

# AHA INSTRUCTOR UPDATES

SEPTEMBER 2019



# ECC BEAT UPDATES:

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## **Change to Distribution of ECC Beat**

Beginning this week, the ECC Beat will be distributed every other week instead of weekly. Also, due to the US Labor Day holiday on September 2, there will not be an ECC Beat the first week of September. The next edition of the ECC Beat will be distributed on Thursday, September 12.

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## **NEW eCards Feature: Ability for Students to Edit their eCards**

We are pleased to announce that we've launched an enhancement to eCards to allow students to edit their own eCards. Previously, only the TCC or TC Admin could make changes on behalf of students. The new feature provides self-service for the student. Students can request changes from their eCards Student Profile page, and then the TCC will be alerted to accept or deny the changes.

**This is what we should be telling students, they also will receive an email about 3 business days after completion of the course to remind them to claim their eCard.**

After you successfully complete the AHA course you will be assigned an eCard. You can claim this eCard two ways.

- 1) You will receive an email from [eCards@heart.org](mailto:eCards@heart.org). We recommend that you add the email address, eCards@heart.org, to your Address Book or Contacts to help prevent the email from being accidentally marked as Spam or Junk. See directions below.
- 2) Texting Feature Now Available for Students to Claim/View eCards. You must opt-in 3-5 days after your class (or when you receive the email notification that your card has been issued) to receive a text message to claim and view their eCard by texting “eCard” to the number “51736.” You cannot opt-in before your class or before your ecard is issued. If you do, you will receive a message back that your phone number has not been found.

#### Clarification: SMS Texting Feature for eCards

In the May 23 ECC Beat, we announced that students are now able to claim their eCard via SMS text. However, in order for students to opt-in to this service, an Instructor or TC must FIRST enter the student's mobile phone number in the eCards system (in the field marked “Phone (optional)”) when issuing an eCard.

If a student attempts to opt-in and their number is not in the system, he/she will receive a message that the phone number is not found.

# FOR ACLS

## Coming Soon: New Retention App for ACLS Students

Next week, the AHA will release a new application for ACLS students. The AHA ACLS Booster is a quiz-based app and online game featuring different questions focused on ACLS topics. This app is intended for those who have recently completed an ACLS Provider Course to help retain important concepts from the course. The app can also be used by ACLS Providers to keep knowledge current when they are between updates. Next week, we'll send an email to invite students who've recently completed ACLS training to check out the new app. Next week you'll also find more information and FAQs on this new app on our website under [Courses & Kits > Healthcare Professionals](#).

# LETTER OF COMPLETION

**If you have a student that needs a letter of completion there are some in the storage room. If you can't locate one please email me with the student's information.**

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(student name)

The above listed individual has taken and passed the AHA Healthcare Provider course at Nebraska Methodist College on \_\_\_\_\_. All CPR cards will be emailed within 7 business days or less to the email address on file.

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(instructor signature)

Regards,

Rachel Montagne  
Training Center Coordinator with AHA  
720 N 87<sup>th</sup> St  
Omaha, NE 68114  
(402) 354-7100  
pd@methodistcollege.edu

# WELCOME NEW INSTRUCTORS!

- **KEVIN O'LEARY WILL BE TEACHING ACLS**
- **AMBER PATTERSON WILL BE TEACHING BLS**
- **CARISSA NIELSEN WILL BE TEACHING PALS**
- **EDDIE SWINDLE WILL BE TEACHING BLS**
- **AMY BOYLES WILL BE CONDUCTING BLS SKILLS CHECKS**
- **JEANINE KERNEN WILL BE TEACHING FAMILY AND FRIENDS (SPANISH)**
- **KIM TENBENSEL WILL BE TEACHING ACLS**

# SIGN UP GENIUS

- **When Abby sends the invite to sign up for a class once you sign up we then make that class live for students to sign up. In the event you can no longer teach please find a replacement. If you are not successful finding a replacement I need to know asap. Abby and I then have to reschedule all the students if there is no one to teach the class, which is not ideal.**
- **Sign up genius will email you a reminder of the classes you signed up to teach approximately two days in advance. Please keep track of your schedule in the event that SUG's website goes down or there is an error.**

# TRAINING CENTER FACULTY

- **FRED MONTGOMERY FOR BLS**
- **DEB CAMPBELL FOR ACLS AND PALS**
  - **The training center faculty are who observe you for renewal or to obtain instructor status. When you need to renew please email me to arrange a time for observation. Put a reminder in your phone for a few months prior to expiration so we can be sure to get the observation completed.**

