Instructions for completing the Basic Life Support for Healthcare Providers Instructor Update

American Red Cross Instructors that qualify (current Basic Life Support for Healthcare Providers instructors) will automatically be enrolled into the update in the Red Cross Learning Center. Because of the large number of records to process, it may take several days for individuals that qualify for the update to receive the enrollment notification email or see the update in their learning center profile. Individuals that are not automatically enrolled in the update, have not received the enrollment notification email or do not see the update in their learning center profile by February 5th, 2016 but believe they qualify for the update must contact the Training Support Center.

1. Review the Basic Life Support for Healthcare Providers (BLS) course materials
   You have a choice of reviewing and/or downloading your course materials free of charge from instructorscorner.org beginning January 29, 2016 or purchasing them from redcrossstore.org. Materials will ship the first week of April. The materials are:
   - Basic Life Support for Healthcare Providers Instructor Bulletin (available on Instructor’s Corner)
   - Basic Life Support for Healthcare Providers Instructor’s Manual
   - Basic Life Support for Healthcare Providers Course Presentations
   - Basic Life Support for Healthcare Providers Handbook
   - Basic Life Support for Healthcare Providers Video segments

2. Complete the BLS Instructor Online Update.*
   a. Disable pop-up blockers before you begin.
   b. Click on the link next to the words ‘You may begin your class by clicking here’ in the instructor/instructor trainer update email. This link will take you the Red Cross Learning Center where you will need to login to access the update. On the new screen click Launch to start the update. You can also access the update from the My Learning screen under the My Enrollments tab by clicking the word Launch next to the program update access the update.
   c. Click the link in the new window that appears; online content will start. Note: If your browser prompts you with a question about secure content, answer it in a way that allows you to see all material. If at any time while completing the update you receive a time out warning, just click “OK” and continue the class.
   d. Complete the online update. You will have unlimited attempts to pass. Be sure to review the entire update and answer each question at the end of the update.

   *If you cannot access the American Red Cross Learning Center please access the “Forgot your password or username” tool on the American Red Cross Learning Center sign in screen.

Once you successfully complete the Instructor Update, your newly acquired BLS instructor certification will be valid for 2 years. To maintain your certification, you must:

- Teach at least one Basic Life Support for Healthcare Providers course of record during your 2-year instructor certification period,
- Complete all applicable course updates (as communicated) prior to the update deadline.

January 29, 2016
• Successfully complete, with a grade of 80 percent or better, an online recertification assessment for BLS within 90 days of your instructor certification expiration date and
• Maintain a basic-level BLS certification.

If your email or contact information changes during your instructor certification period, be sure to update the changes to your profile in the Red Cross Learning Center to ensure you receive email notification when it is time to recertify as well as other important communications.

If you have any questions or need assistance, contact the Red Cross Training Support Center at 1-800-REDCROSS/1-800-733-2767; support@redcrosstraining.org

Thank you for teaching American Red Cross BLS courses!