

Training Memo: Heartsaver® for K-12 Schools Course Completion Card



CPR & Emergency Cardiovascular Care

Date of Release	<p>December 14, 2017</p> <p>This memo supersedes the <i>Training Memo: Workbook Policy for Secondary Schools</i>, issued October 11, 2017.</p>
Purpose	<p>To provide information and guidance on the appropriate issuance of the Heartsaver for K-12 Schools course completion card. This memo applies to US Training Centers (TCs) only.</p>
General Information	<p>The AHA and ECC recognize the opportunity to support AHA Advocacy efforts for CPR in Schools and to train the next generation of lifesavers in CPR, AED, and first aid.</p> <p>The Heartsaver for K-12 Schools course completion card was created to provide a cost-effective Heartsaver course completion card for K-12 school systems. The card signifies that an individual in the K-12 school system has successfully completed the objectives and skills evaluations in accordance with the curricula of the AHA Heartsaver programs.</p>
Policy Specifics	<p>Training Centers may begin using the Heartsaver for K-12 Schools course completion cards for all Heartsaver courses taught in schools for kindergarten through 12th grade. This includes elementary, middle, junior, and high schools. This card may be issued to school students, faculty, and staff. For this policy, “faculty” refers to teachers and coaches; “staff” refers to an employee of a K-12 school or K-12 school system.</p> <ul style="list-style-type: none"> • Additional optional training modules with this card include first aid, child CPR AED, infant CPR, and the optional written exam • All Heartsaver courses should be taught in accordance with the <i>Heartsaver First Aid CPR AED Instructor Manual</i> and course DVD to meet course completion requirements • K-12 schools remain the only training entity that may library Heartsaver workbooks <ul style="list-style-type: none"> ○ The Program Administration Manual requires TCs to ensure each student has a copy of the current, appropriate student workbook, in eBook or hard copy, for use before, during, and after an Instructor-led (ILT) Heartsaver Course where a course completion card is issued ○ The library must contain enough copies of the course workbook, in eBook or hard copy, to accommodate the population of students taking the course at any one time ○ High schools with healthcare-related programs are not eligible to library <i>BLS Provider Manuals</i> due to the nature of those programs. For BLS Provider courses, each student must have his or her own personal manual before, during, and after the course. • AHA Training Centers issuing Heartsaver for K-12 Schools eCards must obtain written approval from a parent/guardian before gathering data online from students under the age of 13. TCs may wish to consult legal counsel regarding the Children’s Online Privacy Protection Act (COPPA) and other regulations.
Card Identification and Security Features	<p>The Heartsaver for K-12 Schools course completion card includes the following identification and security features:</p> <ul style="list-style-type: none"> • Includes space for optional modules: <ul style="list-style-type: none"> ○ Child CPR AED ○ Infant CPR ○ First Aid ○ Exam (optional; not mandated by the AHA) • Features green instead of blue color used on other Heartsaver course completion cards • Features “mortarboard” green graphic watermark • Includes title specific to card audience, which is also used as security microprint • Audience is specified in small print on front of card • Print card back includes School Name in place of TC Location field