# Training Memo: Updated Guidance for Conducting Virtual AHA Instructor Training

## 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

### Information for Current AHA Instructors Renewing their AHA Instructor Card

**Effective June 1, 2023:**

- 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:**

- 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.