

2015 Guidelines Instructor Essentials Blended Learning FAQ



CPR & Emergency Cardiovascular Care

Updated June 2018

NOTE: This FAQ does not cover ACLS EP Instructor Essentials, which is a classroom only course.

Q: What are the Instructor Essentials Blended Learning Courses?

A: The AHA's Instructor Essentials Courses are designed to prepare instructor candidates to teach AHA Instructor-led and blended learning courses. The courses educate instructor candidates on how to adequately use AHA Instructor teaching materials, ensure that students meet learning objectives, offer student coaching skills, provide an objective skills performance evaluation, and follow AHA Instructor and course policies. Each course covers core content and discipline-specific content required to teach AHA courses.

Instructor Essentials Courses include:

- BLS Instructor Essentials
- Heartsaver Instructor Essentials
- ACLS Instructor Essentials
- PALS Instructor Essentials
- PEARS Instructor Essentials

Q: What is the format of the Instructor Essentials Courses?

A: The AHA's Instructor Essentials Courses are taught in a blended learning format. AHA Instructor candidates must complete the online portion, followed by the classroom portion conducted by Training Center Faculty.

Q:

A: Why did the AHA create the Instructor Essentials Courses?

The AHA's Instructor courses and materials aid in providing quality and consistency in all Instructor training. In developing Instructor training, the AHA's goal was to recognize and respect the time constraints of Instructor candidates and Faculty while not compromising on the need for quality Instructor development.

Target Audience

Q: Who is the target audience for the AHA's Instructor Essentials Course?

A: This course must be completed by candidates who wish to become AHA Instructors.

Additionally, the following roles must complete the online portion of the Instructor Essentials Course:

- All AHA Faculty (Regional and Training Center) who teach AHA Instructor courses must take the course for their discipline.
- Current AHA Instructors who are adding a new discipline must take the course for that discipline

Q: What are the prerequisites for taking an Instructor Essentials Course?

A: Before taking this course, instructor candidates must have aligned with an AHA Training Center that is accepting new Instructors and that is offering the discipline they wish to teach. Instructor candidates must have a completed Instructor Application on file with their accepting Training Center. Candidates must have a current provider course completion card in the discipline they wish to teach.

Course Completion Requirements

Q: Does successful completion of the Instructor Essentials Course result in receipt of an AHA Instructor card?

A: No. Completion of the AHA Instructor Essentials Course is one of the requirements to become an Instructor. To earn an AHA Instructor card, instructor candidates must complete all steps of the process for becoming an AHA Instructor.

Q: What is the full process for becoming an AHA Instructor?

A: To become an AHA Instructor, instructor candidates must

1. Be accepted by an AHA Training Center offering their discipline before enrolling in an Instructor Essentials Course and have a completed Instructor Candidate Application on file with the accepting Training Center
2. Have a current AHA Provider course completion card in the discipline they wish to teach and be proficient in all skills specific to that discipline
3. Successfully complete the Instructor Essentials Course, including both the online portion and classroom/hands-on session

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4. Successfully be monitored teaching within 6 months of completing the hands-on session of the Instructor Essentials Course (Training Center Coordinators may require additional monitoring, if needed)
5. Also, all AHA Instructors must register and be confirmed on the [AHA Instructor Network](#) to receive their AHA Instructor ID #, which must be used to issue course completion cards.

Q: Is there an exam that instructor candidates must complete? When is the exam administered? What is score must be achieved on the exam?

A: Yes. Each Instructor Essentials Course Exam is administered during the classroom portion of the Instructor Essentials Course. Instructor candidates must achieve a score of 84 percent or higher on this exam to successfully complete the Instructor Essentials Course.

Course Length

Q: How long does it take to complete the online portion of the Instructor Essentials Blended Learning Course?

A: Depending on the student's experience, the online portion including the Core Module takes:

- BLS Instructor Essentials: approximately 1.25 hours
- Heartsaver Instructor Essentials: approximately 1 hour
- ACLS Instructor Essentials: approximately 1.25 hours
- PALS Instructor Essentials: approximately 1.25 hours
- PEARS Instructor Essentials: approximately 1.25 hours

Q: What is the length of the classroom portion of the Instructor Essentials Blended Learning Course?

A: Following the sample agendas included in the Instructor Essentials Faculty Guide, the time for the classroom portion led by Faculty is:

- BLS: approximately 5 hours, without breaks
- Heartsaver: approximately 4.75 hours, without breaks
- ACLS: approximately 7 hours, without breaks
- PALS: approximately 7 hours, without breaks
- PEARS – approximately 7 hours, without breaks

Instructor Essentials Course Materials

Q: What materials are available for the Instructor Essentials Blended Learning Course?

