

## CPR-AHA BLS HEALTH CARE PROVIDER ONLINE SKILLS SESSION

The online BLS course is for the first-time or renewal health care provider. Before you register and pay for the Skills Session, you need to purchase and complete the online portion at [onlineaha.org](http://onlineaha.org) (select Course Catalog then BLS Basic Life Support and register for BLS for Health Care Providers Online part 1), then register and pay for one of the Skills Sessions below and bring your online completion certificate (completed within the last 60 days) to the Skills Session for which you registered. NOTE: You need to bring your AHA Part 1 Health Care Provider Online Course Completion Certificate to be admitted to the Skills Session.

**Course Number: LLHX-1202 Tuition: \$20**

DATE	DAY	TIME	SEC
Oct 12	W	6-7:30 p.m.	LNFA
Nov 15	T	6-7:30 p.m.	LNFB
Dec 1	Th	6-7:30 p.m.	LNFC

## CPR-AHA HEARTSAVER® CPR & AED ONLINE SKILLS SESSION

The online AHA Heartsaver® CPR & AED offers blended learning for first-time or renewal non-health care professionals. Before you register and pay for the Skills Session, you need to purchase and complete the online portion at [onlineaha.org](http://onlineaha.org) (select Course Catalog, then select Workplace Training and register for Heartsaver® CPR & AED Online part 1 or Heartsaver® First Aid Online with CPR & AED part 1), then register and pay for one of the Skills Sessions below and bring your online completion certificate (completed within the last 60 days) to the Skills Session for which you registered. This class meets the day care CPR/AED requirement.

♥ *Heartsaver® CPR & AED online Part 1 requires registration for Heartsaver® CPR & AED Skills Session only.*

♥ *Heartsaver® First Aid Online with CPR & AED Part 1 requires registration for both AHA Heartsaver® First Aid Online Skills Session and AHA Heartsaver® CPR & AED Online Skills Session.*

NOTE: You need to bring your AHA Part 1 Heartsaver® CPR & AED or Heartsaver® First Aid with CPR & AED Online Completion certificate to be admitted to the Skills Session(s). No textbook required.

**Course Number: LLHX-1205 Tuition: \$10**

DATE	DAY	TIME	SEC
Oct 18	T	6-6:45 p.m.	LNFA
Nov 9	W	6-6:45 p.m.	LNFB
Dec 5	M	6-6:45 p.m.	LNFC

## FIRST AID-AHA HEARTSAVER® FIRST AID ONLINE SKILLS SESSION

The online AHA Heartsaver® First Aid offers blended learning for first-time or renewal non-health care professionals. Before you register and pay for the Skills Session, you need to purchase and complete the online portion at [onlineaha.org](http://onlineaha.org) (select Course Catalog, then select Workplace Training and register for Heartsaver® First Aid Online part 1 or Heartsaver® First Aid Online with CPR & AED part 1), then register and pay for one of the Skills Sessions below and bring your online completion certificate (completed within the last 60 days) to the Skills Session for which you registered. This class meets the day care First Aid requirement.

♥ *Heartsaver® First Aid online Part 1 requires registration for Heartsaver® First Aid Skills Session only.*

♥ *Heartsaver® First Aid Online with CPR & AED Part 1 requires registration for both AHA Heartsaver® First Aid Online Skills Session and AHA Heartsaver® CPR & AED Online Skills Session.*

NOTE: You need to bring your AHA Part 1 Heartsaver® First Aid or Heartsaver® First Aid with CPR & AED Online Completion certificate to be admitted to the Skills Session(s). No textbook required.

**Course Number: LLHX-1206 Tuition: \$10**

DATE	DAY	TIME	SEC
Oct 18	T	7-7:45 p.m.	LNFA
Nov 9	W	7-7:45 p.m.	LNFB
Dec 5	M	7-7:45 p.m.	LNFC

## FIRST AID-AHA HEARTSAVER FIRST AID

This course teaches management of illness and injuries in the first few minutes until professional help arrives. This course is recommended for people who respond to first aid emergencies in the workplace. Each student will need to read and bring to class the current **AHA Heartsaver® First Aid** (ISBN 978-1-61669-018-2) student workbook. This class meets the day care first aid requirement.

