



**INTEREST LETTER FOR AMERICAN HEART ASSOCIATION
BLS FOR HEALTHCARE PROVIDER AHA INSTRUCTOR COURSE**

NEXT DATE TBA IN FEBRUARY 2016-when the new 2015 AHA Materials are Available

Heartsaver Instructor Course (not available until later in 2016)

BLS HCP INSTRUCTOR COURSE (registration form at end of information sheet)

Thank you for your interest in the American Heart Association (AHA) Basic Life Support (BLS) Instructor Course for Healthcare Providers (HCP) and/or Heartsaver (HS) with CPR Consultants, an AHA Community Training Center. We are committed to upholding the AHA standards of excellence in community and professional education.

The following outlines the prerequisites, course and material requirements, and costs for the AHA BLS HCP Instructor Course.

The first day of the class, the instructor candidate completes the Provider Course for HCP. The HCP Instructor candidates must successfully pass the skills and the HCP written test (84% or higher). The BLS HCP Provider card is given upon completion of the class. Following the first day of provider classes, the instructor candidates return a week to ten days later to complete the actual instructor course. There are homework assignments in addition to the AHA Essentials online that must be completed before the second day of the course. The homework takes about 3-5 hours.

Cancellations less than 48 hours before the start of class will be charged \$50 to reschedule. If cancelling and asking for refund less than 48 hours, fee less \$100.00. If the candidate attends the first day and cancels attending the second day, \$300 of the fee is not refunded. There are no returns if both days are attended. Following successful completion of both days, the Instructor Candidate must be monitored teaching a class at our Facility with one of our Faculty Instructors. The candidate must be monitored within 90 days of completing the Instructor Course. If the candidate is not monitored within 90 days, they must complete the Instructor Course again if they wish to receive an Instructor Card with CPR Consultants Community Training Center. An instructor must have an Instructor Card, before they can teach on their own.

Materials cannot be exchanged, so it is important the Instructor Candidates register for the correct Instructor Course.

The Instructor Course does not guarantee employment. The Instructor is an Independent Entity. The Instructor must have the AHA DVD's, manikins, an AED Trainer, pocket masks, BVM's (for HCP), student manuals and infant manikins for all HCP. It is the instructor's responsibility to

CPR Consultants, Inc.
7404 Chapel Hill Road, Suite G, Raleigh, NC 27607
(919) 850-9295/Fax (919) 235-0842/www.cprconsultants.com

purchase these items. Some of the materials can be ordered on our website or directly from CPR Consultants.

Instructors must purchase cards for all students completing a certification class. The only class that does not require cards is students completing Family and Friends. Instructors may purchase the Family and Friends materials on their own.

Cards can only be ordered through a Community Training Center. The cards will be pre-printed with the Instructor's name and Instructor ID#. There are very specific policies on ordering cards. This will be reviewed during the instructor course. Cards are to be completely printed. No handwritten cards are to be given out.

Instructors must properly decontaminate all equipment according to the AHA policy following classes they teach.

Course Requirements:

1. Materials and Information to be distributed the first day of the Instructor Course:

- Instructor Manual and DVD's
- Essentials (1 hour online training, certificate of completion must be submitted), link will be emailed
- AHA Instructor Network Registration instructions
- Teaching assignment for second day of Instructor Course
- "Design a Class" that you may teach (paperwork, materials, equipment, etc...)
- All paperwork needed to align and register with CPR Consultants Community Training Center (ID # NC20514)
- Assignment of teaching dates to be monitored

The Instructor Course includes the Annual Fees for the first year (\$50.00). **Annual dues are required each year (\$50) and are due by February 28 of the following year.**

On the successful completion of the prerequisites, instructor course and class monitoring, you will get your AHA BLS and/or HS Instructor card and be ready to teach on your own. As your AHA Training Center, we are here to help you. If you have any questions about this BLS Instructor Course, please call CPR Consultants, Inc. at 919-850-9295 or email: Eileen@cprconsultants.com.

Thank you for your interest in taking this AHA Instructor course through CPR Consultants, Inc.
Sincerely,

Paul Kearns, BA, EMT-P
President, CPR Consultants, Inc.

Eileen Buch
Training Center Coordinator



AHA Instructor Course Registration Form

BLS for Healthcare Provider-only, not Heartsaver

(Heartsaver and or HCP and HS Instructor Course will be scheduled once the HS Materials are available)

**NEXT BLS HCP INSTRUCTOR COURSE: MARCH 2016-HCP Only
FEES: TBA (based on costs of new AHA materials)**

(Exact date will be available in Feb./March 2016)

Registration is on our website, or complete and fax/mail registration form and payment (we accept checks, money orders, and all major credit cards to **CPR Consultants, Inc., 7404 Chapel Hill Road, Suite G, Raleigh, NC 27607**. On receipt of payment, you will receive written confirmation for the course. Payment is required at time of registration. Registration without payment, does not guarantee attendance.

Name

Mailing Address

State

Zip

Home Phone

Work Phone

Email Address:

Billing Name on Credit Card/Address (if different)

Please check the course you want to register for:

- BLS for Healthcare Providers Instructor Course: tba, does not include HS/FA

Payment: Check number:

Credit Card

Expiration Date / Security code (on back of card)

Note: We reserve the right to cancel the course if 4 candidate registrations are not received 2 weeks prior to the course. You will be notified if there is a change or cancellation. If we cancel the course you are entitled to the option of a full refund or rescheduling.

If you register for the course and cancel before 10 days, a full refund is offered if all materials are returned unopened. If you are unable to attend but want the course, you may attend another scheduled Instructor Course within 4 months. Less than 48 hours and reschedule: \$50, less than 48 hours, not rescheduling: \$100

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If you cancel the instructor course after attending the first day, \$300 will be withheld from the registration fee.

No refunds if both days attended or instructor fails to schedule monitoring within 90 days of the course.

DIRECTIONS

**CPR Consultants, Inc.
7404 Chapel Hill Road
Suite G
Raleigh, NC 27607
919-850-9295**

From Durham:

- Take I-40 to exit 290. Turn right onto Chapel Hill Road.
- Take the first possible right. This entrance to the office park is not marked, but is located directly across from the Hampton Inn.
- CPR Consultants, Inc. is located in the corner of the L-shaped offices on the right.

From Raleigh:

- Take I-40 to exit 290. Turn left onto Chapel Hill Road crossing the bridge over I-40.
- Take the first possible right. This entrance to the office park is not marked, but is located directly across from the Hampton Inn.

- CPR Consultants, Inc. is located in the corner of the L-shaped offices on the right.