A: Materials include the following:

BLS Instructor Candidate Materials:

- BLS Instructor Essentials – AHA product #15-1420; available through AHA ECC Distributors
- BLS Instructor Candidate Workbook – free resource available to AHA TCCs to provide to BLS instructor candidates (via the [AHA Instructor Network](#)) or accessible in the Resources section of BLS Instructor Essentials Online

BLS Faculty Materials:

- BLS Instructor Essentials Faculty Guide – free resource available to AHA TCCs to BLS Faculty (via the [AHA Instructor Network](#))
- BLS/Heartsaver Instructor Essentials Course DVD – AHA product #15-1067; available through AHA ECC Distributors

Heartsaver Instructor Candidate Materials:

- Heartsaver Instructor Essentials – AHA product #15-1418; available through AHA ECC Distributors
- Heartsaver Instructor Candidate Workbook – free resource available to AHA TCCs to provide to Heartsaver instructor candidates (via the [AHA Instructor Network](#)) or accessible in the Resources section of Heartsaver Instructor Essentials Online

Heartsaver Faculty Materials:

- Heartsaver Instructor Essentials Faculty Guide – free resource available to AHA TCCs to BLS Faculty (via the [AHA Instructor Network](#))
- BLS/Heartsaver Instructor Essentials Course DVD – AHA product #15-1067; available through AHA

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ECC Distributors

ACLS Instructor Candidate Materials:

- ACLS Instructor Essentials – AHA product #15-1419; available through AHA ECC Distributors
- ACLS Instructor Candidate Workbook – free resource available to AHA TCCs to provide to ACLS instructor candidates (via the [AHA Instructor Network](#)) or accessible in the Resources section of ACLS Instructor Essentials Online

ACLS Faculty Materials:

- ACLS Instructor Essentials Faculty Guide – free resource available to AHA TCCs to ACLS Faculty (via the [AHA Instructor Network](#))
- ACLS/ACLS EP Instructor Essentials Course DVD – AHA product #15-1068; available through AHA ECC Distributors

PALS Instructor Candidate Materials:

- PALS Instructor Essentials – AHA product #15-1417; available through AHA ECC Distributors
- PALS Instructor Candidate Workbook – free resource available to AHA TCCs to provide to PALS instructor candidates (via the [AHA Instructor Network](#)) or accessible in the Resources section of PALS Instructor Essentials Online

PALS Faculty Materials:

- PALS Instructor Essentials Faculty Guide – free resource available to AHA TCCs to PALS Faculty (via the [AHA Instructor Network](#))
- PALS/PEARS Instructor Essentials Course DVD – AHA product #15-1067; available through AHA ECC Distributors

PEARS Instructor Candidate Materials:

- PEARs Instructor Essentials – AHA product #15-1416; available through AHA ECC Distributors
- PEARs Instructor Candidate Workbook – free resource available to AHA TCCs to provide to PEARs instructor candidates (via the [AHA Instructor Network](#)) or accessible in the Resources section of PEARs Instructor Essentials Online

PEARS Faculty Materials:

- PEARs Instructor Essentials Faculty Guide – free resource available to AHA TCCs to PEARs Faculty (via the [AHA Instructor Network](#))
- PALS/PEARS Instructor Essentials Course DVD – AHA product #15-1067; available through AHA ECC Distributors

Instructor Essentials Online Portion

Q: What is Instructor Essentials Online?

A: Instructor Essentials Online is the self-directed, online portion of the Instructor Essentials Blended Learning Course. It includes two modules: core and discipline specific.

The core module covers the components of the instructor cycle, including Prepare, Teach, Test & Remediate, Close, and Keep Current. It includes core information about instructing all AHA courses, important instructor competencies, and program administration information.

