



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. Find the course name **ACLS Precourse Self-Assessment**. 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

Respectfully,



**American Heart Association Emergency Cardiovascular Care Program
ACLS Provider Course Agenda**

**Billings Clinic Simulation Lab (SELL)—801 North 29th Street
Day 1**

0745-0800	Registration		
0800-0850	Welcome/Collect pre-course exam Collect copies of current BLS Healthcare Provider Cards -		
0850-0900	ACLS Course Overview/Organization –		
0900-0940	BLS and ACLS Survey –		
0940-0955	Break		
	Management of Respiratory Arrest Learning and Testing Station	CPR, AED and IO Learning and Testing Stations	
0955-1040	A	B	
1040-1125	B	A	
1125-1145	The Mega Code and Resuscitation Team Concept - ACS and Stroke -		
1140-1155	Respiratory Emergencies and Shock Emergencies -		
1155-1240	Lunch		
1240-1305	Cardiac Emergencies and Review Mega Code/Rhythms –		
1305-1320	Break		
1320-1630	Cardiac Arrest (VF/Pulseless VT) Learning Stations	Bradycardia/PEA/Asystole Learning Stations	Tachycardia, stable and Unstable Learning Station

Day 2			
0800-0830	Questions from Students – All Instructors		
0830-0930	(Station 1) Putting It All Together All instructors	(Station 2) Putting It All Together All Instructors	(Station 3) Putting It All Together All Instructors
	A	B	C
	B	C	A
	C	A	B
0930-0945	Break		
0945-1045	Written Exam		
1100-1130	Mega Code Review		
1130-1200	Lunch		
1200-1300	Station A Mega Code Test – All Instructors	Station B Mega Code Test- All Instructors	Station C Mega Code Test- All Instructors

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 fees charged for such a course do not represent income to the Association.

Billings Clinic is an approved provider of continuing nursing education by the Montana Nurses Association, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation.

Contact Hours will be awarded commensurate of amount of time spent in class and successful completion of this activity.

Criteria for successful completion of this activity is:

- Attending the entire session (both days)
- Participate in all lesson of the skills demonstration as a team leader
- Completing the written exam with a score of 84% or higher
- Completed evaluation form