

Memo

May 2005

TO: PA Training Center Coordinators
PA Regional Faculty

CC: Michael Mooney, Regional Manager
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Timothy Williams, District Director
Meisha Forbes, Service Center Associate
Kevin Sorge, Director of Field Operations and Training
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SUBJECT: May 2005 Monthly Update

Share This Update with your Instructors!

IMPORTANT INFORMATION

ECC Regional Service Center Closed: May 23 - 26

The Regional Service Center will be closed the last week of May due to all staff attending the Eastern District ECC Staff Meeting in Miami, Florida. Training Center Coordinators, please contact your Regional or National Faculty if you have any urgent questions during that time.

ECC UPDATES

UPCOMING FORUMS

During the last week of June (26th-30th) ECC will be holding forums in the Lebanon, New Castle and Erie Regions. A new Training Center Coordinator Orientation will be held in Altoona, PA. To clarify the difference between the two, an Orientation will cover the "how-to's" from more of a Training Center Operations standpoint, whereas a forum is the TC's opportunity to pose questions and concerns to the ECC staff, as well as provide TC's with updates. If you're unsure as to which you should attend, please contact the Service Center for more information. Please see the attached registration forms for more information.



"June 27 TC Forum
Good Sam.doc"



"June 28 New TCC
Orientation.doc"



"June 29 Forum
Jameson Hospital.doc"



"June 30 Emergycare
Forum Erie.doc"

REGIONAL FACULTY ORIENTATION

No official dates have been set as of yet, however, ECC Staff in collaboration with the ECC Committee are currently in the process of planning a series of Regional Faculty Orientations for the Western half of the state, with an anticipated timeframe of early Fall. More information will be forthcoming as we secure dates and locations.

GUIDELINES UPDATE

Provided by Mike Mooney

The American Heart Association is right on track to the publication of Guideline 2005 for CPR & ECC. Once G2005 is released cutting edge people will want to include this exciting new information in their programs right away. Others may wish to wait until the release of the complete program material packages before switching to the new curriculum. Either way the AHA is working with you to provide the best training available.

AHA has gone to great extents to make sure things are delivered on time, and complete. We continue to develop new programs and products to meet the needs of a variety of users. Science has shown that CPR, when done correctly, increases survivability. Instructors and faculty must appreciate their role, and understand the importance of proper training in the reduction of disability and death from sudden cardiac arrest.

Further studies have shown that the instructor is a major factor when people choose courses. Along with the new science guidelines the AHA is developing an all new Instructor program. The AHA has committed significant resources to this initiative and promises to set a new educational standard for the industry. The AHA is taking giant steps in providing the best possible support network for our instructors, recognizing the vital role they play in this process.

This is an exciting time to be with the AHA. As we approach the release of these wonderful new programs Training Centers, Faculty and Instructors must prepare to move into the curricula. Attached is a letter from Jo Haag, Director of Training for ECC. In this letter Jo outlines the anticipated release of the new G2005 programs. Please consider the impact this will have on budgets in the coming year, and plan accordingly.

Thank you for being part of the “Gold Standard” in ECC training programs. If you have any questions, please call the ECC Service Center at 888-CPR-LINE.



"G2005 - Guidelines
2006 products releases

NEW PRODUCT ANNOUNCEMENTS

WORLDPOINT ONE SOFTWARE

One of our ECC Material Distributors, WorldPoint ECC, has created a software program designed exclusively so an AHA TC Coordinator can access course data at the touch of a button. With this software, a TCC can easily track class registration and teaching assignments; create and print professional rosters and course cards in minutes, maintain inventory; and streamline your paperwork so you have more time to manage (and expand) the reach of your life-saving training. The Service Center has received many phone calls regarding WorldPoint One and while we are happy that many TCs are using this software or some other form of electronic database to alleviate administrative burden, some clarification needs to be issued.

