



Becoming an Authorized Provider 2010-2011

Thank you for your interest in American Red Cross Courses.

Authorized Providers can be categorized three different ways:

- 1) Traditional Authorized Provider
- 2) Non-traditional Authorized Provider
- 3) Independent Authorized Provider

Traditional Authorized Provider

In this case, the Red Cross certified Instructor is a member/employee of the organization and will be training ONLY their fellow members. An Authorized Provider Agreement is signed between the organization and the Chapter and Invoicing takes place between the organization and the Chapter.

Non-traditional Authorized Provider

In this second case, the Red Cross certified Instructor is teaching members of an organization that they are not affiliated with. The Authorized Provider Agreement is signed between the organization and the Chapter and the Invoicing takes place between the organization and the Chapter.

Independent Authorized Provider

In this last case, the Red Cross certified Instructor is teaching a group that is not, as a whole, affiliated with any particular organization (i.e. family members, neighborhood group). The Authorized Provider Agreement is signed between the Instructor and the Chapter and the Invoicing takes place between the Instructor and the Chapter.

The purpose of the Authorized Provider Agreement is to provide consistent, quality service to all participants of American Red Cross Trainings. All authorized instructors are expected to adhere to American Red Cross policies and procedures. In cases 1 and 2, we prefer that the official Site Representative be the organization's supervisor, not the instructor. This policy provides us with a contact name in the event that the instructor leaves the organization. The instructor may remain the main contact for scheduling.

Thank you for your interest in working with the American Red Cross. If you have any further questions or concerns regarding Authorized Providers, please contact the Authorized Provider Manager at 608-227-1248.

STEP ONE

Obtain basic CPR, First Aid and AED certifications

It is strongly recommended that you obtain Red Cross basic level certification in these areas if you have not already done so. If you have any other certifications such as American Heart Association CPR, Winter Emergency Care, EMT Basic, Paramedic, RN or MD that you feel prepared you for the Instructor Course, that is acceptable.

The first night of the Instructor Course will be a testing (Challenge) of CPR (Adult, Child and Infant), First Aid and AED skills. A Challenge format is when the students will perform the skills for each component and take the written test with very little assistance from the instructors.

STEP TWO

Enroll and Pass a Lay Rescuer First Aid/CPR/AED Instructor Course

Please notify us when you decide to have one of your employees trained as an instructor. We will then supply you with the upcoming Instructor course dates. Again, we strongly urge your future instructor to be current with their CPR, First Aid and AED certifications.

STEP THREE

Contact our AP Manager to Set-Up your First Class (Rent/Purchase your Equipment)

The Red Cross provides current state-of-the-art trainings. Significant expenses are involved in producing, purchasing and maintaining up-to-date curricula, equipment, audio-visuals and tests to ensure the highest quality training available. As a result, we have instituted the following pricing system for Authorized Providers.

Equipment and Course Materials can be purchased and/or rented through the Badger Chapter. The Authorized Provider Fee of \$8.00 per person (\$10.00 for Aquatics) covers the cost of processing course paperwork and preparing the course certification cards. Please speak to the Authorized Provider Manager for detailed catalogs of manikins and accessories.

**See Standard Operating Procedures FY 10-11 and appropriate Equipment Order Forms for all Rental/Purchase pricing for equipment and materials and delivery options/fees