

# CLASSES TAUGHT FOR AVERA EMPLOYEES

Complete online Heartcode on Healthstream

## Instructor-led

VAMS  
(Where available)

RQI  
(Where available)

Instructor must validate Avera employee on Healthstream. Submit completed roster to [AveraCTC@Avera.org](mailto:AveraCTC@Avera.org) for record purposes. Please make sure to note that in the email.

Ecard issued to Avera employee on Healthstream  
Submit completed roster to [AveraCTC@Avera.org](mailto:AveraCTC@Avera.org) for record purposes. Please make sure to note that in the email.

Ecard issued to Avera employee on Healthstream  
Submit completed roster to [AveraCTC@Avera.org](mailto:AveraCTC@Avera.org) for record purposes. Please make sure to note that in the email.

Cards are sent to Avera employee supervisor

**EMAIL QUESTIONS TO:**  
[AVERASTAFFDEVELOPMENT@AVERA.ORG](mailto:AVERASTAFFDEVELOPMENT@AVERA.ORG)

# CLASSES TAUGHT FOR THE COMMUNITY

Follow Guidelines for ACTC

Instructor-led  
Traditional classroom

Heartcode Learning

Submit roster & payment on ACTC website

ACTC issues ecards to instructor through AHA Instructor Network

Instructor distributes ecard to student

**EMAIL QUESTIONS TO:**  
[AVERACTC@AVERA.ORG](mailto:AVERACTC@AVERA.ORG)

Student completes online course through American Heart Association. Remind student to bring a copy of the online certificate to skills test out

Demonstrate Skills with designated instructor in the discipline

Submit online certificate, roster & payment on ACTC website

ACTC issues ecards to instructor through AHA Instructor Network

Instructor distributes ecard to student