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Instructor Network

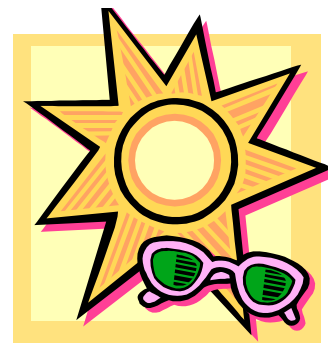
The instructor network is now up and running. The website is a great resource to you and provides all the latest information and documentation (other than exams and cards) needed to teach ECC courses. For example, the updated BLS Skills Sheet was posted there when updated in March.

To sign up for the Instructor Network website go to:

ahainstructornetwork.org.

Are you looking for answers to questions?

There is a large FAQ document that can answer scientific questions as well as



administrative ones. Look for the "Knowledge Base" link on the network.

New Card and Card Templates

Just a reminder that course completion cards will have minor changes that include security features. You will be able to use the existing cards until we run out. The new card template can be found on the **AHA Instructor network**. Features of the new Card Template:

- **Easy to use template:** A merge document template to use for this product is available from the American Heart Association Instructor Network website at ahainstructornetwork.org. Please consult your desktop software program for help with merge documents.
- The lines are aligned for use on computers or typewriters. Directions on use of the card are located on the front of each card sheet and on a "TIP SHEET" that is included in each package. On the back of the tip sheet is a practice template of the 2 or 3 card format.
- The back of the card is laminated. The card is peeled off the sheet and then folded, but will not stick together. This allows additional information to be printed on the card. The laminated back side of the card contains useful information for the card holder, such as course modules and information about the course.

**PALS & ACLS
Scheduled Classes
at Fairbanks
Memorial Hospital
Call 458-5580 to
register**

- PALS (2 Days) Sept. 7-8th
- ACLS (2 Days) Oct. 5-6th
- PALS (1 Day) Oct. 19th
- ACLS (1 Day) Nov. 3rd
- PALS (2 Days) Nov. 9-10th

Tidbits about Heartsaver Materials

Heartsaver Materials: Materials are shipping from the Distributors.

There are no longer Instructor Toolkits for Heartsaver containing an Instructor Manual, DVD or VHS, and student text like there was in the past and still is for HCP. That is because there are no longer separate Instructor Manuals for the different Heartsaver courses. There is one Instructor Manual for all Heartsaver courses including First Aid and one for Family & Friends. Those two manuals are

sold together for \$52.35.

There is no longer a First Aid Instructor card.

All BLS and Heartsaver level instructors will be able to teach



First Aid after taking the provider class.

Lastly, the Heartsaver Instructor Manual addresses the change in the skill testing and written testing policies and methods.

The answer keys for the Heartsaver workbooks, course agendas, updated child safety tip sheets, etc. can be found on the Instructor CD in the Instructor manual.

Heartsaver Exams

CURRENTS

Are you receiving Currents? Make sure you sign up to receive the national *Currents* newsletter, especially with new bridging documents released last January for ACLS & PALS. To get the most current copy, visit

www.ecc-cpr.org.

All Heartsaver exams are included in the manuals. There will be no separate exams sent out.



The answer keys for the Heartsaver workbooks, course agendas, updated child safety tip sheets, etc. can be found on the Instructor CD in the Instructor manual.

Core Instructor Course Update

AHA has informed us that the core instructor materials will be ready to ship July 31st, 2006.

The course will not be a requirement for existing instructors unless they want to add a new discipline. That means ANY instructor who completed an Instructor Course before the release of the Core Instructor Course.

Effective immediately, the BLS Instructor Exam that was issued in 2003 should no longer be used. There will be no interim exam until the Core Instructor Course is released. The Core Instructor Course will have an exam built into the course.



Instructor Courses & Renewal Courses

At this time we will not be scheduling any initial instructor courses. We have decided to wait until the new core instructor course is available. We are hoping to schedule a course in September pending the release of the core material.

We will be scheduling a few more rollout/renewal courses. The dates will be announced and posted on our website.

Remember you must have the rollout before you can teach any new material.

After JUNE 30th if you have not had the rollout you will no longer be able to teach.

