



Community Training Center

Introduction

Carly Hansen: Training & Simulation Center Department Secretary

As the new department secretary for the Training Center, I am excited to meet new faces. I joined UnityPoint Health Des Moines in May 2016 and worked in the credentialing office until starting this new position. Before then, I finished my associate's degree in office administration and worked at a bank. Outside of work, you can find me spending time with my husband and friends, drinking coffee or matcha latté's, or decorating/organizing something!



eCard Site

If a student cannot access or is missing their eCard, please direct them to the following website:

www.heart.org/cpr/mycards

The information entered into this site must be the same as the information listed on the spreadsheet. If the student still cannot find their card after using the above site, have them e-mail UPHDM_CTC@unitypoint.org to request card sent verification. **The Training Center will need the course date (MM/DD/Year) and leading instructor name in order to search for eCard.**

REMEDIATION

Per Training Center policy, if a student does not pass Exam A then he or she must take Exam B. Verbal remediation is not an option for students that do not pass the exam. If they fail a skills session, they must repeat the full skill from the beginning of the scenario. **For exams or skills sessions, please turn in both the failed and passed graded sheets.** This can be found on our website under Policies, then Course Administration Policy.

<https://www.unitypoint.org/desmoines/ih-dm-training-center.aspx>

New! eCard Checklist & Order Form

Due to an increase in questions regarding paperwork, we have created a 2-in-1 order form and checklist. This form serves as a tip-sheet and helpful tool to assure you have all required paperwork. Though at this time we will not require it, we strongly recommend everyone include this when sending in paperwork, as it will result in your students receiving eCards sooner! Below is a reminder of what paperwork is required per class, and the official form is attached with this newsletter.

1. Roster Cover Page

2. Course-Specific Paperwork

BLS (Heartcode, Renewal, Provider)	Adult CPR ▪ Infant CPR ▪ Exams/ Certificate
ACLS (Heartcode, Renewal, Provider)	BLS skills ▪ Airway Management ▪ Megacode ▪ Exam/Certificate
PALS (Provider, Heartcode)	Child BLS ▪ Infant BLS ▪ Vascular Access ▪ Rhythm Disturbance ▪ Airway Management ▪ 2 Core Case Scenarios ▪ Test Answer Sheets
PALS Renewal	Child BLS ▪ Infant BLS ▪ 2 Core Case Scenarios ▪ Test Answer Sheets
Heartsaver Classes	Adult CPR ▪ Child and/or Infant CPR if module was included
Heartsaver First Aid Classes	First Aid Skills ▪ Adult CPR, Child and/or Infant CPR if module was included
Heartsaver K-12	Adult CPR ▪ Child CPR

3. Spreadsheet Roster (*in Excel*)

*PDF/printouts will not be accepted

*Exclude class times and middle initials

4. Payment:

Check (payable to UnityPoint Health CTC)

OR

Credit Card (can be called or faxed to the
CTC)

5. eCard Order Form

Frequently Asked Questions

I taught multiple classes in a given period of time. Can I send you the paperwork in one file?

Excel spreadsheets and PDF's should contain information from one session only. For example, if you teach morning and afternoon BLS classes in the same day, those are still separate classes, and therefore the paperwork should be sent separately.

Can I send a printed or PDF copy of the spreadsheet roster?

The spreadsheet must be in Excel format, as this information is directly uploaded into the AHA website. There is a blank Excel form attached with this newsletter.

My student's name or email was submitted incorrectly on their eCard.

eCards will reflect the spreadsheet, which is directly uploaded onto the AHA website. Therefore, we strongly encourage instructors to have each student type their own information. Please contact the Training Center at UPHDM_CTC@unitypoint.org for eCard corrections.

I submitted rosters a couple days ago, and my students want their eCards.

In general, the Training Center will have eCards issued within 10 business days of receiving completed paperwork and payment.

Can we allow participants with expired BLS cards to take the renewal course?

Students must show proof of current certification in order to take a renewal class. Therefore, if their card has expired, they will need to register for a provider class.

Can we verbally remediate the written exam or a skills session?

If a student fails version A of an exam, he or she cannot be verbally remediated, but must re-take the test using version B. If they fail a skills session, they must repeat the full skill from

2019 Card Price Increase

Effective January 1st, 2019 UnityPoint Health – Des Moines Community Training Center (CTC) will be raising course card prices. Card prices per card will be as follows:

	2018	2019
BLS	6.25	7.00
ACLS	8.00	10.00
PALS	8.00	10.00
HS k-12	6.25	7.00
Heartsaver (all others)	21.00	21.00
All Instructor cards	16.00	20.00

Streaming Videos for BLS & ACLS Course Videos Coming in January 2019!

Based on overwhelming feedback from the AHA Training Network, we are pleased to announce that in January 2019, we will release streaming video versions of our BLS Provider and ACLS Provider Course videos. The digital format allows Instructors to stream course videos with an internet connection as an alternative option to using DVDs/DVD players.

The BLS and ACLS streaming videos will be available on eBooks.Heart.org, and will feature the same content as the BLS Provider and ACLS Provider Course DVDs.

*Cost information has not yet been released from the AHA.

E-Mail Attachment Size

Due to new e-mail regulations from UnityPoint the training center cannot receive an e-mail with a total attachment size greater than 25 MB. If a large class file needs to be sent to the training center please contact Carly Hansen for more information.

2018 ACLS and PALS Updates

ACLS Updates:

- Amiodarone or lidocaine may be considered for VF/pVT that is unresponsive to defibrillation. These drugs may be particularly useful for patients with witnessed arrest, for whom time to drug administration may be shorter.
- Magnesium: The routine use of magnesium for cardiac arrest is not recommended in adult patients.
- Beta-Blocker Recommendation: There is insufficient evidence to support or refute the routine use of a β -blocker early (within the first hour) after ROSC.
- Lidocaine: There is insufficient evidence to support or refute the routine use of lidocaine early (within the first hour) after ROSC. In the absence of contraindications, the prophylactic use of lidocaine may be considered in specific circumstances (such as during emergency medical services transport) when treatment of recurrent VF/pVT might prove to be challenging.

PALS Updates:

- The only changes within the algorithm itself were minor edits to eliminate wording differences between this algorithm and the ACLS Adult Cardiac Arrest Algorithm.

Contact Information:

Carly Hansen - TC Secretary
515-241-6811
UPHDM_CTC@unitypoint.org

Katie Dumermuth - TC Coordinator
515-241-4207

Training Center Hours:

Sunday: Closed
Monday-Friday: 7:30 am - 4:30 pm
Saturday: Closed