
Completion Cards Request to SUNY System Administration Program

Instructors in good standing (through the campus contact) must submit the following to request completion cards:

- Completed course roster
- Course evaluations (where the student provide feedback on the course) or a summary thereof
- Completed student information template ([My Cards Student Information Template](#))
- Any notes concerning course disputes

Submissions should be made to Allen.Styno@suny.edu

Payment: [SUNY AHA Card Payment Link](#)

Training sites must submit the request for cards within 10 business days. Cards will be issued to students within 10 business days of request.

AHA Instructor Network: <https://ahainstructornetwork.americanheart.org>

AHA Heartsaver Course Materials Update FAQ June 29, 2020

Please link to document above. In summary, Heartsaver student course completion cards are going from a suggested retail price of \$2.25 to \$5.00 to \$17.00 to \$20.00. The student work books will be reduced to \$2.50.

From the AHA:

The AHA produces the highest quality products, and we want everyone to be able to access our lifesaving materials. After conducting a review, we found that not all Training Centers and Instructors were providing both the course completion cards and the student workbooks as required by the AHA's Program Administration Manual (PAM).

The shift in suggested retail pricing of the course materials should bring Training Centers and Instructors in accordance with the PAM, while also making the student workbooks more accessible as a valuable reference tool before, during, and after training.

AHA Directive on Use of Feedback Devices in Adult CPR Training

By **January 31, 2019**, the AHA will require the use of an instrumented directive feedback device or manikin in all AHA courses that teach the skills of adult CPR. Please review the official AHA directive, as well as the tools and resources below.

[Official Directive: American Heart Association Requirement on Use of Feedback Devices in Adult CPR Training Courses – Released August 15, 2017](#)

[Feedback Device Specifics for CPR Instruction – As of August 15, 2017](#)

[FAQ: AHA Requirement on Use of Feedback Devices – As of August 15, 2017](#)

[Bibliography of Research: Use of Feedback Devices in CPR Training Courses – As of August 15, 2017](#)

AHA Training Memo: [Student Workbook Policy for HeartSaver \(Lay Provider\) Courses](#), May 23, 2017

Each student must have a his or her personal copy of the current, appropriate course textbook or manual, in eBook or hard copy, to prepare for the course and to take home and keep for personal use after the course. There are no exceptions in lay provider courses.

AHA [Equipment Decontamination Guidelines for CPR Training](#), April 23, 2012

HeartSaver CPR AED Resources

[Training Memo: 2016 Instructor-Led Heartsaver First Aid CPR AED Course \(PDF opens new window\)](#)

[CPR AED Equipment Checklist \(PDF opens new window\)](#)

[CPR FAQ \(PDF opens new window\)](#)

[Adult CPR AED Skills Testing Checklist \(PDF opens new window\)](#)

[Child CPR Skills Testing Checklist \(PDF opens new window\)](#)

[Infant CPR Skills Testing Checklist \(PDF opens new window\)](#)

[Heartsaver Course Materials Updates FAQ \(PDF opens new window\)](#) 10/3/17

[Heartsaver Product List & SRPs - Current and New Materials](#) 10/3/17

[Heartsaver Course Roster \(PDF opens new window\)](#)

[Heartsaver® Course Evaluation Form \(PDF opens new window\)](#)

[Sample Heartsaver® CPR AED Course Agenda \(MS Word opens new window\)](#)

[Life is Why™ Activity Page \(PDF opens new window\)](#)

[Statement: Update to Instructions for Use of Epinephrine Autoinjectors 1-7-17 \(PDF opens new window\)](#) UPDATED 4-26-17

HeartSaver First Aid Resources

[First Aid Skills Testing Checklist \(PDF opens new window\)](#)

[First Aid Equipment Checklist \(PDF opens new window\)](#)

[Sample Heartsaver® First Aid Course Agenda \(MS Word opens new window\)](#)

[Heartsaver® First Aid Video Practice Situations \(Video\) \(opens new window\)](#)

BLS Resources

[Training Memo: 2016 Instructor-Led Basic Life Support Course \(PDF opens new window\)](#)

[Training Memo: BLS Provider Course Options **NEW 1-18-18**](#)

Precourse Materials

[Equipment List \(PDF opens new window\)](#)

[Sample Precourse Letter to Students \(Classroom Course\) \(PDF opens new window\)](#)

[Sample BLS Course Agenda with Optional Lessons Included \(Word opens new window\)](#)

Course Resources

[Lesson 9: Special Considerations \(PDF opens new window\)](#) - UPDATED 4-14-16

In the new BLS Instructor Manual, in Part 5: BLS Lesson Plans, Lesson 9: Special Considerations has been updated to offer Instructor flexibility. Please print the updated Lesson Plan 9 and use it to replace the version of Lesson 9 in your Instructor Manual.

[Adult CPR and AED Skills Testing Checklist \(PDF opens new window\)](#)

[BLS Course Roster \(PDF opens new window\)](#) **NEW 1-18-18**

[BLS Course Evaluation \(PDF opens new window\)](#)

[Infant CPR Skills Testing Checklist \(PDF opens new window\)](#)

[Positions for 6-person High-Performance \(PDF opens new window\)](#)

[Summary of High-Quality CPR Components for BLS Providers \(PDF opens new window\)](#)