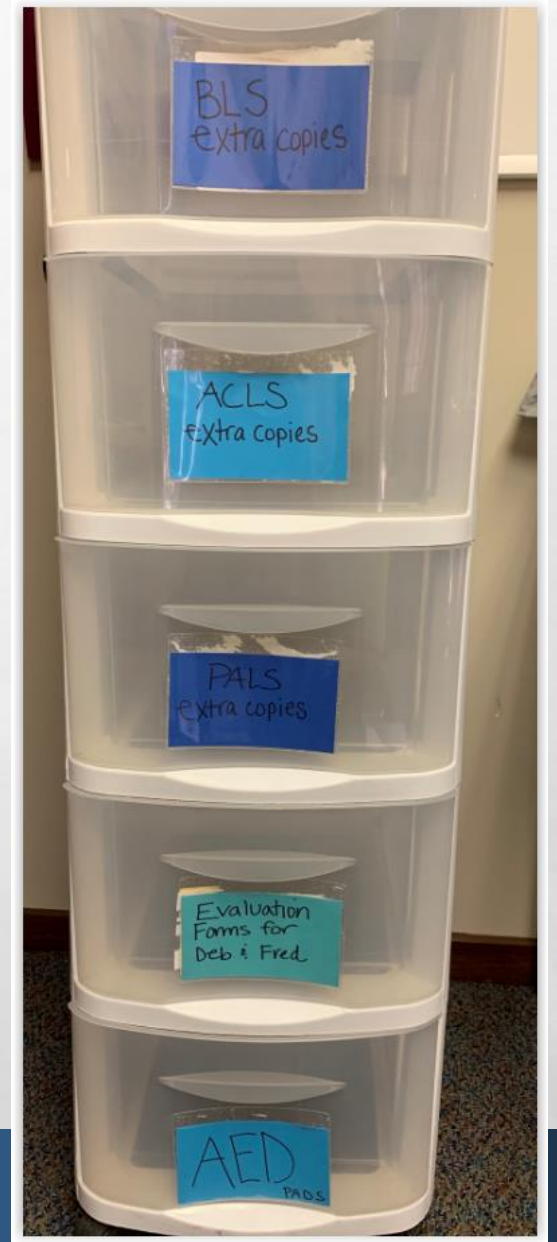


# LOW ON PAPERS???

**I will stock these drawers with the papers you need for class. If you are running low please grab some from the drawer and replace them. I will check this monthly to be sure to have some on hand.**

**Deb and Fred have evaluations to fill out so one drawer will be dedicated for their paperwork.**

**The bottom drawer is dedicated for the AED replacement pads. If you notice an AED pad is not very sticky please leave a note for Fred. He is tracking how long it takes us between each set. We have bought the more expensive ones and the cheaper ones so we are trying to see which seem to hold up better. Don't replace the AED pads, leave him a note and he will do it so he can track the date and update me.**



# MISSING PAPERWORK

- **CHANGE IN PROCESS:**

- **When you complete a class please put all the paperwork into the envelop. The envelop will be addressed to Sue in professional development. Please give the envelope to the front desk and ask that it goes into our mailbox (they will not scan it). When we get it we will scan it in PD. This will cut back on paperwork going missing.**



# LEARNING STREAM

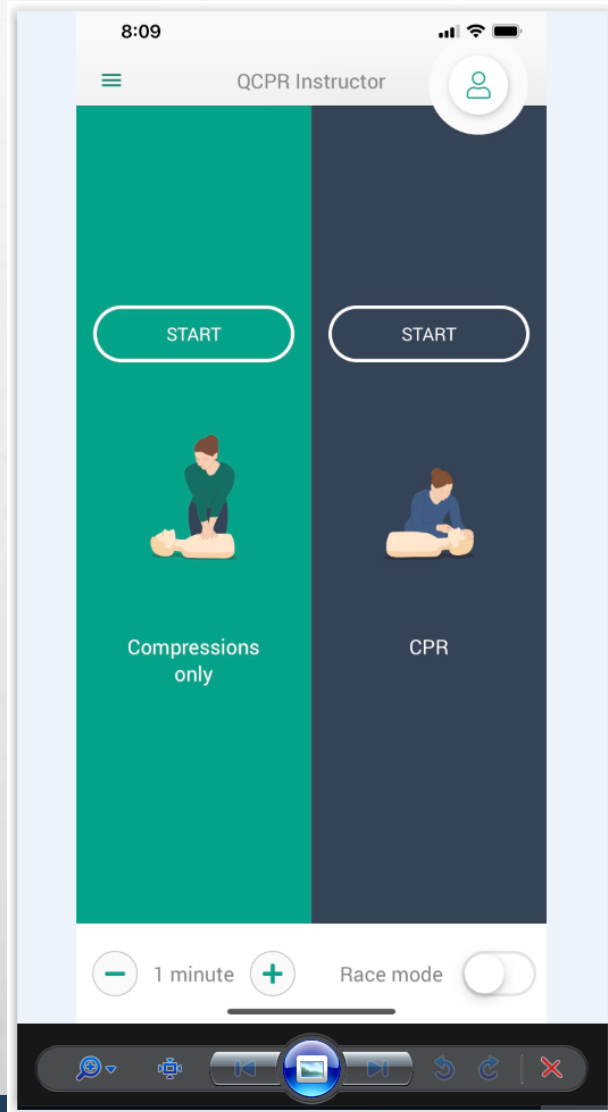
- **THE PASSWORD FROM LEARNING STREAM WAS UPDATED. I SENT AN EMAIL COMMUNICATING THIS BUT IF YOU DON'T WORK OFTEN YOU MAY NOT HAVE READ THIS.**
  - **nmcpd2019**

