

ILS/PILS Course Centre registration information

Who can be accredited to run the ILS/PILS course?

The course is run through a network of Resuscitation Council UK (RCUK) accredited course centres. Only organisations belonging to one of the following categories are eligible to apply for this accreditation: NHS Trusts, Primary Care Trusts, private hospitals, universities and colleges training healthcare professionals, phase 1 clinical trials units inspected by the MHRA and standalone private training companies. Currently, there is no provision for organisations other than those mentioned above to register to run the course.

Who is the ILS/PILS course for?

The ILS course is appropriate for nurses (acute/community/primary care), medical students, dentists, dental nurses and other paramedical personnel. Likewise, it may be considered suitable to meet the needs of some doctors and general practitioners. Healthcare assistants are also eligible to attend the course.

How to become an ILS/PILS course centre

Below is the Course Centre Application form, which should be completed after reviewing the [ILS](#) and/or [PILS](#) Course Regulations and Programme. It is essential to read all these documents carefully to ensure your application is completed correctly to avoid unnecessary processing delays. Comprehensive information about the ILS and PILS courses is also available on our [website](#), and for any additional queries, email ILS@resus.org.uk or PILS@resus.org.uk.

Registration fee

The registration fee is not based on the number of courses you run or the number of Candidates who undertake the course. It is run annually from January to December of each calendar year. Please note that we do not offer a discount for registering late in the year. If you would prefer to register from 1 January of the following calendar year, please contact Resuscitation Council UK after 1 October for an application form for the following year. Please see page 5 of this form for the price structure.

Payment

The payment of the registration fee can be made by invoice, or credit/debit card payable to Resuscitation Council UK. Please note that if you pay by invoice, your application will not be processed until payment has been received. Therefore, we would advise allowing additional time between submitting your application and your first course to process the payment. An official purchase order must be enclosed if you wish to be invoiced. **All invoices received from RCUK must be paid in full within 30 days of receipt.**

Following the receipt of your completed registration form and remittance, we will confirm your registration in writing and give you access to our online learning management system (LMS). You will also receive user instructions for the system and further information regarding the running and administration of the ILS/PILS course.

Renewing your registration

Before the end of each calendar year, you will receive a renewal registration form for the following year and an update on the registration process. The re-registration information is usually sent by email; therefore, **it is important that you inform us of any changes to your contact email address** throughout the year. Failure to re-register would mean that any courses run after 31 December will not be RCUK certified, and you will not be able to obtain certificates for your candidates.

ILS/PILS/ILSi course centre registration form

Application form for new registrations

1. COURSE CENTRE INFORMATION

PLEASE PRINT CLEARLY

Course centre name				
Course centre address				
	Postcode:			
Type of organisation (Please tick one category only)	Primary Care		Private Hospital	
	NHS Trust		University	
	Clinical Trials Unit		Private Training Provider	
	Other (please give details)			
What course are you applying to run? (Please tick)	ILS		PILS	
Reason for application Why do you wish to run the ILS/PILS/ILSi course?				

2. CONTACT DETAILS AND COURSE INFORMATION

Contact person for ILS/PILS certificates, correspondence and administration				
Name (please add a postal address, if different from the course centre address in Section 1)				
Job title				
Telephone number				
Email address				
Course details				
How many ILS/PILS courses do you plan to run per year?	ILS		PILS	
Approximate number of candidates to be trained per year				
Would you like your course centre details to be posted on the RCUK website?	Yes		No	
Would you like to run ILSi	Yes		No	

3. FACULTY AND COURSE OBSERVATION

ILS

Name of the Course Director (must be a full ALS Instructor)				
Please list the ALS/ILS Instructors who have agreed to teach on your courses	1. 2. 3. 4.			
ILS course observation				
The following must be completed by the Course Director named above. I confirm that I have observed an ILS course as follows:				
Date of ILS course				
Name of Course Centre				

The following must be completed by the Course Director whose ILS course was observed by the applicant named above. I confirm that the applicant observed the ILS course as detailed above.

Name of Course Director	
Signature of Course Director	
Date	

PILS

Name of the Course Director (must be a full EPALS Instructor)	
Please list the EPALS/PILS Instructors who have agreed to teach on your courses	1. 2. 3. 4.

PILS course observation

The following must be completed by the Course Director named above.
I confirm that I have observed an PILS course as follows:

Date of PILS course	
Name of Course Centre	

The following must be completed by the Course Director whose PILS course was observed by the applicant named above. I confirm that the applicant observed the PILS course as detailed above.

Name of Course Director	
Signature of Course Director	
Date	

If the Course Director has already directed an PILS/ILS course at another centre prior to this application, please give details of at least one PILS/ILS course directed within the last 12 months:

1. Course Centre and Date	
2. Course Centre and Date	
3. Course Centre and Date	
4. Course Centre and Date	

4. AUTHORISING SIGNATURE

I wish to apply to run the ILS/PILS Course. I agree on behalf of the Course Centre to comply with the ILS/PILS Course Regulations as set out by Resuscitation Council UK.	
ILS registrations:	
Authorising Signature (must be an ALS Instructor)	
Print name	
Date	
PILS registrations:	
Authorising Signature (must be an EPALS Instructor)	
Print name	
Date	

5. REGISTRATION FEE - PAYMENT INFORMATION

For Course Centres registering to run the ILS/PILS course for the first time, we require the registration fee to be paid in advance. To be invoiced, please enclose an official purchase order with this form, or arrange payment via credit/debit card.

Please note that all payments must come directly from the organisation registering as the Course Centre. We do not accept payment made by personal cheques, personal credit cards, or third-party organisations.

All invoices received from RCUK must be paid in full within 30 days of receipt.

I am registering for:	
ILS courses only (£600)	
PILS courses only (£600)	
Add PILS courses (for registered ILS course centres) (£350)	
Add ILS courses (for registered PILS course centres) (£350)	
Both ILS and PILS courses (£950)	
Payment type:	
I want to be invoiced and have enclosed an official purchase order	
I want to pay by credit/debit card (please contact Resuscitation Council UK on 020 7388 4678 or enquiries@resus.org.uk to arrange the payment)	

6. PLEASE SEND ALL FOUR PAGES OF THIS REGISTRATION FORM TOGETHER WITH PAYMENT INFORMATION TO:

Please scan and email your completed application form and payment information to ILS@resus.org.uk (The form must be hand-signed and scanned; we cannot accept typed signatures).