



Baton Rouge General Medical Center
Instructor Candidate Checklist

Questions? Text 225-975-7865 or Email ClinicalEducation@brgeneral.org

To successfully become an instructor, please complete the list of steps below. *Guidance for each step follows.*

- ___ 1. Proof of current AHA provider status (copy of provider card)
- ___ 2. Enroll and attend a live instructor course
- ___ 3. Complete online Instructor Essentials Course (prior to live class attendance)
- ___ 4. Be monitored teaching a Provider course by Training Center Faculty (TCF)
- ___ 5. Register in Atlas
- ___ 6. Complete instructor candidate application and be accepted by a Training Center

Guidance for Each Step:

1. Provider Certification

- a. Instructors must hold current provider card(s) for the appropriate discipline(s) in which they are becoming an instructor.
- b. Most cards can be downloaded from <https://heart.org/mycards>
 - **BLS Instructor:** BLS Provider
 - **ACLS Instructor:** ACLS Provider
 - **PALS Instructor:** PALS Provider

2. Enroll and Attend Live Instructor Course

- a. Submit your Provider card(s) and Online Instructor Essentials course completion certificate(s) the day of class.

3. Online Instructor Essentials Course

- a. Click the following links to purchase the Instructor Essentials Online course for each discipline you are applying for & *print certificate to bring to live instructor course*:
 - BLS Instructor Essentials Online Course: [BLS Instructor Essentials Online](#)
 - ACLS Instructor Essentials Online Course: [ACLS Instructor Essentials Online](#)
 - PALS Instructor Essentials Online Course: [PALS Instructor Essentials Online](#)
 - HeartSaver Instructor Essentials Online Course: [HeartSaver Instructor Essentials Online](#)

4. Get Monitored by Training Center Faculty member (TCF)

- a. Independently teach a course under the observation of a TCF.
- b. *Observation must be completed within 6 months of instructor course date.*

5. Register in Atlas (AHA website)

- a. Click on the following link to register:
 - [Atlas](#)

6. Complete Instructor Candidate Application and be accepted by a Training Center

- a. Click the following link for the Instructor Candidate Application:
 - [Instructor Candidate Application](#)
- b. Acceptance by a Training Center to be discussed during the live instructor course