



# Instructor Competence Report

Assessor:	BHPA number:	Date:
TI/Instructor/SI assessed:	BHPA number:	

Competence	Performance Criteria	Skill Level	Remarks (comment only if necessary)
<b>Technical Knowledge</b>	Knowledge of Inst/Student ratios & reasons		
	Knowledge of appropriate PRS syllabus		
	Responsibilities of TI/Instructor/SI		
	Knowledge of Safety Requirements & Recommended Practices		
<b>Training Delivery</b>	Ability to establish good learning environment		
	Clear accurate information		
	Manner, pace and style		
	Giving feedback during lessons/exercises		
	Good knowledge of subject		
<b>Demonstrations</b>	Researches and prepares training materials		
	Planning		
	Handling		
<b>Currency</b>	Use of correct 'Patter'		
	Personal flying practice		
	Regular practical instruction		
<b>Validating</b>	Regular theoretical instruction		
	Assessing students and providing feedback		
	Analysis of feedback to improve training provided		
	Confirmation of learning and use of tests		

**Overall comments**  
**Note: Only skill level 4 and above is a Pass (see Objective Skill Levels sheet)**

Pass/Fail	Assessors sig:
	TI/Instructor/SI assessed sig:
Comment of TI/Instructor/SI Overall comments assessed (optional)	



### INSTRUCTOR OBJECTIVE SKILL LEVELS

The Objective Skill Level is an assessment of the instructor's skill level against the Standards agreed by the BHPA FSC. The Skill Levels are as follows:

Skill Level 7	<p>The skill level one would expect from an experienced instructor who was completely familiar with the exercise/lesson. A polished, confident, competent and relaxed performance. No comments required. No debrief points. Test Question: Is there anything at all I need to say to improve the skill level? Answer: No = 7. Yes = 6.</p>
Skill Level 6	<p>The skill level one would expect from an experienced instructor who was familiar with the exercise. A minor comment/suggestion needed to hit the top skill level but overall a good performance. Test Question: Is there much that I need to say to improve the skill level? Answer: No, only a small comment/suggestions = 6. Yes, a few pointers = 5.</p>
Skill Level 5	<p>The skill level one would expect from an experienced instructor who was becoming quite familiar with the exercise. There was some very minor errors/omissions. There was room for improvement but the overall result was most effective. Some very minor debrief points but no areas of concern. Test question: Is the skill level developing to a good standard? Answer: Yes, just a few pointers = 5. No, not yet although it was satisfactory = 4.</p>
Skill Level 4	<p>The skill level one would expect from an experienced instructor who was inexperienced on the exercise. There were errors/omissions but none to cause concern and the overall result was still effective. Room for improvement, several debrief points but more as guidance rather than major criticism. Test Question: Is the skill level good enough to satisfy the objective? Answer: Yes = 4. No = 3.</p>
Skill Level 3	<p>Not quite up to the required skill level but getting close. Quite a few errors/omissions. Needs to practise but generally in the right area. Needed prompting to steer in the right direction. Some repetition required to consolidate skill. Test Question: Is the skill level just in need of a re-briefing and some practise? Answer: Yes, that should solve the problem = 3. No there is more to it than that = 2.</p>
Skill Level 2	<p>Not up to the required skill level but making some progress during the exercise. Several errors/omissions, some of which needed a re-demonstration to ensure the area of concern was understood. Test Question: Can the skill level be developed satisfactorily during the next exercise? Answer: Yes, providing some time is devoted to it = 2. No = 1.</p>
Skill Level 1	<p>Not up to the required skill level. Several significant errors/omissions. Debriefs and re-demonstrations were required but no clear improvement was made. Intervention may have been required. Aspects of the lesson were potentially unsafe. This skill level is fail. Test Question: Does the skill level need to be resolved before teaching this again? Answer: Yes = 1. No, progress will be made providing some time is devoted to it = 2.</p>