



**INTEREST LETTER FOR AMERICAN HEART ASSOCIATION
BLS FOR HEALTHCARE PROVIDER AND/OR
HEARTSAVER, FIRST AID
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 HCP and/or HS Instructor Course.

The instructor candidate must decide if they wish to complete the HCP and/or HS Instructor Course. If the instructor candidate intends to teach Healthcare Providers, they need to take the HCP Course. If the instructor candidate intends to teach just lay persons, they should take the Heartsaver Instructor course. The HCP and HS include the DVD's for HCP and HS (CPR/AED and First Aid). The HS instructor course materials include the HS DVD (CPR/AED and First Aid). Family and Friends materials are not included. They can be purchased separately. Instructor materials for just HCP only include the HCP materials, not the HS or First Aid.

The first day of the class, the instructor candidate completes the Provider Course for HS and/or HCP. For those HS or HCP students that will not be teaching First Aid, they only need to stay for the morning of the first day. The HS student take the HS in the morning, the HCP take the HCP/HS in the morning. If the instructor candidate paid for HCP and HS, they receive both sets of materials. The HCP Instructor candidates must successfully pass the skills and the HCP written test (84% or higher). The provider card(s) are given upon completion of the class(s). 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 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.

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

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 Contractor. The Instructor must have the AHA DVD's, manikins, an AED Trainer, pocket masks, BVM's (for HCP), student manuals and infant manikins for HS Adult/Child/Infant and for all HCP classes and First Aid supplies. It is the instructor's responsibility to 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 (all HS, and HCP). The only class that does not require cards is students completing Family and Friends.

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 (HCP manual for HCP/HS, HS manual for HS)
 - 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/Heartsaver/First Aid Instructor Course

Both sessions must be attended to achieve instructor status in addition to Monitoring

AUGUST 4, 2015 and August 20, 2015

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 Provider Including Heartsaver Instructor Course \$795.00, includes HS and First Aid if needed, or**
- BLS for Healthcare Providers Instructor Course \$645.00, does not include HS/FA**
- Heartsaver Instructor Course, \$695.00 includes First Aid**

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 refund or rescheduling to another date.

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

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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.