**Course Number: HLTH-3204 Tuition: \$30**

DATE	DAY	TIME	SEC
Oct 10	M	6-9:30 p.m.	LNFA
Nov 12	S	9 a.m.-12:30 p.m.	LNFB
Dec 12	M	6-9:30 p.m.	LNFC

### REGISTRATION INFORMATION

**ATTENDANCE:** Students must attend **the entire** class for which they have registered. If students miss any part of the class, they must re-register and re-pay for another class. Report to the class session for which you have registered unless you are notified by the College that the class is full or has been cancelled.

**CONFIRMATIONS ARE NOT MAILED.**

**CPR/FIRST AID/BLOODBORNE PATHOGENS CARDS:** Tuition includes the cost of issuing AHA CPR, First Aid and Bloodborne Pathogens cards. Students must attend the entire class they registered for and pass the written and/or skills testing in order to receive a card.

Students will receive the AHA CPR/First Aid card within one month after successful completion of the course. Bloodborne Pathogen cards are issued upon successful completion of the class. (There will be a \$5 fee for any replacement card requested.)

**TEXTBOOKS:** Students must read and bring the required textbook to the class. Textbooks are available in the SCC Bookstore.

**CANCELLATIONS/REFUNDS:** To receive a refund, the class must be dropped at least 24 hours before the class begins. We also require 24 hours' notice to change sessions. No refunds will be issued for an incorrect selection. To cancel or switch sessions, call 402-437-2700 or 800-828-0072.

**REGISTRATION REQUIRED:** Complete the registration form. Tuition is due at the time of registration. Register in person, by mail or fax and send with payment to:

**(Mail or In Person)**

SCC • Continuing Education Center  
301 S. 68th Street Place, Lincoln, NE 68510

**(Fax)**

402-437-2703

**NOTE:** A "Letter of Authorization" on company letterhead is required at registration for third-party billing.

**QUESTIONS:**  
Please contact:

**Mary Dorsey**, CPR/First Aid Coordinator  
402-437-2552; 800-828-0072, ext. 2552  
mdorsey@southeast.edu

To register online, go to [www.southeast.edu](http://www.southeast.edu) and click on **WebAdvisor**. On the right side of the screen, click on **Continuing Education** and then click on **Register and Pay for Continuing Education Classes**.



Continuing Education

Fall 2011

# CPR & First Aid



**Southeast community college**

[www.southeast.edu/continuing](http://www.southeast.edu/continuing)

Complete this form and send with payment to: **SCC, Continuing Education Center, 301 S. 68th St. Place, Lincoln, NE 68510-2449 or FAX completed form to 402-437-2703.** Include credit card information or Letter of Authorization (required for third-party billing). The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under the Family Educational Rights and Privacy Act (FERPA). The College will be privileged to redisclose that information only with the consent of the student or in those very limited circumstances when consent is not required by FERPA.

**2011 QUARTER**  
 \_\_\_ SUMMER \_\_\_ WINTER  
 FALL \_\_\_ SPRING

Social Security Number		Name: Last		First		Middle Initial		E-mail address	
Residence Mailing Address				City	State	Zip	County #	<input type="checkbox"/> Cell <input type="checkbox"/> Business Phone	
Birth Date	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Ethnicity (select one): <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Race (select one or more): <input type="checkbox"/> White <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Asian <input type="checkbox"/> Black or African American		<input type="checkbox"/> Resident of Nebraska <input type="checkbox"/> Non-Resident of Nebraska		Home Phone	
Course Number	Section	ALTERNATE SEC. #	Course Title	Date	Time	Place	Cost		

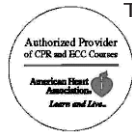
**SIGNATURE**

Check  Cash  Mastercard  AMEX  Discover  VISA V Code \_\_\_\_\_  
 Name as it appears on card: \_\_\_\_\_  
 Exp. Date \_\_\_\_\_ Credit card # \_\_\_\_\_  
 Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)  
 For the protection of your personal credit card information, do not e-mail this form to SCC. If faxing, only use the fax number listed or verify with SCC before using another SCC fax number.