# UPDATE ON FEEDBACK DEVICES

- **The new manikins have a feedback device inside! There is Bluetooth capability so you can download the app and use this to coach your students. We have an iPad for the classroom for all instructors to utilize. The app will be downloaded to the iPad.**
- **If you want to start trying this out now you can! There are three manikins with this feature. I have the fourth in the alumni building so I can become proficient at using it and troubleshooting if there is a problem.**
- **I am ordered four more manikins that will have the feedback device inside and you will see them in the classroom soon.**
- **You have two options: use the manikins with the feedback device in them and use the app to coach your students or you can use the external feedback device on any manikin and coach students. Either one is acceptable.**

**The Bluetooth is circled in the picture, that should be flashing blue indicating that it is trying to connect. Solid indicates it is connected. This information is just if it is not working so you can trouble shoot. You don't need to check this everytime. Be sure the Ipad or your phone has Bluetooth on.**

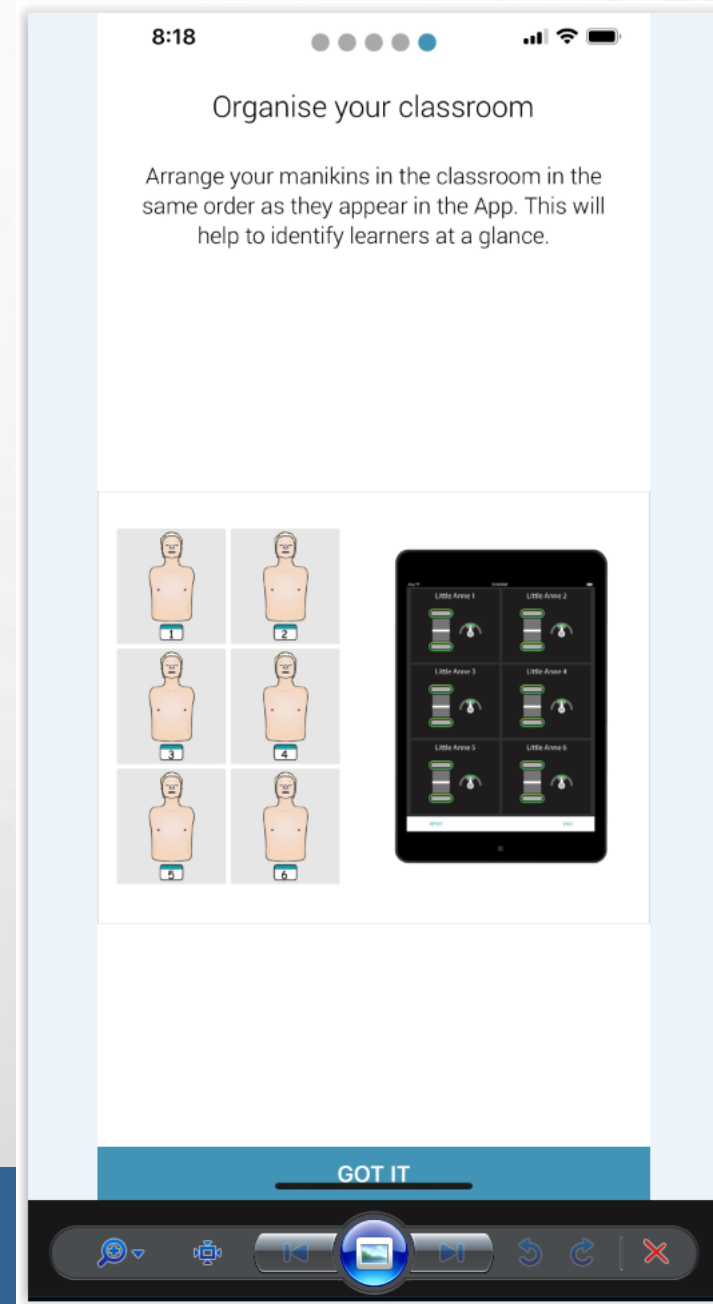




# THIS IS WHAT THE APP WILL LOOK LIKE

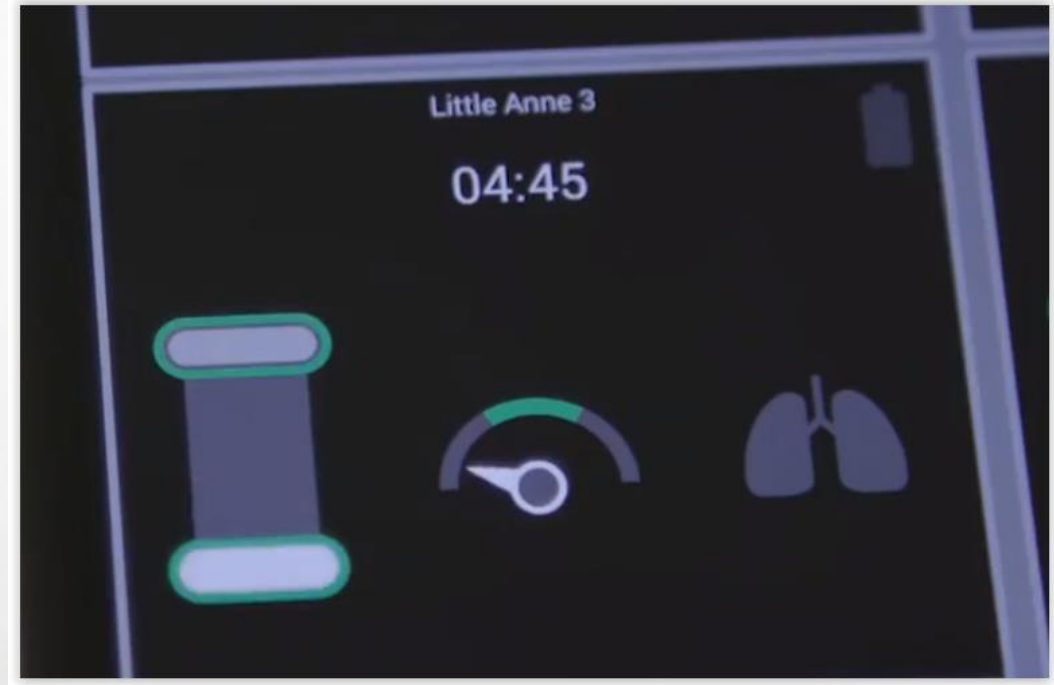
**You will select the CPR so that way you will have the ability to see breaths.**

**YOU CAN HAVE UP  
TO SIX STUDENTS  
CONNECTED AT ONE  
TIME. WE ONLY  
HAVE FOUR  
MANIKINS AT THIS  
TIME.**



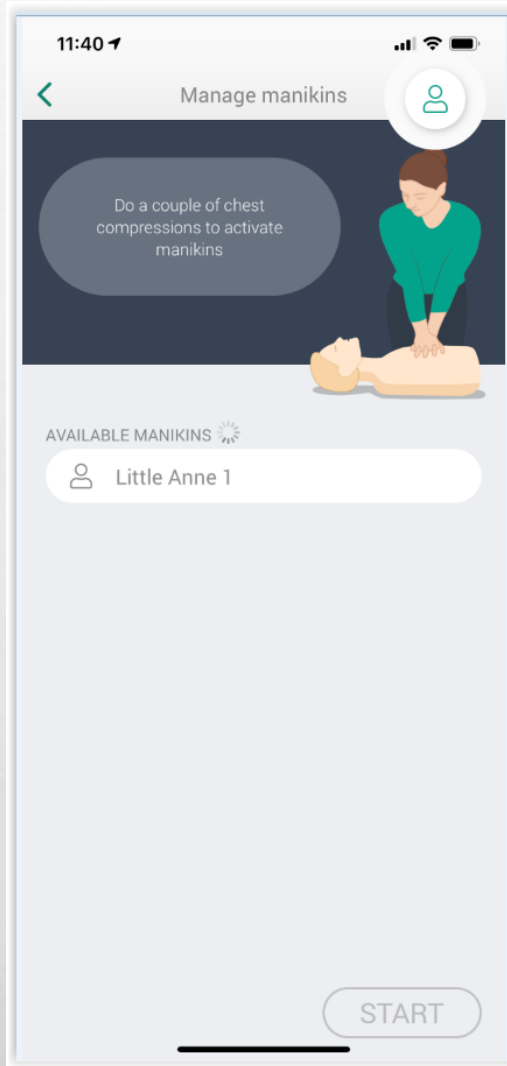


**This is what the screen will look like once the manikins are connected. Each student will have a number so you know who you need to coach. The same indicator is used for depth, chest recoil and rate. The lungs are new, you will be able to see adequate ventilation.**

