.

Nominate an NLS Instructor

Newborn Life Support Instructor Observer form

NZ Resuscitation Council NLS Instructor candidates are required to attend a NLS provider course as an observer. As the confirming Course Director, we ask that you complete the following details to confirm the candidate's attendance.

Confirm Observer Course