



WINTER 2019 / 2020

NEWSLETTER

Greetings to LifeSavers aligned Training Center Instructors,

HELLO,

Is it just me, or doesn't it seem like it was just a blink of an eye ago that we were preparing for 2019 and now it's almost 2020? The older I get - the faster time seems to pass me by ...

Most of you are so independent that I do not hear a peep out of you other than when you order your eCards and/or you email me your rosters and evaluation forms. Do remember, I am here for any questions you may have. If you happen to email me a question, please include your direct contact number so I can give you a quick call at my earliest convenience.

2020 FORMS & PROTOCOL:

The 2020 Forms can be found on LifeSavers Website, posted under Training Center. Please discard all 2019 and previous years forms. Every once in a while, I still receive forms from years back. I will not accept them and will request you to resubmit on the proper forms.

There are still a handful of you that are not emailing me your Rosters and Evaluations. If you do not email them to your TC (LifeSavers), the course did not occur according to the AHA. It also assists your TC in monitoring the quality of your courses. It is protocol and is the right of your learners to have confirmation of their attendance. Following this protocol, is mandatory to continue your alignment and Instructor status.

Also listed under Training Center, are the Quick Links to:

- eCard Orders
- 2 Year Alignment Fee Form
- AHA Instructor Network
- Newsletter Archives
- Current Instructor Guidelines
- WorldPoint Product Ordering

WINTER 2019 / 2020

NEWSLETTER

AHA GUIDELINES UPDATE:

Prior to 2017, the official AHA Guidelines for CPR and ECC had been updated every five years. The AHA every 5 year Guideline evaluation and changes have been replaced with a continuous evidence evaluation process. (That is going to take some getting used to as I say that in every course I teach!)

The 2019 Focused Updates support our continuous evidence evaluation process and provide more frequent focused updates. Continuous evidence evaluation allows the rigor of a comprehensive review and expert consensus as new information is discovered.

Please routinely visit this information on the AHA Instructor Website.

You will find the **FOCUSED UPDATES** posted under News & Archives and Science and Guidelines News.

Please assure you have registered for the ECC Beat. If you have not, the directions to receive the ECC Beat are also on the Focused Updates page.

FIRST AID:

If you teach AHA First Aid, continue reading this section.

EpiPen training is a mandatory part of FA training.

There has been some confusion on how long you should hold the pen to the outside of the thigh. The current guidelines recommend the EpiPen being held in place for 2-10 seconds. The full dose is delivered within 3 seconds. (I continue to teach the 10 second method.)

If using the pen on a child, immobilize the leg to prevent laceration or injury.

NEVER reinsert the needle.

WINTER 2019 / 2020

NEWSLETTER

INSTRUCTOR RENEWAL:

The vast majority of you are doing an excellent job of notifying me 2-3 months prior to your Instructor Expiration month. Thank You for that!

A few of you have found out the hard way that there is no grace period if you miss your expiration month. (In that event, you must retake the Initial Instructor Course.). Do yourself a favor and put a reminder on your calendar to email me 2-3 months prior ☺.

For those of you who have not had your first instructor renewal, it is quite painless. I simply come and have you complete a skills evaluation and observe (monitor) you while you teach. You can register for your Instructor Renewal on LifeSavers website posted under Courses. The fee for renewal continues to be \$100.00.

I want to remind you that you have the flexibility to adapt and alter your courses accordingly to the needs of your learners. I for one, do not show every section of the DVD. Often during monitoring, I notice most of you do show them all. I feel there should be a bit less audio and more hands on. It is also very important to add several site specific scenarios to your classes and make them realistic – “Ribs are cracking”, “there is no mask”, “they are throwing up” etc. ...

Also, teach your students to coach and encourage one another like you would in reality.

TRAINING CENTER REALIGNMENT:

For those of you that are going to continue teaching AHA Courses for the next 2 years, it is time to renew your TC alignment.

The fee is (\$5.00 monthly per Instructor) totaling \$120.00 for period of January 2020 to December 2021. This payment is due by January 3rd, 2020.

If you are personally responsible for this payment and you are suffering from financial hardship, please email me so we can make other arrangements.

You will find the 2 year alignment fee registration and payment options under Training Center.