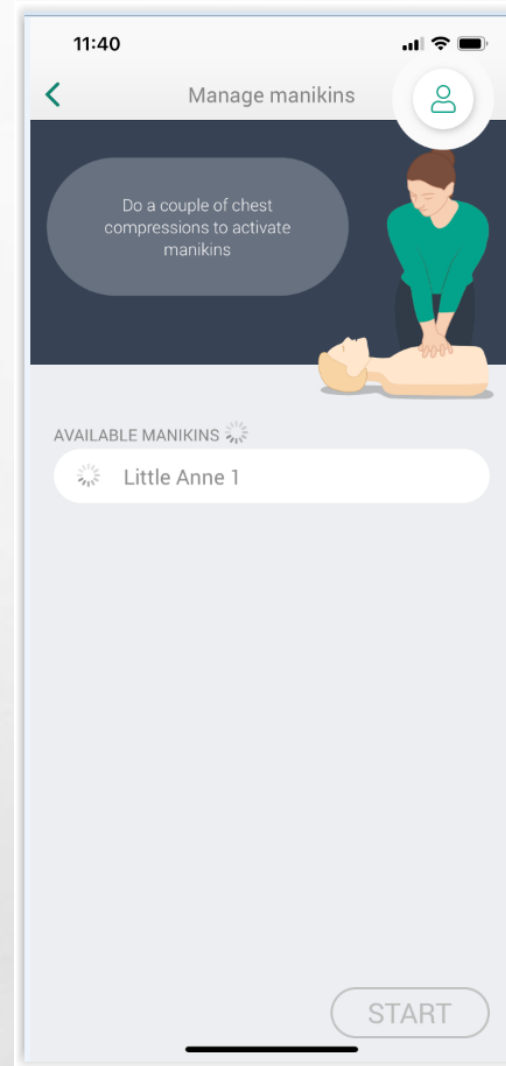


# GIVE ME YOUR FEEDBACK

- **As you use the device and manikins let me know how you like it and if there are any enhancements that could be made. In the online video the manikins have an identifier so make it easier for the student and instructor to know who has which manikin when looking at the ipad. I will work on getting that in place, but it may need to be changed as we use the device and figure out what is best.**

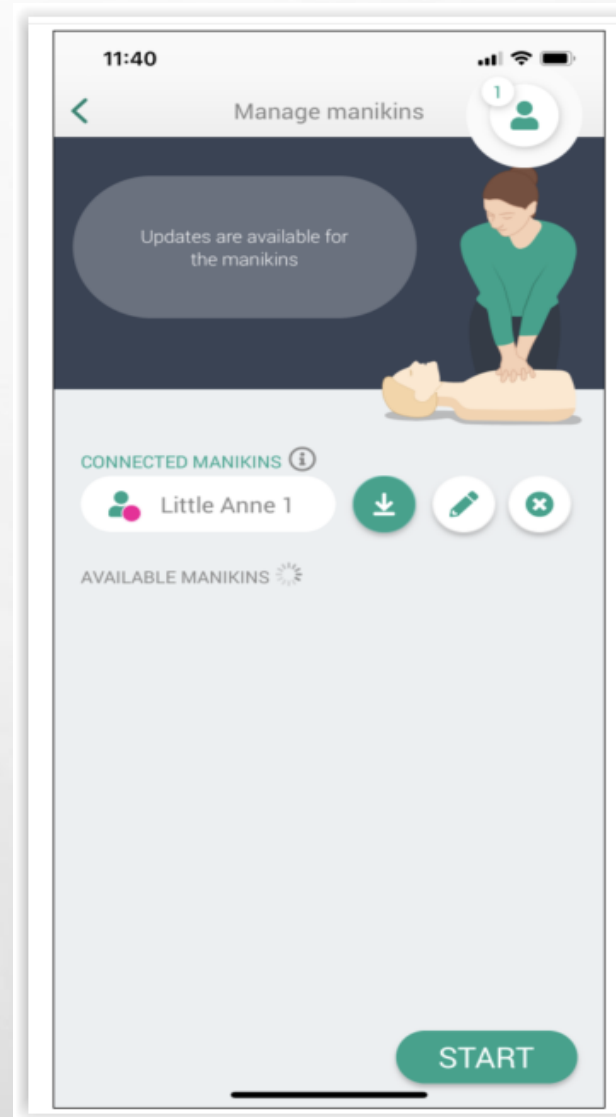


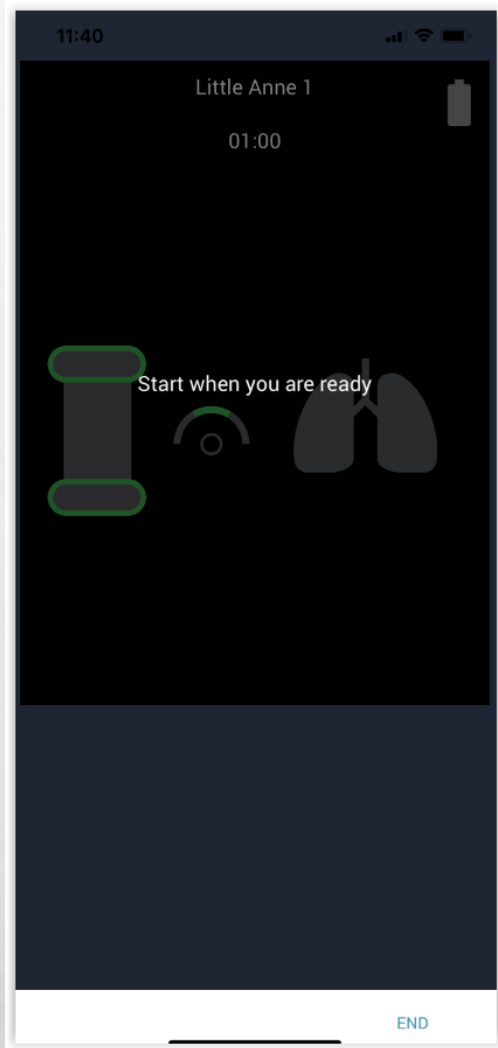
**You will see the spinning circle trying to connect to the manikin. Ask the student to do a few compressions on the manikin.**



