

# Essential Medical Training, LLC

772.781.9249 office • 772.382.0607 fax

TERMS OF AGREEMENT AND INSTRUCTIONS FOR:

## ONLINE COURSES

### Terms of Agreement:

1. All Sales are **FINAL** for online courses.
2. The cost of the course includes **both** part 1 (online) and part 2 (skills demonstration) of the course. Upon successful completion of both part 1 and part 2 of the course, the student will be issued a course completion card.
3. Once the “key code” has been entered into the website the student will have 1 year to access the online information.
4. Once the student has completed part 1 (online) he/she has 30 days to complete part 2 (skills demonstration) with Essential Medical Training, LLC. This course is sold as a package (part 1, part 2, and card). There are no partial refunds for completing part 2 with another company.
5. NO course completion card will be issued until both part 1 & 2 have been successfully completed with Essential Medical Training, LLC.
6. Once the student purchases the online course a key code will be sent via email within 24 hours. **Please make sure you add my email to your contacts otherwise my reply may be sent to your spam folder.** (treasurecoastcpr@gmail.com)
7. Once you have completed your purchase please go to my online registration form located at the top of the page on my website. Please ensure that all the information including the email is correct. You will receive the "Key Code" to access the online class via the email.
8. Once you successfully complete the online portion. Please print your certificate. I will need a copy before you can do the skills session and receive your course completion card.

**Thank you and enjoy the class!**

---

**Instructions for accessing online course are on the next page:**



[www.EssentialMedicalTraining.com](http://www.EssentialMedicalTraining.com)

email: [treasurecoastcpr@yahoo.com](mailto:treasurecoastcpr@yahoo.com)

# Essential Medical Training, LLC

772.781.9249 office • 772.382.0607 fax

## ONLINE COURSE INSTRUCTIONS:

When you are ready to begin your course:

1. Go to [www.onlineaha.org](http://www.onlineaha.org) (internet connection required)
2. Click on the "Register/Log in" box on the left side of the screen. If this is your first time then you must register. If you have registered previously then log in with you username and password.
3. Once you are registered and logged in- it will take you to the page "My courses" there you will activate the key code I emailed to you. You only have to do this the first time.
4. If you have forgotten your password, you can use the "Need Help Logging In" link at the top of the page.
5. Once completed you must print your certificate to continue on to part 2 (skills demonstration). I will need a copy before I can issue you a card.

(\* The number 0 and the letter O look similar. Please always use the number 0.)

*Please note:*

You can access this course from any computer that has an internet connection by going to <http://www.onlineAHA.org>. You will only have to register and activate a key the first time you enter the course; thereafter you can simply enter your email and password for entry. It will remain active for one year from the date of activation. The program will time out after 20 minutes of no activity.

American Heart Association Customer Support:

### Customer Support

If you need assistance with your account, log-in user name or password, receipt, navigation, or other technical support, please contact our Customer Support Center.

**Phone:** 1-888-AHA-8883 (1-888-242-8883)

**Email:** [help@onlineaha.org](mailto:help@onlineaha.org)

Support available 9 a.m. – 5 p.m. EST (GMT–5), Monday – Friday

Thank you again for your order.

Rodney Robertson

*Owner/Instructor*

Essential Medical Training, LLC

772-781-9249 office • 772-382-0607 fax

[treasurecoastcpr@gmail.com](mailto:treasurecoastcpr@gmail.com) – Email



[www.EssentialMedicalTraining.com](http://www.EssentialMedicalTraining.com)

email: [treasurecoastcpr@yahoo.com](mailto:treasurecoastcpr@yahoo.com)