



CO-EXAM or CO-TEACH REPORT

(Please complete one evaluation report for each co-exam or co-teach completed)

To be completed by the Co-examiner or Co-instructor Candidate

Instructions for co-examiner or co-instructor:

- 1. Complete the Co-examiner or Co-instructor section and conduct the co-exam or co-teach.
2. Review the feedback with the supervising examiner and sign the form.
3. On completion of two successful co-exams, forward the completed co-exam reports and your completed Examiner Training record to the Lifesaving Society Office.

Form fields for Co-examiner/Co-instructor Candidate: Last name, First name, Lifesaving Society ID#, Home phone, Business phone, Mobile phone, E-mail address.

To be completed by the Supervising Examiner

Instructions for supervising examiner:

- 1. Complete this evaluation by providing clear and concise comments under each section.
2. Review feedback with co-examiner / co-instructor.
3. Sign this form to acknowledge evaluation.
4. If candidate is successful sign the candidate's Training Record. If unsuccessful, do not sign the Training Record.

Form fields for Supervising Examiner: Last name, First name, Lifesaving Society ID#, Home phone, Business phone, Mobile phone, E-mail address.

How many exams have you conducted at this level? [ ] 0 [ ] 1-4 [ ] 5-9 [ ] 10+

Exam or course details

Table for Exam or course details with columns: Level examined/taught, # examined, # passed, Date of exam/course, Location of exam/course, Name of facility, City.

Please indicate and give specific comments on the areas in which the co-examiner/co-instructor actively prepared and participated before, during and after the exam or course.

- [ ] Resuscitation [ ] Rescues [ ] Spinals [ ] First Aid [ ] Skill evaluation [ ] Final Evaluation
[ ] Other (please specify):

Table for Communication and Teaching with columns: Excellent, Good, Satisfactory, Unsatisfactory, N/A and rows for communication criteria.

Comments:

Evaluation, Knowledge and Resources	Excellent	Good	Satisfactory	Unsatisfactory	N/A
1. Applies <i>Must Sees</i> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Records performance of candidates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Use of teaching manual/award guide during exam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Ability to plan and evaluate rescue situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Played role in notification of successful/unsuccessful candidates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

Leadership	Excellent	Good	Satisfactory	Unsatisfactory	N/A
1. Had a good rapport with class.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Represented the Lifesaving Society in a professional manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Prepared to assist with the exam / course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

Safety	Excellent	Good	Satisfactory	Unsatisfactory	N/A
1. Conducted in a safe environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Aware of entire class.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Gain knowledge of relevant health issues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

Final Recommendation
<input type="checkbox"/> I recommend that this candidate continue their training. <ul style="list-style-type: none"> <li><input type="checkbox"/> Do more co-examinations/co-teaching.</li> <li><input type="checkbox"/> Take a more active role in the preparation and planning before, during and after the exam/course.</li> </ul>
<input type="checkbox"/> I recommend this candidate for appointment as an Examiner. In my judgement, he or she possesses the knowledge, ability, teaching and communication skills, good understanding of the standards and the leadership abilities to conduct an exam or course.
Comments:

VALIDATION					
Level examined or taught			# examined	# passed	
Date of exam or course	year / month / day	Location of exam/course	Name of facility	City	
The co-exam or co-teach experience was conducted as recorded on this report and the results of the evaluation were discussed between the Supervising Examiner and the Co-examiner or Co-instructor candidate.					
Co-examiner or Co-instructor name		Signature		Date	
Supervising Examiner name		Signature		Date	