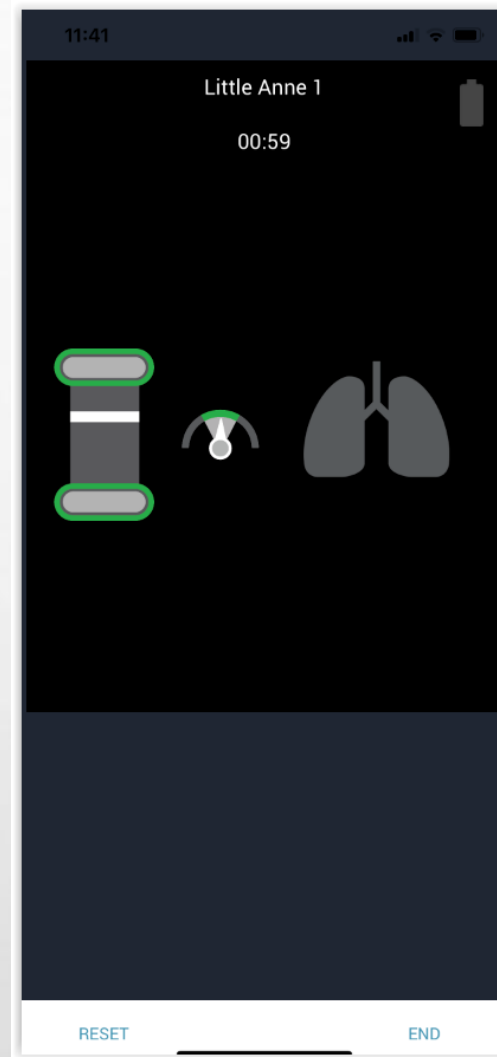
**Then you will click on the box that states Little Anne 1 and you will see the spinning circle again to try and connect**

**You are connected!**  
**See the pencil, you can edit if you want to name the manikin something else.**  
**You can click the green start once you have all of the students connected.**





**The next screen will be dark until you the student starts compressions. They don't have to start as a group, it will pick up each person as they start.**



**I started compressions and you can see it captures it just like the external feedback device. It records the time as well. So you can stop them at 2 minutes.**

- **I HAVE BEEN USING THIS APP FOR BLS SKILLS CHECKS. SOMETIMES THE APP WILL GO BACK TO THE HOME SCREEN. THERE IS A 'TRY AGAIN' BUTTON ON THE BOTTOM LEFT WHEN YOU ARE LOOKING AT THE SCREEN. HIT THAT AND IT WILL RESUME. YOU WILL HAVE TO PLAY AROUND WITH THE APP TO FIGURE OUT THE BEST WAY TO USE IT. I ABSOLUTELY LOVE IT!**



