

# National EMS Academy AHA Instructor Alignment Agreement

The National EMS Academy's name is on all of the cards that you will issue and we require all instructors to adhere to the following policies.

As a National EMS Academy Training Center Aligned Instructor, I agree to:

1. Use AHA materials and content as core curriculum when teaching AHA ECC courses.
2. ONLY use the current versions of all forms found on the NEMSA Training Center website. Use of older versions of all forms may require resubmission.
3. Purchase Provider and Instructor manuals for each AHA discipline I teach within 30 days of new updates being released.
4. Evaluate all students based on the established AHA guidelines.
5. Arrange for or coordinate AHA ECC courses as requested to further the AHA's ECC mission and chain of survival initiatives.
6. Disseminate appropriate information concerning new materials, changes in policies, procedures and techniques to ensure quality control.
7. Sign up for the AHA Instructor Network and align with NEMSA, to ensure I receive all updates as soon as they are released.
8. Attend Instructor Update meetings as requested.
9. Teach 4 courses every 2 years and arrange to be monitored by a TCF or RF every 2 years, as required by AHA guidelines.
10. Maintain current Provider status.
11. (BLS and Heartsaver Instructors) Provide documentation of a successful completion of the BLS Instructor Exam (score 84% or higher).
12. Refrain from engaging in activities that are in conflict with the goals of the AHA and represent the AHA in a professional manner at all times.
13. Notify NEMSA of any changes in my address, telephone number, email address or employment immediately.
14. Submit a copy of all required paperwork for each course taught, including course rosters, monitoring forms, individual course evaluations (or a summary) and grievance procedures **immediately** after course is completed.
15. Give my Training Center 20 days from course completion to issue course completion cards.

*I understand NEMSA has the right to revoke my Instructor alignment if AHA guidelines are not followed or for any Instructor who fails to honor any part of the Agreement. I understand NEMSA reserves the right to monitor my teaching at any time as a quality assurance protocol.*

**I agree to the above terms required to align with the National EMS Academy Training Center as an AHA Instructor.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print name**