## Introduction

ITLS is proud to introduce the ITLS 9th edition Rapid Renewal Provider Update, a blended-learning program. This course combines an online component with the Written Exam and Patient Assessment Practical Exam in the classroom setting to allow experienced providers to quickly, easily and effectively renew their ITLS Provider certification.

This guide will provide ITLS Chapter and Training Centre administrators with the information required to assist providers with renewing their certification through the Rapid Renewal Provider Update program.

Information contained within this guide includes:

1. Overview of the ITLS Rapid Renewal program
2. Online Component Overview
3. Testing Component Overview
4. Pre-Course Preparation
5. Exam Failure Procedures
6. Scheduling a Testing Component Appointment/Course
7. Fees
8. Issuing Provider Recertification Card/Certificates
9. Continuing Education Credit

Chapter and Training Centre administrators should share this document with their course coordinators and Affiliate Faculty.

## Overview of the ITLS Rapid Renewal Provider Update

To complete the Rapid Renewal program for recertification:

1. The student must hold a current, valid ITLS Basic or Advanced Provider certification to be eligible to renew through the ITLS Rapid Renewal Provider Update program.

   If the student's Provider certification is expired, they have been instructed to contact their local Chapter or Training Centre to inquire about eligibility before beginning the program.

   ITLS recommends that Chapters and Training Centres allow providers to complete the Rapid Renewal Provider Update process if their Provider certification is within a 6-month grace period from its expiration date. The grace period for expiration may be set by the Chapter or Training Centre.

   *Early Renewal Eligibility:* Students may use the Rapid Renewal Provider Update program to renew their ITLS Provider certification up to 1 year before the expiration of their current certification.

2. The student will purchase and complete the Rapid Renewal Provider Update, a 1-hour online course. The cost of the program is $40 USD. A 10-question quiz is built into the end of the course

module; a score of 80% or higher is required for successful completion. The student may retake the quiz as many times as necessary to achieve the passing score.

3. The student will print his/her Course Completion Certificate after successful completion of the Rapid Renewal Provider Update Quiz. This certificate is required for entry into the classroom Testing Component.

4. The student will set up a Testing Component appointment through the local Chapter or Training Centre.

5. At the Testing Component, the student will complete and pass the Written Exam (score of 74% or higher) and Patient Assessment Practical Exam (rating of Adequate, Good, or Excellent).

6. The student will then receive his/her ITLS Provider Recertification card and certificate from the local Chapter or Training Centre.

## Online Component Overview

As noted above, it is essential that the Rapid Renewal Online Component be completed in full before attending the Testing Component. The didactic content of the Online Component lays the framework for the assessments of the Testing Component.

The Online Component is approximately 1 hour in length and includes narrated content organized chapter by chapter to correspond to the 9th edition *ITLS for Emergency Care Providers* textbook. The course explains the changes and updates in the 9th edition and why providers should incorporate the change into their practice.

## Testing Component Overview

The Testing Component is an in-person appointment at which the student will complete the 50-question ITLS Advanced or Basic Written Exam and ITLS Patient Assessment Practical Exam. The Testing Component should take 1-2 hours depending on students' test taking speed and the number of participants at the Testing Component.

Before attending a Testing Component session, registrants must have completed steps 1-3 as outlined in the Program Overview above.

Students are instructed to bring the following items with them to the Testing Component session:
- Valid ITLS Provider card (If you card is expired, consult with your Chapter/Training Centre before beginning this program)
- ITLS Rapid Renewal Provider Update online module Course Completion Certificate (printed)
- Photo identification

All 3 items are required for entry to the Testing Component. Course coordinators should not permit the student to begin the Testing Component without them.

The Testing Component coordinator should verify the student's current Provider certification at the time of registration.

## Pre-Course Preparation

ITLS strongly recommends students review the 9th Edition *ITLS for Emergency Care Providers* textbook thoroughly before attending the Testing Component. You should include this recommendation in your Testing Component registration confirmation or other communications.

## Exam Failure Procedures

If the student attends the Testing Component and fails either or both the Written and Patient Assessment Practical Exam(s), the student should be given the opportunity to retest 1 time on each, exactly as is permitted for the traditional ITLS Provider course. Failure of either exam on a second attempt will result in recertifying through the traditional means required by your Chapter or Training Centre (8- or 16-hour in-person course).

## Scheduling a Testing Component Course/Appointment

Chapters and Training Centres have several options for conducting Testing Component appointments:
1) Schedule a dedicated Testing Component course for multiple registrants
2) Allow a Rapid Renewal Provider Update student to attend only the testing elements of a traditional Provider or Provider Recertification course

The Testing Component may be conducted directly by the Chapter/Training Centre, or it may be conducted by an approved course coordinator at the discretion of the Chapter/Training Centre.

## Fees

The cost to the student for the Rapid Renewal Provider Update Online Component is $40 USD. Chapters and Training Centres may charge an additional registration fee for the Testing Component. There is no International Student Fee of $17 due to ITLS International for Rapid Renewal Provider Update Testing Component courses. However, the $17 student fee is still applicable to all students who recertify through a traditional Provider Recertification course.

## Issuing Provider Recertification Card/Certificates

After the student has successfully completed both the Written Exam and Patient Assessment Practical Exam at the Testing Component, the student is eligible to receive his/her ITLS Provider Recertification Card and certificate, as well as 2.0 hours of CAPCE continuing education credit (printed on the certificate). You may distribute the recertification cards on-site at the conclusion of the Testing Component, or you may opt to mail the card to the student after the course (within 4 weeks).

## Continuing Education Credit

This continuing education activity is approved by the Commission on Accreditation of Pre-Hospital Continuing Education (CAPCE) for a maximum of 2.0 continuing education hours (CEH). The student will receive their CAPCE continuing education credit upon successful completion of the Testing Component, printed on their ITLS Provider Recertification card/certificate.

## Additional Information

Questions about implementing this program? Please contact:
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