

Training Memo: Updated Guidance for Conducting Virtual AHA Instructor Training



CPR & Emergency Cardiovascular Care

Date of Release	April 7, 2023
Purpose	The American Heart Association is providing updated guidance to Training Centers for conducting virtual training for new Instructors and conducting virtual Instructor monitoring for renewing AHA Instructors.
General Information	This Training Memo replaces the Training Memo, "Interim Guidance for virtual AHA Instructor Training," issued on January 14, 2021.
Information for Current AHA Instructors Renewing their AHA Instructor Card	Effective June 1, 2023: <ul style="list-style-type: none">• As stated in the Program Administration Manual, Instructors must teach a minimum of 4 courses in 2 years to renew their AHA Instructor status.• To meet the requirement of course monitoring for renewing AHA Instructors, the AHA is allowing for virtual course monitoring, following the requirements outlined in the document, "Instructor Virtual Course Monitoring Requirements/Best Practices and Checklist."• A class cannot be recorded and then submitted to the TCC to indicate that the Instructor Monitoring was done.
Information for New Instructor Training	Effective June 1, 2023: <ul style="list-style-type: none">• The option to conduct initial AHA Instructor courses virtually will be discontinued. All initial AHA Instructor courses, regardless of discipline, must be conducted as in-person, faculty-led courses.• The initial Instructor course monitoring for an instructor candidate must be conducted in person.