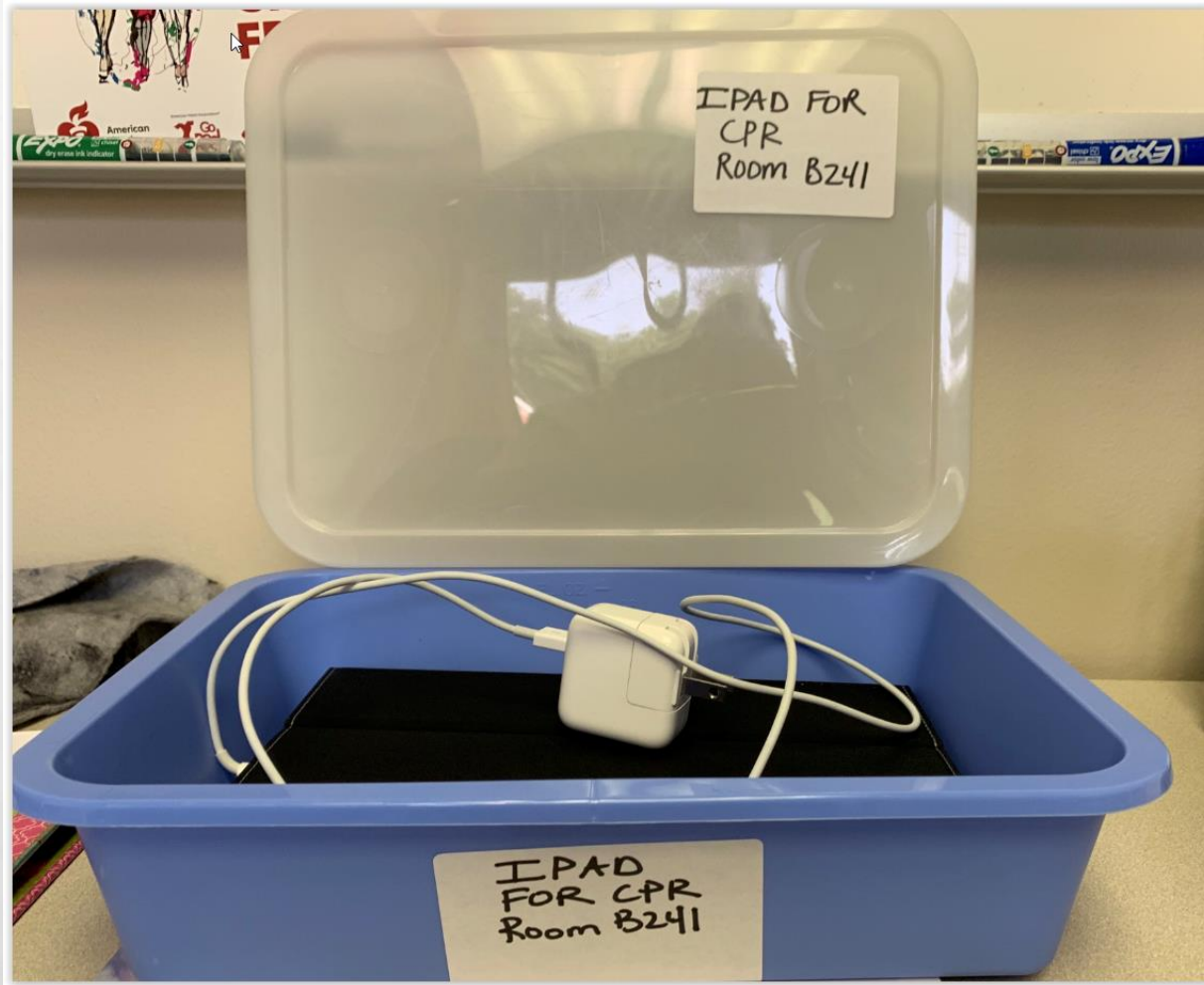
**I don't know about you but I think  
this is an AMAZING tool for our  
classrooms!**

# **WE HAVE AN IPAD!**

- **We have an Ipad that will stay in the storage room to utilize for the feedback device. The app is already downloaded to the Ipad.**
- **The login for the Ipad is NMCPD1, all capital letters.**







**Please keep the Ipad in this container when not in use or being charged. It does not hold it's charge as long as the newer Ipads so if you are under 25% be sure to plug it in for the next person.**



**Thank you Deb for organizing the CPR storage room for the ACLS supplies!**

**This tote will stay in the storage room for B241 (all ACLS paperwork is in here)**

**B223 has a filing cabinet with all the paperwork in it as well. So if you teach in B223 you should not need to take this tote with you.**



**The red bin is the one you can take to B223 when you teach. Since that room is not locked I can't keep the ACLS tests/answer key or DVD in there. You can bring this so you will have these items for your class.**

# ARE YOU A VETERAN?

**If you are a Veteran you can have free drinks at our Deja Brew and at the main hospital. See Victoria at the front desk, or you can ask Fred. There is a sticker given to you that you can show so your drinks (I am guessing pop/water) are free.**

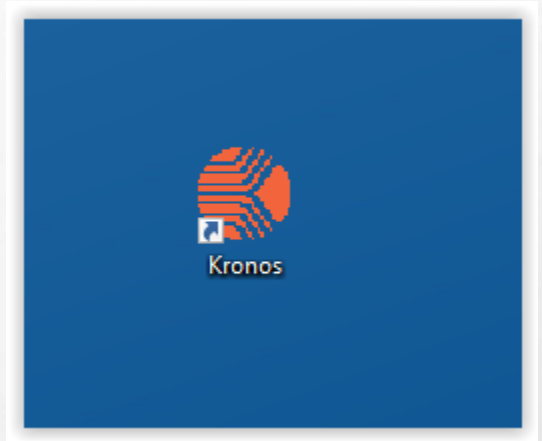
**Thank you for your sacrifices you have made for your country!**



# TO REACH ME....

- **The best way to reach me is by email. Sometimes I am out of the office but I have my work email on my phone and check it often. If it is emergent then please call or text me.**

