

**Memo**

**Monthly Update  
July 2005**

**TO:** PA Training Center Coordinators  
PA Regional Faculty

**CC:** Michael Mooney, Regional Manager  
Cynthia Kennedy, Territory Director  
Timothy Williams, District Director  
Meisha Forbes, Service Center Associate  
Kevin Sorge, Director of Field Operations and Training  
Sandra Hijikata, Executive Vice President  
Tom Price, Vice President, HICA  
David Frazer, Senior Director, Heart and Stroke  
Patrick Von Keyserling, Director of Communications  
Marty Raniowski, Director of Public Advocacy  
ECC Committee Members

**FROM:** Catherine Whitlock  
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**American Heart Association**

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**SUBJECT:** July 2005 Monthly Update

**Share This Update with your Instructors!**

**PENNSYLVANIA HAS A NEW REGIONAL MANAGER!**

It is my pleasure to announce that Gregory Widmer has accepted the position of Pennsylvania Regional Manager, effective August 8th, 2005.

Greg brings with him a wealth of knowledge and experience, including serving as a District Trainer specializing in H&S courses and management training, an EMT with 17 years experience and an ARC CPR instructor. The skills he demonstrates; project management, sales & customer service will surely benefit the ECC department.

He is housed in the Pittsburgh PA office. He can be reached at (412) 824-3122. His e-mail address is [gregory.widmer@heart.org](mailto:gregory.widmer@heart.org) <mailto:gregory.widmer@heart.org>. This email will not be effective until August 8<sup>th</sup>.

Greg's enthusiastic disposition is guaranteed to lead the PA region in countless ways.

## **CLARIFICATION ABOUT ADMINISTRATIVE REVIEWS AND COURSE MONITORING FOR CONTRACT RENEWAL**

Many Training Centers were up for contract renewal this past June. As part of the renewal process, there are three processes that must be completed in order for a renewal contract to be granted:

1. A successful Administrative Review completed by your Regional Faculty for all disciplines offered,
2. Successful Course Monitoring by Regional Faculty for all disciplines offered, and
3. Two copies of the renewal agreement signed by an authorized agent.

During the 2005 renewal period we faced many challenges, as this process was new to some of you, TC Coordinators, Regional Faculty and the Service Center alike. We feel this process was successful, but certainly has room for improvement.

Upon renewal, some of you received a letter advising we have not received the Administrative Review (AR) or Course Monitoring (CM) paperwork. In the letter, these items were abbreviated and caused some confusion. Many had never been aware that these requirements existed. In light of this, I wanted to provide some clarification.

The role of Regional Faculty is a volunteer position, whereby members serve as mentors to the TC they are assigned to in the discipline they are approved for. They are considered the experts in their field, and as such, can answer the technical questions and concerns from the TC that the Service Center is unable to answer. As part of their commitment to the AHA, they agree to conduct the Administrative Review and Course Monitoring as part of the Quality Assurance process the AHA holds in highest regard. They should be objective, and help to improve the process within the TC by conducting the AR and CM once every 2 years. Furthermore, upon conducting these reviews, must send the appropriate paperwork to the Service Center for review and subsequent renewal.

For more information around the specifics of the contract renewal process, please refer to the Program Administration Manual, p. 74 which outlines the renewal process. For those who do not have a copy, please go to [www.americanheart.org/cpr](http://www.americanheart.org/cpr) and enter "Program Administration Manual" into the search engine to download for free the manual. It can also be purchased from any of our distributors.

## **ECC UPDATES**

### **COURSE COMPLETION CARDS**

Please see the attached memo with regard to issuance of Course Completion cards.



"Course Card  
Issuance memo.doc"

### **ECC GUIDELINES - Reminder**

In preparation for ECC Guidelines, please encourage your instructors, TCF's and other folks connected to the training network to SUBSCRIBE to "Currents". You may sign up to receive the FREE electronic version, or may subscribe to have the hardcopy delivered for a fee.

By subscribing, you will ensure that you are in the know with respect to the specifics around the Guidelines changes, as the CoSTR statement on the guidelines changes will first appear here in November, 2005. Be the first to know!

To Subscribe click on the link provided [www.americanheart.org/cpr](http://www.americanheart.org/cpr) and when the home page opens click on the Subscribe link on the bottom right of the screen. The Summer 2005 issue is available right now.

Please see the attached documents for more details around the timeframe for Guidelines release.