Per the 2004 Program Administration manual, TCs can store their records as hard copy or electronic. To protect against a possible loss of records, all electronic files must be backed up on a regular basis (Chapter 5, page 68). If a TC chooses to store files electronically, a grey area exists in what exactly can be stored on a computer. Course documents like rosters, summary of evaluations and dates of courses taught by a specific Instructor can be stored electronically. Documents that must be maintained in an Instructor or TCF's folder, like monitoring forms, renewal checklists and copies of their Instructor cards, are difficult to store electronically because they contain signatures. The only way to store these documents electronically would be to utilize a computer scanner.

WorldPoint One and other electronic databases only have the capability to collect and store course information, which eliminates the need for a hard copy course file. However, please note that these software programs do not eliminate the need for a hard copy Instructor file. All documents listed under “Instructor and TCF Records” on page 69 of the Program Administration Manual and those listed under “Instructor-Focused Functions” on page 8 of the TC Administrative Review must still be kept in a paper file unless you have the ability to scan every document into a computer.

To purchase WorldPoint One, please contact WorldPoint ECC at 888.322.8350.

2005 COURSE CARD REFERENCE GUIDE

The Course Card Reference Guide has been updated and is on the ECC webpage at <http://www.americanheart.org/presenter.jhtml?identifier=3011846>

The guide is now dated April 2005. You may freely copy and distribute the Guide in its entirety to any instructor, training center, customer, or agency you contact. Training Centers may also copy it in its entirety for distribution to instructors.

Correction on the Reference Guide: On page 2 under Duplication/Replacement of Lost Cards it now reads: *Issuance of a duplicate card must be indicated on the roster.* This is also found on page 79 of the Program Administration Manual. ***Please do not type***

Duplicate on the actual course card. This Guide is a pictorial review of the cards. It is not a policy document. Always refer to the PAM for any policies about card issuance.

New Product: AHA/AACN ACLS: Acute Coronary Syndromes & Stroke eReference (70-2511)

This eVersion (software) for PDAs of the *Acute Coronary Syndromes & Stroke Pocket Reference Card (70-2511)* provides algorithms common to acute coronary syndromes and stroke, the relationship of the 12-lead ECG to coronary artery anatomy, and appropriate treatment protocols. A joint project of the American Association of Critical-Care Nurses and the AHA, this product for Palm OS will be available through the PDA Center on the AACN website <http://aacn.pdaorder.com/welcome.xml>. A pocket PC version will be available soon. This eReference product is currently available for \$12.50.

New Product: Chain of Survival Brochure (70-2332)

This brochure replaces the *Saving Lives with Chain of Survival Brochure (70-1168)*, which has been discontinued. This new brochure explains the AHA Chain of Survival and highlights the importance of each link in the Chain – from Early Access to Early CPR to Early Defibrillation to Early Advanced Care – in increasing survival from sudden cardiac arrest. This product is currently available at the distributors for \$15.00 (25 brochures).

REGIONAL HIGHLIGHTS

On April 29th, Pennsylvania/Delaware ECC held its first ECC Resource Seminar at the Ramada Inn in Essington, PA. Based on the evaluations we received, this conference was a huge success! Instructors, Volunteers and AHA Staff from 7 states made the trek to Philadelphia to hear our National Leadership discuss the progress and impact of the Guidelines 2005 release. Many were pleased to meet with fellow Instructors and network, as well as ask questions of the panel members. This turned out to be an important piece of this conference that an entire day could have been devoted to. The creative wheels are already turning to plan for our next big project.

REMINDERS:



VISIT OUR WEBSITES FOR THE MOST UP TO DATE ECC INFORMATION

For current instructor and course information please visit: www.americanheart.org/cpr. Changes have been made to the 2004 Program Administration Manual including a new Instructor/TCF renewal checklist. This checklist includes passing the BLS/Heartsaver Instructor written exam with an 84% or higher. *The checklist in Appendix C of the hard copy Program Administration Manual does not include this mandatory requirement.*

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!

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