# KRONOS



Approve Timecard

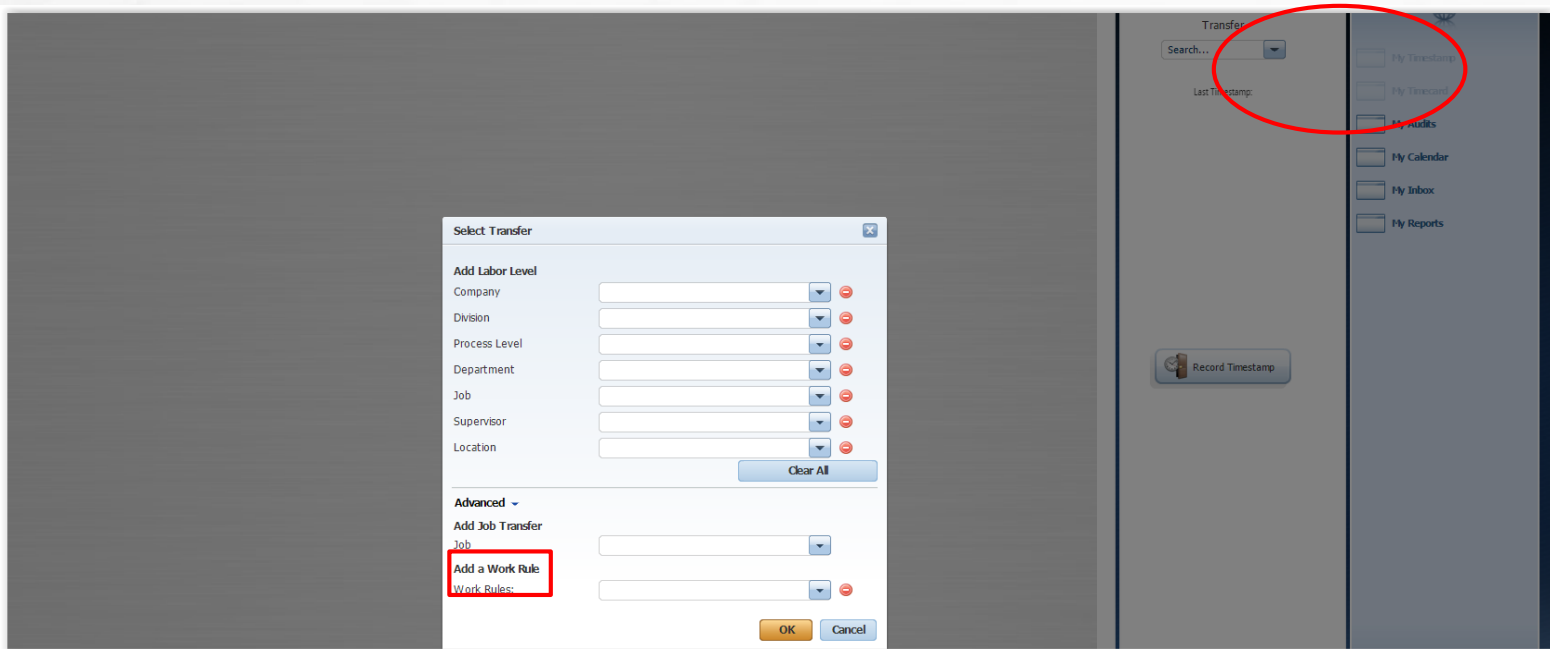
Print Timecard Refresh Calculate Totals Save

	Date	Schedule	Pay Code	Amount	In	Transfer	Out	In	Transfer	Out	Shift	Daily	Period
+ X	Sun 9/15												
+ X	Mon 9/16												
+ X	Tue 9/17												
+ X	Wed 9/18												
+ X	Thu 9/19												
+ X	Fri 9/20												
+ X	Sat 9/21												

Last Timestamp:

Record Timestamp

**Click on the Kronos Icon on the desktop. Then you will login with your credentials to access the timecard.**



**Select the transfer drop down menu and hit search. Then this box will appear. Select Advanced. Then you will get the additional items you see in the picture. Everyone should be selecting **Add a Work Rule** then select **ADJ FAC NO DIFF**. If you have more than one position with NMC then you must complete the transfer section. If you only have one position with NMC then just complete the add a work rule.**



**You can see that your time was recorded and your transfer was accepted. If it does not appear here right away you can hit the refresh button and it should.**

Loaded: 9:41 AM Current Pay Period

Approve Timecard

Print Timecard Refresh Calculate Totals Save

		Date	Schedule	Pay Code	Amount	In	Transfer	Out	In	Transfer	Out	Shift	Daily	Period
+	x	Sun 9/15												
+	x	Mon 9/16												
+	x	Tue 9/17												
+	x	Wed 9/18												
+	x	Thu 9/19												
+	x	Fri 9/20												
+	x	Sat 9/21												

Transfer

Recorded Time: 9:42AM Central Time

ADJ FAC NO-DIFF

Record Timestamp

**After I hit the refresh button it then appeared in the body of the time card.**

Loaded: 9:43 AM Current Pay Period

Approve Timecard

Print Timecard Refresh Calculate Totals Save

		Date	Schedule	Pay Code	Amount	In	Transfer	Out	In	Transfer	Out	Shift	Daily	Period
+	x	Sun 9/15												
+	x	Mon 9/16				9:42AM	.J FAC NO-DIFF							
+	x	Tue 9/17												
+	x	Wed 9/18												
+	x	Thu 9/19												
+	x	Fri 9/20												
+	x	Sat 9/21												

Transfer

Recorded Time: 9:42AM Central Time

ADJ FAC NO-DIFF

Record Timestamp

# QUIZ

- **PLEASE COMPLETE THE QUICK QUIZ SO YOU GET CREDIT FOR READING THE INSTRUCTOR UPDATE!**