"Guidelines  
timeframe.pdf"



"TN letter -  
Guidelines 2006 pro"

### **INTERNATIONAL TRAINING**

All Training Centers should have received an email with regard to the collection of data for those of you doing any International Training along with what steps to take when you are asked to teach in another country. If you did not receive this email please contact the Service Center

### **PALS ONLINE**

The AHA announces the availability of a new PALS training option called PALS Online. This program is a tool solely for training centers to use in the delivery of PALS training. Following the completion of an online PALS component, a student must also attend an 8 hour classroom session to complete PALS course completion requirements. Complete details about the program are found in the memo that is attached.

To help provide support to training centers wishing to utilize this option for PALS training, the AHA has hired a consultant whose sole focus is supporting the PALS Online course during its introduction. Her name is Pat Seratti and she may be contacting you as a PALS Training Center to answer your questions and assist you in using this program. Pat can be reached at 314-612-5757.

## **NEW PRODUCT ANNOUNCEMENTS**

## **NEW PRODUCT ANNOUNCEMENT**

**70-2345 Pediatric Intraosseous Access** (VHS-format video)

**70-2346 Pediatric Intraosseous Access** (DVD-format video)

**Description:** This short, 10-minute video focuses on the core PALS skill of establishing intraosseous (IO) access in critically ill or injured children. The video, available in both VHS and DVD formats, is designed for use in the vascular access skills practice station of the PALS Course. The topics covered are sites for IO infusion, indications for IO access, proper technique for placing an IO needle, appropriate needle placement and immobilization, complications associated with the technique, and removal of the device.

**Purpose:** For use by instructors of the PALS Course as a part of a core skills practice station to achieve consistency in the message delivered to learners, enhancing the safety and efficacy of IO access provided to children.

## **REGIONAL HIGHLIGHTS**

### **June 2005 Forums – THANK YOU!**

During the last week of June (27<sup>th</sup>-30<sup>th</sup>) we held a series of forums, and want to thank our hosting TC's for their support and willingness to host us.

June 27, 2005 – The Good Samaritan Hospital, Lebanon, PA

A special thank you to Kay Deaner (ECC Committee Chair) for hosting this event, and helping to ensure its success!

June 28, 2005 – Bon Secours Campus of the Altoona Regional Health System, Altoona, PA

A special thank you to Kathi Terlinksy (ECC Committee member, BLS National Faculty) for her willingness to host this important event!

June 29, 2005 – Jameson Hospital, New Castle, PA

A special thank you to Char Verdi, TC Coordinator for Jameson Health System, for offering space and resources to conduct this successful forum!

June 30, 2005 – Emergycare, Erie, PA

A special thank you to Jim Kifer, TC Coordinator for Emergycare, Inc., an EMS hub for the Erie region, for his willingness to host this event – a first time in many years for the Erie region, and for this we are grateful!

Thank you to all who traveled from afar to join us. Our hope is that these were of value to you, and that you left with the information you needed. If nothing else, the games were fun!

We would love to hold more forums, and with Guidelines 2005 just on the horizon, we will need to hold more. If you are interested in serving as the host of a TC Forum, please contact the Service Center.

## **UPCOMING FORUMS**

### **PA REGIONAL FACULTY FORUMS**

Dates and locations to be determined still, however, our intention is to hold a series of RF Orientations in mid to late September throughout Western PA. If you are willing and/or able to host these events, please contact the Service Center.

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### **REMINDERS:**

#### **TRAINING CENTER FACULTY CARDS**

The Service Center has finally received its shipment of TCF cards. If you have not received yours please advise the Service Center. If you have not yet requested TCF cards, please use the attached form to do so.



"Request form for  
TCF Cards - Meisha.d

#### **ACLS, BLS, PALS, AND HEARTSAVER INSTRUCTOR COURSES**

**Let us send students your way!!** To assist you in promoting your courses and better meet the requests of the community, please share information for upcoming provider and instructor courses at your TC or Site with the Service Center. We ask that you share with us lists and contact information on any and all of your courses.

#### **SKILLS TESTING SITES AND ACLS EP PROVIDERS**

Does your Training Center provide skills testing for our E-Learning Programs? Do you currently offer ACLS EP Courses? Help us to help you! Many requests come into the Service Center about these two options, and currently we have very little information around which Training Centers provide skills testing as well as which TC's offer ACLS EP. Please advise the Service Center if your Training Center offers either of these so that we can send students to you!

### **YOUR ECC SERVICE CENTER CONTACTS:**

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