



Together, we can save a life

Instructor Agreement and Code of Conduct

The American Red Cross agrees to-

- Provide the quality training needed to help you carry out your responsibilities to prepare for, conduct, report on and evaluate American Red Cross courses.
- Provide, when applicable and in good condition, the appropriate materials, supplies and equipment needed to meet the requirements of each course you teach.
- Provide timely course and instructor updates and, when required, updates on skills.
- Establish and explain all national and local policies, regulations and procedures that relate to your responsibilities, including the American Red Cross Code of Conduct that is included in this document.
- Provide effective, timely support and guidance.
- Evaluate your teaching performance.

As an American Red Cross instructor,

I agree to-

- Follow all the current policies, regulations and procedures of the American Red Cross related to the conduct and administration of American Red Cross courses.
- Accept evaluation of my instructor responsibilities by the American Red Cross.
- Recognize that the completion of an appropriate instructor training course is only a prerequisite of authorization as an American Red Cross instructor and that the authorization to teach is granted only by receiving an instructor authorization issued by the appropriate American Red Cross unit.
- Teach only those courses I am authorized to teach, and only within those jurisdictions in which I am authorized, as scheduled in coordination with the appropriate American Red Cross unit.
- Follow through on all classes assigned to me, including teaching the complete curriculum for each American Red Cross course, module or component, completing required records in a timely and accurate manner and providing appropriate American Red Cross course certificates or other recognition to participants. When applicable, I also agree to promptly remit all fees as specified by the Authorized Provider Agreement.
- Recognize that American Red Cross materials are copy-righted and may be reproduced only with the permission of the American Red Cross at national headquarters.
- Identify myself as an American Red Cross authorized instructor and the course materials as those of the American Red Cross.
- Recognize that this Agreement remains in effect as long as my authorization is maintained with the American Red Cross.

I acknowledge that my failure to follow the policies, regulations and procedures related to the conduct and administration of the American Red Cross courses, including the Code of Conduct, may result in termination of this Agreement and suspension of my authorization to teach American Red Cross courses and issue American Red Cross course completion certificates.

American Red Cross Code of Conduct

All American Red Cross Authorized Instructors agree to comply with the American Red Cross Code of Conduct. Instructors who perform under an Authorized Provider Agreement agree to comply with the spirit of this Code of Conduct.

No volunteer or paid staff member shall:

1. Authorize the use of or use for the benefit or advantage of any person, the name, emblem, endorsement, services, or property of the American Red Cross, except in conformance with American Red Cross policy;
2. Accept or seek on behalf of himself or any other person, any financial advantage or gain of other than nominal value offered as a result of the volunteer or paid staff member's American Red Cross affiliation;
3. Publicly utilize any American Red Cross affiliation in connection with the promotion of partisan politics, religious matters, or positions on any issue not in conformity with the position of the American Red Cross;
4. Disclose any confidential American Red Cross information that is available solely as a result of the volunteer or paid staff member's affiliation with the American Red Cross to any person not authorized to receive such information or use to the disadvantage of the American Red Cross any such confidential information, without the express authorization of the American Red Cross;
5. Knowingly take any action or make any statement intended to influence the conduct of the American Red Cross in such a way as to confer any financial benefit on such person or on any corporation or entity in which the individual has a significant interest or affiliation; or
6. Operate in any manner that is contrary to the best interest of the American Red Cross.

In the event that an Instructor's obligation to operate in the best interests of the American Red Cross conflicts with the interests of any organization in which he or she has a financial interest or with which he or she is affiliated, the Instructor shall disclose such conflict to the American Red Cross as soon as he or she becomes aware of it.

American Red Cross Chapter or Unit

Printed Name of Instructor (and ID Number)

Signature of Chapter or Unit Representative

Signature of Instructor

Title of Chapter or Unit Representative

Date