



North Lake Tahoe Fire Protection District Instructor Alignment Agreement

As a North Lake Tahoe Fire Protection District (NLTFPD) Training Center Aligned Instructor, I agree to:

1. Adhere to all policies and procedures as established by the NLTFPD Training Center.
2. Use AHA materials and content as core curriculum when teaching AHA ECC courses.
3. ONLY use the current versions of all forms found on the NLTFPD Training Center webpage. Use of older versions may require resubmission.
<http://www.nltfpd.net/community-outreach/training-center/training-site-resources/>.
4. Purchase Provider and Instructor manuals for each AHA discipline I teach within 30 days of new updates being released.
5. Evaluate all students based on the established AHA guidelines.
6. Arrange for or coordinate AHA ECC courses as requested to further the AHA's ECC mission and chain of survival initiatives.
7. Disseminate appropriate information concerning new materials, changes in policies, procedures and techniques to ensure quality control.
8. Sign up for the AHA Instructor Network and align with NLTFPD, to ensure I receive all updates as soon as they are released. www.ahainstructornetwork.americanheart.org
9. A copy of the current textbook must be made available to each participant before, during and after the course. The instructor is responsible to ensure all students have a book at class time or make one available to purchase. If the library system is allowed at the hospital, EMS or fire department, the manuals are to be accessible during operating hours of the facility.
10. Teach 4 courses every 2 years and arrange to be monitored by a TCF or RF every 2 years, as required by AHA guidelines.
11. Maintain current Provider status.
12. Ensure that all exams are maintained under lock and key, not posted on the internet or internet site and are returned after the class.
13. Refrain from engaging in activities that are in conflict with the goals of the AHA and represent the AHA in a professional manner at all times.
14. Notify NLTFPD of any changes in my address, telephone number, email address or employment immediately.
15. The following disclaimer statement must be present on any brochure published for a course: "***The American Heart Association strongly promotes knowledge and proficiency in all AHA courses 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. Any fees charged for such a course, except for a portion of fees needed for AHA course material, do not represent income to the Association."

The instructor understands that alignment with NLTFPD TC does not imply nor represent affiliation as an employee, independent contractor, partner, licensee, or franchisee of NLTFPD. I understand and agree to comply with the above statements as long as I am trained with the American Heart Association and aligned with the NLTFPD. Noncompliance may result in revocation of status.

I understand NLTFPD has the right to revoke my Instructor alignment if AHA guidelines are not followed or for any Instructor who fails to honor any part of this Agreement. I understand NLTFPD reserves the right to monitor my teaching at any time as a quality assurance protocol.

I agree to the above terms required to align with NLTFPD as an AHA Instructor.

Signature

Date

Print Name

Please Supply the Following Contact Information

First Name	
Last Name	
Phone Number	
Email Address	
Street Address	
City, State, Zip Code	