The BLS module covers in-depth, course-specific information for the following courses:

- BLS Provider Instructor-Led Training (ILT)
- HeartCode BLS Blended Learning
- Heartsaver First Aid CPR AED ILT and Blended Learning
- Heartsaver CPR AED ILT and Blended Learning
- Heartsaver First Aid ILT and Blended Learning
- Heartsaver Pediatric First Aid CPR AED ILT and Blended Learning

The Heartsaver module covers in-depth, course-specific information for the following courses:

- Heartsaver First Aid CPR AED ILT and Blended Learning

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- Heartsaver CPR AED ILT and Blended Learning
- Heartsaver First Aid ILT and Blended Learning
- Heartsaver Pediatric First Aid CPR AED ILT and Blended Learning
- Heartsaver Bloodborne Pathogens

The ACLS module covers in-depth, course-specific information for the following courses:

- ACLS Provider Instructor-Led Training (ILT)
- HeartCode ACLS Blended Learning

The PALS module covers in-depth, course-specific information for the following courses:

- PALS Provider Instructor-Led Training (ILT)
- HeartCode PALS Blended Learning

The PEARS module covers in-depth, course-specific information for the following courses:

- PEARS Provider Instructor-Led Training (ILT)

Q: What are the features of Instructor Essentials Online?

A: Following are features of the online portion:

- Self-paced, accessible wherever Internet access is available
- Presented in two parts: Core and discipline specific; both must be completed
- Includes interactive exercises and videos
- Includes Resource Center with access to AHA's Program Administration Manual, the Instructor Candidate Workbooks, the Instructor Essentials Classroom Checklists, and quick links to the AHA Instructor Network and cpr.heart.org
- Certificate of completion available to print when the online portion has been completed successfully; certificate must be presented for access to the hands-on, Faculty-led session
- Students have access to all information in the online portion for 24 months after activation of their key to help reinforce what they have learned
- Includes audio and subtitles for any students who may have a visual or auditory disability
- Continuing education credits available

Q: How can Faculty and Training Center Coordinators verify the authenticity of Instructor Essentials Online certificates of completion?

A: Certificates can be verified at https://elearning.heart.org/verify_certificate.

Q: Can instructor candidates log in and out of Instructor Essentials Online?

A: Yes. Candidates can enter and exit a course as often as necessary. If they aren't active in the course for 30 minutes, their user session will expire. When this happens, a message will notify candidates their session expired. Candidates will simply log in again and return to the course, where they will see all their completed exercises have been saved.

Q: Can course material be accessed after the online portion is completed?

A: Yes, candidates may access all material included in Instructor Essentials Online for 24 months following initial activation of their course key.

Information for Faculty Teaching the Instructor Essentials Classroom (Hands-on) Portion

Q: Who can conduct the classroom/hands-on portion of the Instructor Essentials Course?

A: The classroom/hands-on portion of Instructor Essentials may be taught by current AHA Training Center or Regional Faculty. Prior to teaching the new course, AHA Faculty who provide Instructor training must complete the online portion of Instructor Essentials for their specific discipline.

Q: Can Training Centers purchase one copy of the Instructor Essentials online portion and conduct in-person training for all their Training Center Faculty, documenting that this update was completed as a group?

A: No. As Training Center Faculty specifically responsible for conducting Instructor courses, each Training Center Faculty must complete Instructor Essentials Online for the discipline they teach individually to ensure full

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knowledge and understanding of the content and delivery of the Instructor Essentials Course. Also, each Training Center Faculty must have access to his or her own Instructor Essentials Online course for reference and review after completion. Finally, group training is not allowed because Training Center Faculty appointment is Training Center-specific and non-transferrable. Therefore, documentation of a Training Center Faculty member's completion of Instructor Essentials Online in a group setting would not be transferrable should the Training Center Faculty move to another Training Center.

Live/group training is not acceptable for any Regional Faculty who teach Instructor courses. Only individual completion and documentation will be recognized and accepted for current and future Regional Faculty who teach Instructor courses.

Q Can the BLS Instructor Essentials Course be used to train Heartsaver instructor candidates?

A: No, instructor candidates who only plan to teach Heartsaver courses must be trained using the Heartsaver Instructor Essentials Course. To take the BLS Instructor course, an instructor candidate must have a current BLS Provider card which may not be the case for all Heartsaver instructor candidates.

Continuing Education

Q: Do the Instructor Essentials Blended Learning Courses offer continuing education (CE/CME)?

A: Yes.

The following CE is available upon successful completion of the BLS online portion:

The American Heart Association is accredited by the American Nurses Credentialing Center (ANCC), the Accreditation Council for Pharmacy Education (ACPE), and the Accreditation Council for Continuing Medical Education (ACCME), to provide continuing education for the healthcare team.

AMA Credit Designation Statement – Physicians

The American Heart Association designates this enduring material for a maximum of 1.25 *AMA PRA Category 1 Credit™*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

AAPA Credit Acceptance Statement – Physician Assistants

AAPA accepts certificates of participation for educational activities certified for *AMA PRA Category 1 Credit™* from organizations accredited by ACCME or a recognized state medical society. Physician assistants may receive a maximum of 0.50 hour of Category I credit for completing this program.

