



## **COURSE REVIEW PROCESS**

JLH Fire Safety Services courses are reviewed regularly to ensure currency of information and quality of performance.

### **Functionality**

Reviews are performed annually or when an issue is highlighted either to the client service team or via course feedback.

### **Subject Matter**

Expert review of content is performed annually or when there is a change in regulation or good practice.

### **Reviews**

Our reviews follow a standard procedure, with any changes being documented. This is to ensure quality of content is supported by instructional design principles in relation to eLearning.