Please email me if you are no longer teaching or are no longer aligning with LifeSavers Training Center. In that event, please enter “Will not be renewing alignment” in the subject line of your email. A few of you have already notified me of your retirement or job change, but please still email me formally of your change of status for my records.

WINTER 2019 / 2020

NEWSLETTER

TRAINING CENTER REALIGNMENT (cont...):

If you have not made your payment or notified me regarding needing special accommodations by 1.3.2020, I will assume you want to be removed from LifeSavers database and the Instructor Network.

Once again, several of you have already completed your realignment and submitted it. Thank You for being ahead of your Training Center Coordinator!

eCARDS:

It appears that you are getting used to eCards and their ins and outs. I do my very best to get your eCard order placed in your eCard Inventory as soon as I can. There are times when others have placed a very large order ahead of yours. I immediately place a WorldPoint eCard order to replenish my TC inventory so I can complete your orders as soon as possible. My goal is to send them the same day, but it can take up to 3 days. (I truly appreciate your patience)

Please be very mindful to order the correct type of cards. I have been receiving so many eCard orders for the incorrect type of card. This requires a lot of my time to correct the error. Please double check the type of card before you submit your order. I also need to remind myself to slow down, as I have also made errors and sent you the incorrect type of card and sometimes the incorrect number. Therefore, you need to keep your eye on me too!!

It is imperative that you wait until the learner successfully completes the course before you issue the eCard to them. Once you issue it, you CANNOT get that card back into your inventory. If they have already claimed it, you can call the AHA Instructor Network and ask them to block it. If the learner took a screenshot of it or printed it, you have just issued a card to someone that did not successfully complete the course. So...**WAIT** until the end of the course to issue the cards.

The Instructor eCards were finally released this month. I have a few paper cards left and then I will begin sending instructor eCards as you complete your Instructor Renewals.

WINTER 2019 / 2020

NEWSLETTER

eCARDS (cont.) :

Please review the following information regarding eCard tips – also:

eCard Helpful Hints – Always preorder your cards in advance - Some of you are ordering them in 2's and 3's – while this is fine, you may want to consider ordering a larger number of cards so they are already in your eCard Inventory on your AHA IN Dashboard.

Always request your students to claim their eCard immediately after successfully completing the course – in the classroom, if possible. (Having a stock of cards in your inventory will make this possible.) This will reduce phone calls and emails from your students having difficulty claiming their cards. I recommend that you request that the student enter their name and email directly on a computer themselves – remind them to double and triple check that the email was entered correctly – or they will not receive their card.

In the event, that they did not receive their card – hence they did not enter email correctly, you can edit the card by following these steps:

***Go to your AHA Dashboard, click eCards, click manage eCards, scroll down and click search eCards, go to bottom right side and enter the course date in question, find the students name and go to far right and click the edit button (it looks like a pencil), then edit the Name or Email address that was entered incorrectly, and lastly click the “save changes” and resend the eCard.

Remind your students to take a screen shot of their card and save it to a folder on their device.

In the event that a student has lost their previous paper card – DO NOT replace it with an eCard unless you can confirm they successfully completed the course on a past Roster.

WINTER 2019 / 2020

NEWSLETTER



ON A PERSONAL NOTE:

I am SO proud of each and every one of you for continuing to teach lifesaving skills to others. Teaching is not for everyone and is definitely not the easiest job to do. It takes skill, patience and a passion to do it right.

Thank you for taking time out of your busy schedule to read this Newsletter and follow the requested instructions.

Since the Holidays are upon us, and training is very slow this time of year, LifeSavers will be closed between the dates of 12.23.2019 to 1.02.2020. If you need any assistance from me, including eCard orders, please notify me before or after the above dates. I will not be returning calls or checking emails during this time.

The day after Christmas my husband, Dave and I will be helping our son move to Fort Rucker Alabama as he starts flight school on his venture to become a Helicopter Pilot in the United States Army. He graduated from UND in May of this year as a 2nd Lieutenant. Logan is our one and only so this is going to be a very bitter sweet Holiday for our family.

Happy Holidays and Happy New Year to my Wonderful LifeSavers Team!

Regards,
Sandy