



**Training Center**  
2800 Tenth Avenue North  
PO Box 37000  
Billings, MT 59107-7000

Dear ACLS Course Student:

Welcome to the Advanced Cardiovascular Life Support (ACLS) Provider Course.

Please plan to arrive on time, because it will be difficult for late students to catch up once we start. Students are expected to attend and participate in the entire course.

### **How to Get Ready**

The ACLS Course will teach you the lifesaving skills required to be both a team member and a Team Leader in either an in-hospital or out-of-hospital setting. Because the ACLS Course covers extensive material in a short time, you will need to prepare for the course beforehand.

### **Precourse Requirements**

You should **prepare for class** by doing the following:

1. Review and understand the information in your *ACLS Provider Manual (new 2020 edition)*. Review, understand, and **pass the mandatory precourse self-assessment**. Print your certificate and bring it with you to class. To do this visit [elearning.heart.org/courses](http://elearning.heart.org/courses). Find the course name **ACLS Precourse Self-Assessment and Precourse Work**. Once you find your course select Launch Course to begin. *Note:* If you haven't already logged in, the system will ask you to do so. If you haven't visited the site before, you'll be prompted to set up an account.
2. Ensure that your BLS skills and knowledge are current for the resuscitation scenarios. At the beginning of the ACLS Course, you will be tested on adult high-quality BLS skills, using a feedback manikin. You must know these skills in advance because the ACLS Course will not teach you how to do CPR or use an AED.

### **What to Bring and What to Wear**

Bring your *2020 ACLS Provider Manual* to class. You will need it during each lesson in the course. You may wish to purchase the AHA's *2020 Handbook of Emergency Cardiovascular Care for Healthcare Providers* (optional), which you may bring to class to use as a reference guide during some of the learning stations. These are both new books that just came out.

Please wear loose, comfortable clothing to class. You will be practicing skills that require working on your hands and knees, bending, standing, and lifting. If you have any physical condition that might prevent you from engaging in these activities, please tell an instructor. The instructor may be able to adjust the equipment if you have back, knee, or hip problems.

We look forward to welcoming you on (day and date of class). If you have any questions about the course, please call (name) at (telephone number).

**Registration cancellation and absenteeism:**

A 10-day notice of registration cancellation is required. Registrants providing less than 10 days of notice to the Training Center are not eligible for a refund and will be charged for the class. Billings Clinic employees not providing 10 days of notice will have their respective departments charged for the class.

Understandably, emergencies and other unforeseen events can occur which could prevent notifying the Training Center of a cancellation until the last moment. The TC Coordinator will therefore review the circumstances of the late notification prior to charging the student or department.

**You must have, bring your *current BLS Healthcare provider card* to attend the class.**

**This class will be held at 801 North 29th Street, Billings, MT 59107**

**Billings Clinic Commons, go to the basement using the Cancer Center elevators or stair case near the Cancer Center just past the dedication signage. After leaving the elevator take an immediate left or take an immediate right after the stairs. Go through the double doors and you are in the simulation and experiential learning lab.**

If you have any questions do not hesitate to contact my office at 657-4228



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| <b>American Heart Association Emergency Cardiovascular Care Program<br/>         ACLS UPDATE ( RENEWAL) COURSE AGENDA</b> |
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**Billings Clinic Simulation Lab (SELL)—801 North 29<sup>th</sup> Street**

|       |  |  |
|-------|--|--|
| 8:00  | Welcome/Introductions—   |  |
| 8:15  | <b>Lesson 1:</b> ACLS Course Overview/Organization—            |  |
| 8:20  | <b>Lesson 2:</b> ACLS Science Overview Video—                  |  |
| 8:45  | <b>Lesson 3:</b> BLS and ACLS Surveys—                         |  |
|       | <b>Lesson 4</b><br>Bag-Mask Ventilation<br>Testing Station     | <b>Lesson 5</b><br>CPR and AED<br>Testing Station              |
|       | <i>Divide class into 2 groups</i>                              |  |
| 9:05  | Group 1  | Group 2  |
| 9:35  | Group 2  | Group 1  |
|       | <i>One large group</i>   |  |
| 10:05 | Break  |  |
| 10:15 | <b>Lesson 6:</b> The Megacode and Resuscitation Team Concept—  |  |
|       | <b>Lesson 7</b><br>Putting It All Together<br>Learning Station | <b>Lesson 7</b><br>Putting It All Together<br>Learning Station |
|       | <i>Divide class into 2 groups</i>                              |  |
| 10:40 | Group 1  | Group 2  |
| 12:10 | Lunch  |  |
| 1:10  | Written Test—  |  |
|       | <b>Megacode Test</b>   | <b>Megacode Test</b>   |
|       | <i>Divide class into 2 groups</i>                              |  |
| 1:40  | Group 1  | Group 2  |
| 2:40  | Class Ends/Remediation   |  |
|       | Optional: ACS and Stroke lessons                               |  |

*The American Heart Association strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the American Heart Association, and any fees charged for such a course do not represent income to the Association.*