The renewal requirements for all instructors are:

1. Teach 4 courses in the previous 2 years. Your watching of the Core CD gives you credit for one class regardless of your discipline.
2. Attend appropriate Science update.
3. Document confirmation of current provider status by:

- a. Current card or
 - b. Demonstrate skills.
4. Attend product orientation and update for that discipline.
 5. Document successful teaching ability (Instructor Monitoring)

The rollouts/renewals coursed are free and you can be monitored at these classes as well.



New Card Distribution Policy

Starting September 1st we will no longer be selling CPR cards in advance. To receive cards you must present a roster. According to AHA policy we must account for every card sold with a name on a roster.

To help with this change we will be offering a mailing service.

- Blank CPR Cards \$2.00
- Printed & Mailed Cards \$2.50 (You can choose to either have the

cards mailed to the students or to yourself for distribution.)

If you choose to have us print your student cards please make sure that their names are printed legibly

“Starting September 1st we will no longer be selling CPR cards in advance. ”

Check Your Rosters

Due to a computer error. I recently had to recreate our database which entailed re-entering all the CPR Rosters. The amount of improperly filled out and blank rosters was staggering. Just a few reminders:

1. Please be sure to use the CORRECT roster for your course. If you do not have that particular roster, all the rosters (and evaluation form) are available for download on our website www.iremsc.org under the American Heart Association Link.
2. Make sure to date your roster.
3. Make sure to mark off what modules you taught, this is especially important for the Heartsaver Courses.
4. Mark whether it is an initial or renewal course.
5. Keep initial and renewals separate. Please do not lump renewal students with initial students. Please write up two separate rosters. (we have to report these numbers to AHA)
6. Make sure your name is legible somewhere on the roster.



Thanks for everything!

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We're on the Web!

www.iremsc.org

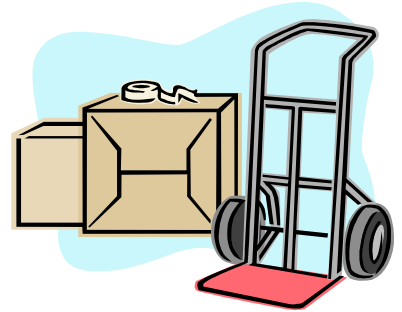


NEW STAFF MEMBER

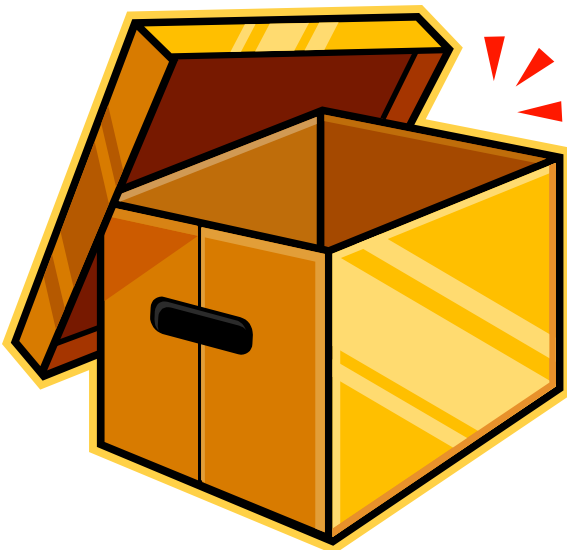
As most of you know we have a new part-time staff member Julie Lawyer. She is our resource specialist and she is doing a great job.

Julie's hours are **9am until 12pm**. We ask that you try and reserve your equipment during those hours. We know that life doesn't always work within certain hours so the rest of the staff will gladly take your orders and pass them along. You can still pick up and drop off equipment during normal business hours.

Thank you for your patience during this transition!



IREMSC MOVE IN THE WORKS



IREMSC has been looking for a new space for our office for quite awhile and we have finally been successful. We hope to close by the end of June. With a little luck we will be ready to move by the end of July.

Please have patience with us during what we hope to be a quick move. We will let you

know far in advance if/when we will have an office closure to ensure that your business will not suffer during our transition.

Please let us know of your needs as soon as possible so we can make arrangements to take care of you.