It is the policy of SCC to provide equal opportunity and nondiscrimination in all admission, attendance, and employment matters to all persons without regard to race, color, religion, sex, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or college policy. Inquiries concerning the application of SCC's policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th Street Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, or jsoto@southeast.edu.



**BASIC LIFE SUPPORT**



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 education course does not represent course sponsorship by the AHA. Any fees charged for such a course, except a portion of the fees needed for AHA course material, do not represent income to the Association.

The AHA CPR, First Aid and Bloodborne Pathogens classes listed include and exclude different skills. Please make sure you have fulfilled the course prerequisites and that the class meets the requirements from your employer, licensing agency or school. Tuition includes issuing cards, where applicable. Students will receive the CPR/First Aid card within one month after successful completion of the course; Bloodborne Pathogens card at the successful completion of the class session. AHA cards expire two years from date of issue. (There is a \$5 fee for any replacement card requested.)

**Students are required to attend the entire class and bring the required textbook (available in SCC Bookstore) to class.**

**PLEASE NOTE: We cannot switch you from one class to another or issue refunds for an incorrect selection.** You must attend the entire class you have enrolled in to receive a card. If you miss any part of your class, you must re-register and re-pay for another class. **We require 24 hours' notice before the first day of class to drop or change any CPR, First Aid, or Bloodborne Pathogens class.**

**CPR-AHA HEARTSAVER® AED**

This course teaches CPR, AED, Foreign Body Airway Obstruction, and barrier devices for adults, children and infants. This course is recommended for those who respond to cardiovascular emergencies in the workplace. Each student will need to read and bring to class the current AHA Heartsaver® CPR AED Student Workbook (ISBN 978-1-61669-058-8). This class meets day care CPR requirement.

<b>Course Number: HLTH-3219</b>		<b>Tuition: \$30</b>	
<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>SEC</b>
Oct 15	S	9 a.m.-12:30 p.m.	LNFA
Nov 3	Th	6-9:30 p.m.	LNFB
Nov 21	M	6-9:30 p.m.	LNFC
Dec 6	T	6-9:30 p.m.	LNFD

**Fall 2011**

Please note: All classes are being held on the SCC-Lincoln Campus, 8800 O St., unless otherwise noted.

**Room B-36**

**CPR-AHA BLS FOR HEALTH CARE PROVIDERS (0.45 CEUs)**

This course teaches one and two rescuer CPR, AED, Foreign Body Airway Obstruction, and barrier devices for adults, children and infants. This course is recommended for persons working in a health care setting and those who need a health care provider course for employment (nursing, EMT, lifeguards). Each student will need to read and bring to class the current AHA BLS for Health Care Providers (ISBN 978-1-61669-039-7) student manual. We recommend that day care providers attend the AHA Heartsaver® AED and/or AHA Heartsaver® First Aid courses.

**Course Number: HLTH-3251 Tuition: \$37.50**

DATE	DAY	TIME	SEC
Oct 3	M	5:30-10 p.m.	LNFA
Oct 5	W	5:30-10 p.m.	LNFB
Oct 8	S	9 a.m.-1:30 p.m.	LNFC
Oct 11	T	5:30-10 p.m.	LNFD
Oct 13	Th	5:30-10 p.m.	LNFE
Oct 17	M	5:30-10 p.m.	LNFF
Oct 19	W	5:30-10 p.m.	LNFG
Oct 24	M	5:30-10 p.m.	LNFH
Oct 26	W	5:30-10 p.m.	LNFI
Oct 29	S	9 a.m.-1:30 p.m.	LNFK
Nov 2	W	5:30-10 p.m.	LNFL
Nov 5	S	9 a.m.-1:30 p.m.	LNFM
Nov 8	T	5:30-10 p.m.	LNFN
Nov 10	Th	5:30-10 p.m.	LNFP
Nov 14	M	5:30-10 p.m.	LNFO
Nov 16	W	5:30-10 p.m.	LNFR
Nov 17	Th	5:30-10 p.m.	LNFS
Nov 29	T	5:30-10 p.m.	LNFT
Dec 7	W	5:30-10 p.m.	LNFV
Dec 13	T	5:30-10 p.m.	LNFW
Dec 15	Th	5:30-10 p.m.	LNFX

