ELSO ENDORSEMENT GAP ANALYSIS & SELF-ASSESSMENT TOOL

Purpose: This tool is designed for ECMO training centers to self assess readiness for ELSO endorsement, identify gaps, and document remediation plans **before application submission**. It mirrors endorsement and surveyor expectations and can be retained for internal quality improvement.

How to Use:

- Mark **Yes / Partial / No** for each requirement
- Describe evidence and gaps
- Define actions, owners, and timelines for remediation

SECTION 1. PROGRAM ELIGIBILITY & SCOPE

Requirement	**Yes**	**Partial**	**No**	**Evidence / Notes**	**Gap / Risk**	**Action Plan**	**Owner**	**Target Date**
ELSO member center	☐	☐	☐					
Course population clearly defined (Adult or Neo/Peds)	☐	☐	☐					
Endorsement type defined (Step 1, Step 2, Comprehensive)	☐	☐	☐					
Course scheduled ≥ 4–6 months from application	☐	☐	☐					

SECTION 2. COURSE DIRECTOR & LEADERSHIP

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Active ELSO member	☐	☐	☐					

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≥ 5 years ECMO clinical experience	☐	☐	☐					
Prior ELSO-hosted or endorsed course participation	☐	☐	☐					
Familiar with ELSO guidelines & curricula	☐	☐	☐					
Simulation-based education experience	☐	☐	☐					
Faculty includes E-AEC or E-NPEC certified member	☐	☐	☐					

SECTION 3. FACULTY & INSTRUCTOR DEVELOPMENT

Didactic Faculty

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Content expertise aligned to topics	☐	☐	☐					
COI disclosures completed & presented	☐	☐	☐					
Content aligned with ELSO guidelines	☐	☐	☐					

Simulation Faculty (Step 2)

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Formal simulation instructor training	☐	☐	☐					

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Structured debriefing training	☐	☐	☐					
Participation in ≥ 1 ECMO course/year	☐	☐	☐					
Up to date with ELSO guidelines	☐	☐	☐					

SECTION 4. DIDACTIC CURRICULUM (STEP 1)

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Aligned with ELSO standardized curriculum	☐	☐	☐					
Evidence-based with references	☐	☐	☐					
Local protocols clearly labeled	☐	☐	☐					
Multidisciplinary audience addressed	☐	☐	☐					
Lecture blocks ≤ 2 hours with breaks	☐	☐	☐					
Required lecture slides included (title, disclosure, objectives, contact)	☐	☐	☐					

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SECTION 5. SIMULATION PROGRAM (STEP 2)

Prerequisites & Equipment

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Verification of prior didactic training	☐	☐	☐					
Water drill completed prior to simulation	☐	☐	☐					
Real ECMO pump and circuit used	☐	☐	☐					

Required Scenarios (check all applicable)

Scenario	Yes	No	Notes
Drainage insufficiency	☐	☐	
Air embolism	☐	☐	
Pump failure	☐	☐	
Gas failure	☐	☐	
Membrane lung failure	☐	☐	
Cannula dislodgement (Neo/Peds)	☐	☐	
Circuit change (Neo/Peds)	☐	☐	

SECTION 6. SIMULATION DESIGN & DELIVERY

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Clear objectives (cognitive, technical, behavioral)	☐	☐	☐					

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ONE primary objective per scenario	☐	☐	☐					
Learner:instructor ratio ≤ 3:1	☐	☐	☐					
Simulation expert + ECMO expert per room	☐	☐	☐					
All learners actively participate	☐	☐	☐					
Briefing → Simulation → Debrief → Consolidation followed	☐	☐	☐					
Structured debriefing (3-phase)	☐	☐	☐					
Consolidation ≤ 1–2 minutes	☐	☐	☐					

SECTION 7. ASSESSMENT & EVALUATION

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Formal competency evaluation performed	☐	☐	☐					
Pre- and post-course evaluations used	☐	☐	☐					
Evaluation results shared with ELSO	☐	☐	☐					

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SECTION 8. INDUSTRY RELATIONSHIPS & COI

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Full disclosure of sponsorship	☐	☐	☐					
COI disclosures for all faculty	☐	☐	☐					
No industry influence on content	☐	☐	☐					
Sponsor recognition separated from education	☐	☐	☐					

SECTION 9. APPLICATION & SITE SURVEY READINESS

Requirement	Yes	Partial	No	Evidence / Notes	Gap / Risk	Action Plan	Owner	Target Date
Application fee budgeted	☐	☐	☐					
Slides & scenarios ready ≥ 2 months prior	☐	☐	☐					
Surveyor independence confirmed	☐	☐	☐					
Advertising compliant (no ELSO branding pre-approval)	☐	☐	☐					

SECTION 10. OVERALL READINESS SUMMARY

Overall Readiness Status (circle one):

- Ready to Apply
- Minor Gaps – Apply After Remediation

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- Significant Gaps – Delay Application

Key Risks Identified:

Priority Remediation Actions:

Estimated Target Application Date: _____

This document is intended for internal self-assessment and quality improvement. Completion does not imply ELSO endorsement.

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