AANP Credit Acceptance Statement – Nurse Practitioners

American Academy of Nurse Practitioners (AANP) accepts *AMA PRA Category 1 Credit™* from organizations accredited by the ACCME.

***AMA Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-months claiming period.*

ANCC Credit Designation Statement – Nurses

The maximum number of hours awarded for this CE activity is 1.25 contact hours.

***ANCC Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ACPE Credit Designation Statement – Pharmacists

ACPE Credit: 1.25 Contact Hours. Universal Program Number: 0256-0000-16-915-H05-P

***ACPE Credit must be claimed within 30 days of participation. ACPE credit will no longer be available to claim after the 30-day period has elapsed.*

Continuing Education Accreditation – Emergency Medical Services

This continuing education activity is approved by the American Heart Association, an organization accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE), for 1.25 Educator CEH, activity **number 16-AMHA-F3-0344**.

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***CAPCE credit must be claimed within 6 months of attendance. CME/CE credit will no longer be available to claim for this activity after the 6-month claiming period.*

The following CE is available upon successful completion of the Heartsaver online portion:

The American Heart Association is accredited by the American Nurses Credentialing Center (ANCC), the Accreditation Council for Pharmacy Education (ACPE), and the Accreditation Council for Continuing Medical Education (ACCME), to provide continuing education for the healthcare team.

AMA Credit Designation Statement – Physicians

The American Heart Association designates this enduring material for a maximum of 1.00 *AMA PRA Category 1 Credit™*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

AAPA Credit Acceptance Statement – Physician Assistants

AAPA accepts certificates of participation for educational activities certified for *AMA PRA Category 1 Credit™* from organizations accredited by ACCME or a recognized state medical society. Physician assistants may receive a maximum of 1.00 hour of Category I credit for completing this program.

AANP Credit Acceptance Statement – Nurse Practitioners

American Academy of Nurse Practitioners (AANP) accepts *AMA PRA Category 1 Credit™* from organizations accredited by the ACCME.

***AMA Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ANCC Credit Designation Statement – Nurses

The maximum number of hours awarded for this CE activity is 1.00 contact hour.

***ANCC Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ACPE Credit Designation Statement – Pharmacists

ACPE Credit: 1.00 Contact Hours. Universal Program Number: 0256-0000-17-004-H04-P

***ACPE Credit must be claimed within 30 days of participation. ACPE credit will no longer be available to claim after the 30-day period has elapsed.*

Continuing Education Accreditation – Emergency Medical Services

This continuing education activity is approved by the American Heart Association, an organization accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE), for 1.00 Educator CEH, activity number 17-AMHA-F3-0007.

***CAPCE credit must be claimed within 6 months of attendance. CME/CE credit will no longer be available to claim for this activity after the 6-month claiming period.*

The following CE is available upon successful completion of the ACLS online portion:

The American Heart Association is accredited by the American Nurses Credentialing Center (ANCC), the Accreditation Council for Pharmacy Education (ACPE), and the Accreditation Council for Continuing Medical Education (ACCME), to provide continuing education for the healthcare team.

AMA Credit Designation Statement - Physicians

The American Heart Association designates this enduring material for a maximum of 1.25 *AMA PRA Category 1 Credit™*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

AAPA Credit Acceptance Statement – Physician Assistants

AAPA accepts certificates of participation for educational activities certified for *AMA PRA Category 1 Credit™* from organizations accredited by ACCME or a recognized state medical society. Physician assistants may receive a maximum of

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1.25 hour of Category I credit for completing this program.

ACLS Accreditation Cont.

AANP Credit Acceptance Statement – Nurse Practitioners

American Academy of Nurse Practitioners (AANP) accepts *AMA PRA Category 1 Credit™* from organizations accredited by the ACCME.

***AMA Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ANCC Credit Designation Statement - Nurses

The maximum number of hours awarded for this CE activity is 1.25 contact hours.

***ANCC Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ACPE Credit Designation Statement – Pharmacists

ACPE Credit: 1.25 Contact Hours. Universal Program Number: 0256-0000-17-003-H04-P

***ACPE Credit must be claimed within 30 days of participation. ACPE credit will no longer be available to claim after the 30-day period has elapsed.*

Continuing Education Accreditation – Emergency Medical Services

This continuing education activity is approved by the American Heart Association, an organization accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE), for 1.25 Educator CEH, activity number 17-AMHA-F3-0005.