**CPR-AHA BLS-HEALTH CARE PROVIDER RENEWAL (0.4 CEUs)**

Renew your current AHA Health Care Provider card. Review and bring to class the current AHA BLS for Health Care Providers (ISBN 978-1-61669-039-7) student manual and your current AHA BLS Health Care Provider card (not a copy). **Note: We are unable to accept expired cards.**

**Course Number: HLTH-3252 Tuition: \$32.50**

DATE	DAY	TIME	SEC
Oct 4	T	6-10 p.m.	LNFA
Oct 22	S	9 a.m.-1 p.m.	LNFB
Oct 27	Th	6-10 p.m.	LNFC
Nov 7	M	6-10 p.m.	LNFD
Nov 19	S	9 a.m.-1 p.m.	LNFE
Nov 30	W	6-10 p.m.	LNFF
Dec 8	Th	6-10 p.m.	LNFG
Dec 14	W	6-10 p.m.	LNFH

**AHA HEARTSAVER BLOODBORNE PATHOGENS (PART 1)**

This course teaches protection from exposure to blood or blood-containing materials in the workplace. This course meets Occupational Safety and Health Administration requirements when used with your employer's site-specific training on exposure control. Each student will need to read and bring to class the current AHA Heartsaver® Bloodborne Pathogens (ISBN 978-0-87493-852-4) student workbook.

**Course Number: LLHX-1204 Tuition: \$10**

DATE	DAY	TIME	SEC
Nov 1	T	6-7:30 p.m.	LNFA



# WebAdvisor On-Line Registration

**You must have an e-mail account to register online.**

## **To Register by Logging In:**

You must know your **UserID** and **Password** to proceed.

If you do not know your UserID or Password:

- Click on the "I'm new to Webadvisor" at the bottom of the page.
- Follow the 4 quick steps to get your UserID and Password

1. Click the "**Log In**" Tab at the top of the page.
2. Enter your **UserID** (This will be your first initial of your first and last names and your student ID number, e.g. John Doe would be JD123456)
3. Enter your **Password**
4. Click on the gold "**Continuing Education**" bar

**IMPORTANT!!!!** *If you have moved or changed your contact information, please click on "Address Change" under User Account to update your information. This is the only method that will provide current contact information if classes are cancelled! If your contact information is not current, we cannot notify you if the class is cancelled.*

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5. Click on "**Register and Pay for Continuing Education Classes**"
6. **Search for your class** by entering either a key word in the title or the course number, "Submit" (Enter information in only 1 field for a broader search.)
7. **Select the course** you wish to register for, then click "**Submit**".
8. Enter your **Additional Registration Information** and "**Submit**" or just "Submit"
9. To "Pay for Classes" choose "**Register now**" as your option and select your **Payment Type**, "Submit".
10. Enter your **payment information**, "**Submit**"

## **Benefits of Logging in to WebAdvisor to register:**

- You can add/drop classes.
- You can update your contact information.
- You can see your class schedule.
- No need to provide your SSN each time.

## **To Register Without Logging In:**

- \* You must provide your Social Security Number
1. Click on "**Continuing Education**" bar
  2. Click on "**Register and Pay for Continuing Education Classes**"
  3. **Search for your class** by entering either a key word in the title or the course number, "**Submit**" (Enter information in only 1 field for a broader search.)
  4. **Select the course** you wish to register for, "**Submit**".
  5. Enter your **personal information**, certify your identification, "**Submit**"
  6. Enter your **Additional Registration Information** and "**Submit**" or just "Submit"
  7. To "Pay for Classes" choose "**Register now**" as your option and select your **Payment Type**, "Submit".
  8. Enter your **payment information**, "**Submit**"

**IMPORTANT!!!** *If you register without logging in, you must contact our office at 402-437-2700 to update your contact information or we will not be able to notify you if a class is cancelled.*

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## **Log in to WebAdvisor:**

<https://webadvisor.southeast.edu/WebAdvisor/WebAdvisor?TOKENIDX=3694120878.asp&type=M&constituency=WBCE&pid=CORE-WBCE>

\*The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under FERPA.