

Conway Regional Health System AHA Training Center



American
Heart
Association®

AUTHORIZED
TRAINING
C E N T E R

Training Center

- **AHA Training Center #AR04272**
- **Mailing Address:**
Conway Regional Health System
Education Department
2120 Robinson Avenue
Conway, AR 72034
- **Approximately 200 instructors affiliated with this Training Center.**
- **AHA approved Training Center for BLS, Heartsaver, and instructor courses.**
- **Geographic Region**
 - **Central Arkansas Only**

Training Center Staff

- **Training Center Coordinator:** Tilli Watson
 - Training Center Faculty
 - tilli.watson@conwayregional.org
- **Training Center Assistant:** Michelle Johnson
 - (501) 932-3200 – office
 - michelle.johnson@conwayregional.org
- **Training Center Faculty – BLS & Heartsaver:**
 - Tilli Watson, BSN, RN, CCRN-K
 - JoAnna Olson, BSN, RN

Instructor Certification

- **Instructor Certification is good for 2 years.**
 - Instructor Card trumps Provider Card.
 - If you need **BOTH** an Instructor Card and a Provider Card, please let notify TCC.
- **Initial Certification Steps**
 - Complete the Instructor Course classroom portion
 - Complete Online Instructor Course
 - Be monitored by one of our faculty members **within 6 months** of Instructor status expiration.
- **Renewal Certification Steps**
 - Teach 4 classes in the 2 years of certification.
 - Maintain current provider status as evidenced by a current provider card or demonstration of acceptable provider skills and successful completion of the provider written examination.
 - **Be monitored by one of our faculty members before instructor status expires.**
 - Attend and complete Updates as required within the previous 2 years.
 - Make a passing score on the written exam

AHA Instructor Network

- You will be given access to the AHA Instructor Network
 - You will need to register yourself
 - <http://ahainstructornetwork.americanheart.org>
- On the network you can:
 - Assign e-cards
 - Class Equipment Lists
 - Paper Roster (for sign in purposes only)
 - Skills Check Forms
 - Course Evaluation
 - FAQs and Updates
- eCards
 - MUST obtain e-mail address from your class participants
 - Physical cards are NO longer available.

Course Materials

- **The 3 AHA-approved vendors are:**
 - Channing Bete Company
 - Laerdal Medical Corporation
 - ***shopcpr.heart.org***
- **What you can buy from them:**
 - Course DVDs & Student Manuals – Only on shopcpr.heart.org
 - Manikins
 - AED Trainers
 - Masks
 - Consumables (face shields, manikin airways, etc.)

Training Center Fees

- **There are no annual fees to be aligned with the CRHS Training Center.**
- **What you charge for your courses is not mandated by the American Heart Association or by the CRHS Training Center.**
- **Card Prices**
 - **BLS** - \$5 per card
 - **Heartsaver** - \$20 per card
 - **Heartsaver k-12** - \$5 per card

Roster Submission

- Rosters must be submitted ***electronically*** to the TC within **5 days** of class completion
 - The TC **WILL NOT** accept paper rosters.
- Submit **completed** electronic roster to trainingcenter@conwayregional.org
- E-Cards will be released to the primary instructor on the completed roster within **20 business days** of ***COMPLETED*** roster submission
 - It is the Instructors responsibility to e-mail the e-cards to individual who submitted the roster
- Payment information must be included for cards to be processed
 - *Exception: Organizations that pay by invoice*

Documentation

- **You will keep for 3 years:**
 - Completed Course Roster
 - Skills check forms
 - Only for students that did not/have not yet met course completion requirements
 - Tests
 - Passing test score is 84%
 - Evaluations
 - Original or summary acceptable – must keep original if there were problems with the course
- **You will send**
 - **COMPLETED** Electronic roster only to trainingcenter@conwayregional.org