

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 part 1 (online), part 2 (skills demonstration), and the course completion card. 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

email: treasurecoastcpr@gmail.com

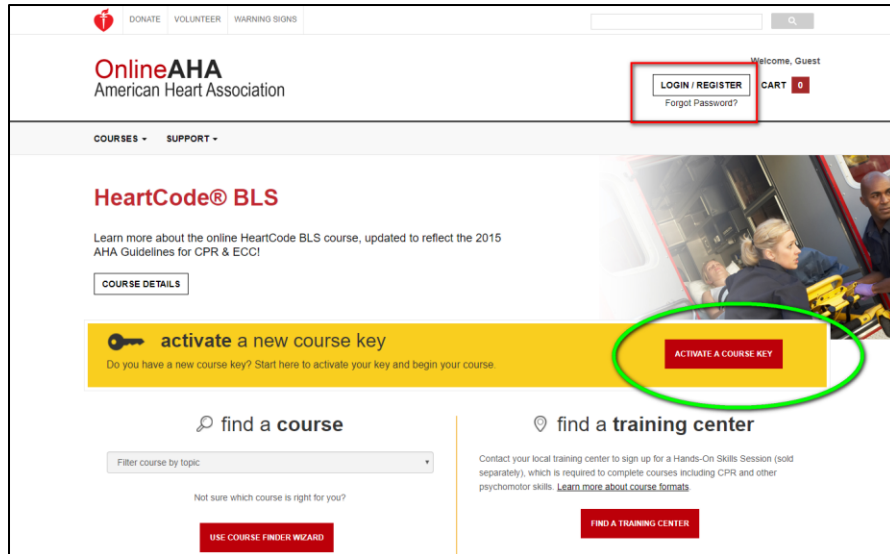
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ONLINE COURSE INSTRUCTIONS:

When you are ready to begin your course:

1. Go to www.onlineaha.org (internet connection required)
2. Click on the “**Activate a Course Key**” to start the course. You will then register with a username and password. This allows you to return to the course at a later time.



3. Once you are logged in, you will need to complete a course registration. If you are returning, go to the top right and under “My e-learning” you can continue to the course.
4. When you complete the course, print a copy of the certificate. Remember I cannot issue you a completion card without the certificate.
5. Contact me to schedule a skills checkoff session.
6. This course is from the American Heart Association. If you have any problems, please contact their customer support. I have included their contact below. I do not have access to the course and cannot help you with support problems.

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



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Customer Support

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

Support Available 8am – 5pm Central Time, Monday – Friday

Thank you again for your order.

Rodney Robertson
Owner/Instructor

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