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Winter Newsletter

February
2007

WHAT'S INCLUDED?

Please
Remember!

Past Due

Instructor News

New Card
Format

HS CD's—No
Sound

Website News

TC Office News

New HCP Online
Renewal Course

Instructor Renewal

New Roster Program

HCP DVD

By the Numbers

- Training Concepts has about 700 affiliating instructors.
- From 7/05 to 6/06 TC instructors trained approximately 15,800 people. Great job!
- American Heart Association has a goal of teaching 20 million people by 2010!
- Training Concepts is challenging all instructors to do their part by teaching over 17,000 people by 6/07.

Please Remember!

1. Use a date stamp for all cards you issue. The correct format for Issue Date and Renewal Date is month and year. Example; classes taught this month should say March 2007 in the issue date and March 2009 in the renewal date. Do not put the exact date, only the month and year.
2. Visit our website www.LRNCPR.com and download an **updated roster** and course evaluation sheet.
3. After teaching a class send the **roster** (keep a copy for yourself) and the **course evaluations** to us. If you taught a HCP class you need to include the exam score. It is important that we can read the name of the instructor and all of the students. Do not send skills checklists, test sheets or copies of cards.
4. Check to make sure you are using the updated HCP test from the CD labeled March 2006. This new test has 20 questions, worth 5 points each. Additional test CD's can be ordered for \$5.00.
5. New 2005 guidelines encourage the use of disposable or reusable valves when practicing with the micro-masks. Contact the office if you need to order these.
6. Student to manikin ratio is no more than 3:1 and one micro-mask per manikin is required when you are teaching.

Past Due

Training Concepts still has unpaid invoices from 2006. If you receive a past due invoice please remit ASAP or call the office with questions. Many annual affiliation fees, billed in July 2006 still have not been paid.

Instructor News

AHA offers an exclusive instructor website! You'll find teaching resources, tips and AHA updates. Sign up today as a new user at www.ahainstructornetwork.org. Once you have registered we will confirm your status and then you will be given an ID and password.

Q Q: How do I become a First Aid Instructor?

& A: The release of the 2005 Guidelines allows you to teach First Aid if you are a HCP or HS instructor by utilizing the HS Instructor manual and First Aid DVD. Training Concepts does offer a 3 hour orientation course. Watch your email for upcoming courses dates or call the office for details.

New Card Format

- The First Aid and Heart-saver/AED cards have a new format. There are circles for elective modules on the front of the card. Refer to the back of the card for the module descriptions. You must color in the circles of the modules that were NOT taught!
- If you are still using the old Heartsaver/AED or First Aid cards please use them up ASAP.

No Sound - HS CD's

There is no sound on new Heartsaver AED student CD-ROM's. Since the video clips are included as review, AHA decided to use graphics instead of audio to make the file sizes more manageable.

Website News

Our website will soon be getting a makeover! We want to make it easier for instructors to access the information they need and allow instructors and students to register for classes on the site.

Stay tuned as these changes take place over the next couple of months.



TC Office Notes

- *Thank you for your notes, gifts and prayers while Marcia was ill. She deeply appreciates your concern and is glad she is feeling better.*
- *TC has hired a new full-time employee! Susan Sjogren joins our staff as office manager and marketing coordinator. We are working to answer inquiries faster and improve order turn around time.*
- *We apologize for the backlog of paperwork over the last couple of months. Now that Marcia is on the mend and Susan has joined the staff we should be catching up soon! If you still have old outstanding business please give us a call.*

HCP Online Renewal Course

The American Heart Association has launched a new website: www.onlinetrainingplace.com. HCP renewal students can test online for \$17.50 then have an instructor test their skills. If you have a student do this, make sure to get a copy of their completion certificate and then you can issue their card after the skills test. Check our website soon for an example to verify the authenticity of the student's certificate.

Instructor Renewal

Please check the renewal date on your instructor card. We will have several instructor renewal courses each month. The class fee is \$30. If your instructor card expired after July 2006 the Guidelines Update course did not count as an instructor renewal.

New Roster Program

Training Concepts is investigating a new system that will allow instructors to acquire software which will enable you to email your completed rosters to us. Stay tuned!

HCP DVD

When teaching the HCP course you need to use the PROVIDER section on the HCP DVD instead of using the renewal section. Using the full video will allow your students to understand the new 2005 guideline changes.