



Society of Critical Care Medicine Hosted Training Course Director Recommendation

This form should be completed and signed by an active course consultant.

_____ is applying to become a consultant for the Society of Critical Care Medicine's (SCCM) _____ hosted training course.

It is the director's role to organize the course and ensure that it runs smoothly and is consistent with SCCM's goals and mission. Additional responsibilities of the course director are to:

- Plan, organize, and conduct the course
- Ensure that the quality of the course meets SCCM standards
- Identify and invite faculty
- Organize course logistics and obtain equipment
- Establish the learner registration processes
- Distribute course materials
- Arrange continuing education credit for in-person training (if desired)
- Mentor and guide instructors and course coordinators
- Promote collegiality, camaraderie, and communication among all instructors
- Provide feedback to the SCCM committee charged with developing the hosted course if requested

By checking this box, you recommend _____ for the role of _____ course director.

By checking this box, you attest that you are an active SCCM _____ course consultant.

Signature: _____

I certify that the above information is true and accurate. Typing my name in the signature space provided shall serve as a lawful signature as if signed by hand in person.

Date: _____