## Atlas Job Aid: Class Management - Class Length

## Class Length used in Class Management Tool

Each class conducted for an AHA course must follow the guidelines and core curriculum from the most current editions of the Lesson Plans included in each AHA Instructor Manual. This includes the minimum number of hours it takes to cover all the material necessary for a specific class.

## Class Length

The Atlas Class Management tool used to schedule classes in Atlas will block the number of hours that the AHA states a specific class should take. By blocking the hours (in RED), an AHA Instructor and all additional Instructors listed for the class cannot schedule another class within the given time block.
A notification tile will appear on the TCC's Dashboard if an Instructor creates classes that overlap. The TCC can then change the Instructor for the class or delete the class.

## Instructor to Student Ratio

The Atlas Class Management also enforces the Instructor to student ratio that is provided in the most current editions of the Lesson Plans included in each AHA Instructor Manual. When adding the number of students allowed to enroll in a class, if the number reaches the maximum number of students per Instructor for the class ratio, an additional Instructor is required to be assigned to the class.

| Discipline | Course Name | Course Length <br> Classroom (hrs.) <br> Minimum / Maximum | Course <br> Length <br> Blended <br> (hrs.) | Instructor to <br> Student Ratios |
| :--- | :--- | :---: | :---: | :---: |
| ACLS | ACLS ILT Update Course | $\mathbf{7 / 8}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| ACLS | ACLS Instructor | $\mathbf{1 0 / 1 0 . 5}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 7 |
| ACLS | ACLS Provider | $\mathbf{1 3 / 1 6}(48)$ | $\mathbf{6}$ | 1 to 8 |
| ACLS | ACLS Provider Full Course | $\mathbf{1 3 / 1 6 ( 4 8 )}$ | $\mathbf{6}$ | 1 to 8 |
| ACLS | ACLS Traditional Update Course | $\mathbf{8 / 9}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| ACLS | ACLS Update | $\mathbf{8 . 5 / 9}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| ACLS EP | ACLS EP Instructor | $\mathbf{8 / 8}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| ACLS EP | ACLS for Experienced Providers | $\mathbf{8 / 8}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 10 |
| BLS | BLS Instructor | $7 / 7$ | $\mathrm{n} / \mathrm{a}$ | 1 to 7 |
| BLS | BLS Provider | $\mathbf{4 / 4 . 5}$ | $\mathbf{2 . 5}$ | 1 to 9 |
| BLS | BLS Renewal | $\mathbf{3 / 0}$ | $\mathbf{1}$ | 1 to 3 |
| Heartsaver | Bloodborne Pathogens | $\mathbf{1 / 1}$ | $\mathbf{1}$ | n/a |
| Heartsaver | CPR AED | $\mathbf{1 . 5 / 3}$ | $\mathbf{2}$ | 1 to 9 |
| Heartsaver | First Aid | $\mathbf{2 / 2 . 5}$ | $\mathbf{1 . 5}$ | 1 to 9 |
| Heartsaver | First Aid CPR AED | $\mathbf{2 . 5 / 3 . 5}$ | $\mathbf{3}$ | 1 to 9 |
| Heartsaver | Heartsaver Instructor | $\mathbf{5 . 5 / 5 . 5}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 7 |
| Heartsaver | Pediatric First Aid CPR AED | $0 / \mathbf{5}$ | $\mathbf{2 . 5}$ | 1 to 9 |
| PALS | PALS Instructor | $\mathbf{9 / 9}$ | $\mathbf{9}$ | 1 to 7 |
| PALS | PALS Pre-course Work Classroom Training | $\mathbf{1 1 . 5 / 1 2 . 5}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| PALS | PALS Provider | $\mathbf{1 1 / 1 5 ( 4 8 )}$ | $\mathbf{5 . 5}$ | 1 to 8 |
| PALS | PALS Update | $\mathbf{9 / 0}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |
| PEARS | PEARS Instructor | $\mathbf{8 . 5 / 8 . 5}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 7 |
| PEARS | PEARS Provider | $0 / \mathbf{9}$ | $\mathrm{n} / \mathrm{a}$ | 1 to 8 |