***CAPCE credit must be claimed within 6 months of attendance. CME/CE credit will no longer be available to claim for this activity after the 6-month claiming period.*

The following CE is available upon successful completion of the PALS online portion:

In support of improving patient care, the American Heart Association is jointly accredited by the Accreditation Council for Continuing Medical Education (ACCME), the Accreditation Council for Pharmacy Education (ACPE), and the American Nurses Credentialing Center (ANCC), to provide continuing education for the healthcare team

AMA Credit Designation Statement - Physicians

The American Heart Association designates this enduring material for a maximum of 1.25 *AMA PRA Category 1 Credit™*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

AAPA Credit Acceptance Statement – Physician Assistants

AAPA accepts certificates of participation for educational activities certified for *AMA PRA Category 1 Credit™* from organizations accredited by ACCME or a recognized state medical society. Physician assistants may receive a maximum of 1.25 hour of Category I credit for completing this program.

AANP Credit Acceptance Statement – Nurse Practitioners

American Academy of Nurse Practitioners (AANP) accepts *AMA PRA Category 1 Credit™* from organizations accredited by the ACCME.

***AMA Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ANCC Credit Designation Statement - Nurses

The maximum number of hours awarded for this CE activity is 1.25 contact hours.

***ANCC Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

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ACPE Credit Designation Statement – Pharmacists

ACPE Credit: 1.25 Contact Hours. Universal Program Number: 0256-0000-17-018-H04-P

***ACPE Credit must be claimed within 30 days of participation. ACPE credit will no longer be available to claim after the 30-day period has elapsed.*

Continuing Education Accreditation – Emergency Medical Services

This continuing education activity is approved by the American Heart Association, an organization accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE), for 1.25 Advanced CEH, activity number 17-AMHA-F3-0018.

***CAPCE credit must be claimed within 6 months of attendance. CME/CE credit will no longer be available to claim for this activity after the 6-month claiming period.*

The following CE is available upon successful completion of the PEARS online portion:

In support of improving patient care, the American Heart Association is jointly accredited by the Accreditation Council for Continuing Medical Education (ACCME), the Accreditation Council for Pharmacy Education (ACPE), and the American Nurses Credentialing Center (ANCC), to provide continuing education for the healthcare team

AMA Credit Designation Statement - Physicians

The American Heart Association designates this enduring material for a maximum of 1.25 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

AAPA Credit Acceptance Statement – Physician Assistants

AAPA accepts certificates of participation for educational activities certified for AMA PRA Category 1 Credit™ from organizations accredited by ACCME or a recognized state medical society. Physician assistants may receive a maximum of 1.25 hour of Category I credit for completing this program.

AANP Credit Acceptance Statement – Nurse Practitioners

American Academy of Nurse Practitioners (AANP) accepts AMA PRA Category 1 Credit™ from organizations accredited by the ACCME.

***AMA Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ANCC Credit Designation Statement - Nurses

The maximum number of hours awarded for this CE activity is 1.25 contact hours.

***ANCC Credit must be claimed within 6 months of participation. CME/CE will no longer be available to claim after the 6-month claiming period.*

ACPE Credit Designation Statement – Pharmacists

ACPE Credit: 1.25 Contact Hours. Universal Program Number: 0256-0000-17-022-H04-P

***ACPE Credit must be claimed within 30 days of participation. ACPE credit will no longer be available to claim after the 30-day period has elapsed.*

Continuing Education Accreditation – Emergency Medical Services

This continuing education activity is approved by the American Heart Association, an organization accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE), for 1.25 Instructor CEH, activity number 17-AMHA-F3-0031.

***CAPCE credit must be claimed within 6 months of attendance. CME/CE credit will no longer be available to claim for this activity after the 6-month claiming period.*

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Customer/Technical Support Information

Q: What are the minimum technical requirements for Instructor Essentials Online?

A: Minimum technical specifications are available at https://elearning.heart.org/static/faq#Technical_Support.

Q: Whom should I contact for technical assistance with Instructor Essentials Course materials?

A: Customers may contact the AHA ECC Customer Support at 888-242-8883 for technical assistance. Hours of operation are Monday through Friday, 8 a.m. – 5 p.m., Central Time.

Q: Whom should I contact with questions related to the administration of the Instructor Essentials Blended Learning Course?

A: For questions about course administration, AHA Instructors should always consult their TCC as their first point of contact. TCCs may also contact AHA TCC Support at tccsupport@heart.org.