



# Less Stress Instructional Services

Your health and safety training agency....

**COURSE TYPE: Heartsaver**  
(Check all that apply)

Adult/Child CPR-AED  
 Adult/Child CPR-AED + Infant CPR

Pediatric First Aid  
 First Aid  
 First Aid Written Test

Location: \_\_\_\_\_ Date: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

WHY ARE YOU TAKING THIS COURSE (PLEASE LIST ANY RESPONSIBILITIES YOU MAY HAVE WHICH MAY REQUIRE TRAINING):

Would you like a reminder when your training is about to expire? \_\_\_ Yes \_\_\_ No E-mail: \_\_\_\_\_

Adult/Child CPR/AED		☑ if done correctly	
		Adult	Child
1	Verbalizes that the scene is safe		
2	Checks for response – tap and shout		
3	Yells for help		
4	Tells someone to phone the EMS number (911) and get an AED (for adult only)		
5	Checks for no breathing or only gasping (minimum 5 seconds; max 10 seconds)		
6	Locates hand placement for compressions Moves clothes out of the way of the chest Lower half of the breastbone; 1 or 2 hands for child		
7	Delivers first set of compressions Gives 30 compressions in 18 seconds or less		
8	<b>ADULT: Gives 2 breaths with a mask</b> <b>CHILD: Gives 2 breaths without a mask</b> At least 1 breath results in visible chest rise Breaths given & compressions started within 10 seconds		
9	Delivers second set of compressions Gives at least 23 of 30 compressions in the correct chest location		
10	<b>ADULT: Gives 2 breaths with a mask</b> <b>CHILD: Gives 2 breaths without a mask</b> At least 1 breath results in visible chest rise Breaths given & compressions started within 10 seconds		
11	Instructor says “You have just completed 5 sets of compressions and breaths” Leaves to phone 911 and get an AED (for child only)		
12	Turns on the AED immediately after arrival The next step is done only with a manikin with a feedback device, such as a clicker or light. If not <b>STOP THE TEST</b>		
13	Delivers third set of compressions of adequate depth Acceptable if at least 23 of 30 compressions indicate a depth of at least 2” (Adult) or about 2” (Child)		

Infant CPR		☑ if done correctly
1	Verbalizes that the scene is safe	
2	Checks for response – tap and shout	
3	Yells for help	
4	Checks for no breathing or only gasping (minimum 5 seconds; max 10 seconds)	
5	Locates hand placement for compressions Two fingers just below the nipple line on the breastbone	
6	Delivers first set of compressions Gives 30 compressions in 18 seconds or less	
7	Gives 2 breaths without a mask At least 1 breath results in visible chest rise Breaths given & compressions started within 10 seconds	
8	Delivers second set of compressions Gives at least 23 of 30 compressions in the correct chest location	
9	Gives 2 breaths without a mask At least 1 breath results in visible chest rise Breaths given & compressions started within 10 seconds	
10	Instructor says “You have just completed 5 sets of compressions and breaths” Verbalizes need to leave to phone 911	
The next step is done only with a manikin with a feedback device, such as a clicker or light. If not <b>STOP THE TEST</b>		
11	Delivers third set of compressions of adequate depth Acceptable if at least 23 of 30 compressions indicate a depth of about 1 1/2”	

## TEST SUMMARY

PASS = Steps all done correctly      NR = Needs remediation      Indicate PASS or NR

Instructor signature affirms that skills tests were done according to AHA Guidelines.

Adult CPR / AED		Child CPR / AED		Infant CPR		Instructor Name: _____ Date: _____
PASS	NR	PASS	NR	PASS	NR	
						Instructor Signature: _____

FIRST AID SKILLS		
Skill Step	Critical Performance Steps	<input checked="" type="checkbox"/> if done correctly
<b>Removing Gloves</b> Instructor tells student "EMS has arrived and takes over. You may now remove your gloves."		
1	Removes gloves by gripping one glove on the outside near the cuff and peels it off, inside out	
2	<b>Cups the inside-out glove with the gloved hand</b>	
3	Uses 2 fingers of the bare hand near the cuff to peel the second glove off, with the first glove inside it	
4	<b>Verbalizes the need to dispose of gloves properly</b>	
<b>Finding the Problem</b> Instructor tells student, "You will demonstrate finding the problem for a person who is sick or injured. The person will act and respond, as a person who is actually sick or injured. You find a coworker lying on the floor. You may begin"		
1	Verbalizes that the scene is safe	
2	Verbalizes putting on gloves	
3	<b>Checks for responses – tap and shout</b> If the sick or injured person does not act accordingly, the instructor tells the students, "The person does not move or respond in any way when you tap and shout"	
4	<b>Tells someone to phone the emergency response number (or 911) and get an AED</b>	
5	<b>Checks for no breathing or only gasping</b> Minimum 5 seconds, maximum 10 seconds If the student indicates that the person is not breathing, the instructor corrects the student by saying "The person is breathing"	
6	<b>Looks for obvious signs of injury</b>	
7	<b>Verbalizes checking for medical identification jewelry</b>	

Skill Step	Critical Performance Steps	<input checked="" type="checkbox"/> if done correctly
<b>Using an Epinephrine Pen</b> Instructor tells student "A coworker is having a severe allergic reaction, has an Epi pen & needs help using it. You have completed all previous steps & are now ready to use the Epi pen. Show steps for using Epi pen"		
1	Holds Epi pen in the fist while not touching either end	
2	Takes off the safety cap	
3	Presses the Epi pen firmly against outer side of the persons thigh, halfway between the hip and knee, and holds in place for about 10 seconds	
4	Removes the Epi pen by pulling the pen straight out from the leg	
<b>Stopping Bleeding and Bandaging</b> Instructor tells student, "You will demonstrate stopping bleeding and then bandaging a small cut on this persons forearm. You have completed all previous steps and are now ready to begin"		
1	Has the person place pressure over the cut with clean dressings while the student puts on gloves	
2	Verbalizes putting on gloves	
3	<b>Applies pressure to the bleeding area</b> After about 15 seconds, the instructor tells the student "You can now see blood on the dressing. The bleeding has not stopped"	
4	Adds more dressing and presses harder to stop the bleeding After about 15 seconds the instructor tells the student "The bleeding has stopped"	
5	<b>Applies a bandage over the dressing</b>	

Written Test:				
1. A B C D	6. A B C D	11. A B C D	16. A B C D	21. A B C D
2. A B C D	7. A B C D	12. A B C D	17. A B C D	22. A B C D
3. A B C D	8. A B C D	13. A B C D	18. A B C D	23. A B C D
4. A B C D	9. A B C D	14. A B C D	19. A B C D	24. A B C D
5. A B C D	10. A B C D	15. A B C D	20. A B C D	25. A B C D

TEST SUMMARY							
PASS = Steps all done correctly		NR = Needs remediation		Indicate PASS or NR			
Removing Gloves		Finding Problem		Epinephrine Pen		Bleeding	
PASS	NR	PASS	NR	PASS	NR	PASS	NR
Instructor signature affirms that skills tests were done according to AHA Guidelines.				Instructor Name: _____ Date: _____ Instructor Signature: _____			