

American Heart Association Emergency Cardiovascular Care Program Instructor Renewal Checklist

Instructions:

This checklist may be used to document successful completion of Instructor renewal requirements and contact information. It is recommended that the Training Center keep the completed form in the Instructor's file.

Instructor Contact Information

Name: <input style="width: 95%;" type="text"/>	Instructor Card Expiration Date : <input style="width: 95%;" type="text"/>
Address/City: /State/Zip: <input style="width: 99%;" type="text"/>	
Phone #: <input style="width: 180px;" type="text"/>	email : <input style="width: 450px;" type="text"/>
Other Contact Information: <input style="width: 550px;" type="text"/>	
Check Discipline:	<input type="checkbox"/> HSV <input type="checkbox"/> BLS <input type="checkbox"/> ACLS <input type="checkbox"/> PALS Fax#: <input style="width: 80px;" type="text"/>
Training Center: <input style="width: 250px;" type="text"/>	Name of TC Coordinator: <input style="width: 180px;" type="text"/>

Instructor Renewal Information

<input type="checkbox"/> Provider skills successfully demonstrated?	Date of Skills Exam: <input style="width: 80px;" type="text"/>
<input type="checkbox"/> Provider examination completed with a score of 90% or higher?	Written Exam Score: <input style="width: 80px;" type="text"/>
<input type="checkbox"/> Provider skills successfully demonstrated?	
<input type="checkbox"/> Instructor update(s) attended?	
<input type="checkbox"/> Instructor Monitor Form completed and attached?	
<input type="checkbox"/> At least 4 provider courses taught in past two years or waiver obtained (see below)?	

Teaching Activity:

	Course Name	Date	Location	Station/Module
1.	<input style="width: 250px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
2.	<input style="width: 250px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
3.	<input style="width: 250px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
4.	<input style="width: 250px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>

Instructor Update or Renewal Course:

5.	<input style="width: 250px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
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<input type="checkbox"/> New Instructor card issued:	Date: <input style="width: 150px;" type="text"/>
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