

## Testing for Course Completion

The AHA requires successful completion of skills tests, as well as an exam in instructor-led courses or successful completion of the online portion of HeartCode, for a student to receive a provider course completion card.

The prompt and accurate delivery of provider skills and knowledge is critically important for patient survival. Accurate, objective, and uniform testing reinforces these lifesaving skills and knowledge and is critical for the consistent delivery of content by all instructors.

All AHA Instructors are expected to maintain high standards of performance for all skills tests, as discussed in the following sections.

### Skills Testing

During skills testing, students must demonstrate competency in all skills without any assistance, hints, or prompting from the instructor.

Instructors of the appropriate discipline will evaluate each student for his or her didactic knowledge and proficiency in all core psychomotor skills of the course. No AHA course completion card is issued without the required skills testing by either an AHA Instructor for that discipline or an AHA-approved computerized manikin in an AHA eLearning course.

Students in advanced life support courses are not required by the AHA to have a current BLS Provider card, but they are expected to demonstrate proficiency in BLS skills. Training Centers do have the option to require a current BLS Provider card, but requiring the card does not mean that BLS content and testing may be omitted from advanced courses.

### Skills Testing of Blended-Learning Students

Instructors may need to conduct skills practice and testing during the hands-on session of a blended-learning course. The lesson plans in Part 6 will help facilitate these sessions. The skills testing portion of the hands-on session should be conducted the same as in an instructor-led course. Some skills tests may require that additional students be present while the tests are being conducted (refer to Part 4 for further details).

### Exam

The exam measures the mastery of cognitive knowledge in ECC instructor-led healthcare courses. Each student must score at least 84% on the exam to meet course completion requirements.

The AHA has adopted an open-resource policy for exams administered through an eLearning course or in a classroom-based course. Open resource means that students may use resources as a reference while completing the exam. Resources could include the provider manual, either in printed form or as an eBook on personal devices, any notes the student took during the provider course, the *2020 Handbook of ECC for Healthcare Providers*, the *AHA Guidelines for CPR and ECC*, posters, etc. Open resource does not mean open discussion with other students or the instructor. Students may not interact with each other during the exam.

In the welcome letter you send to students with their course materials, emphasize the importance of bringing their books to class to use during the exam. Students using the eBook version should download the manual to their device's eReader app and bring it with them in case there is no Internet connection.

Exams are administered online, though there may be an occasional need to administer a paper exam. More information about online exams can be found on the Instructor Network.

If you use a paper exam, grade the exam and answer any questions as soon as the student returns it. Students who score less than 84% will need to take a second exam or receive verbal remediation to confirm knowledge and understanding. If you give a student a second

exam, review the first exam with the student, allowing them time to study the questions they got wrong. If you provide verbal remediation, ask the student to verbally answer the questions that he or she answered incorrectly, and document on the answer sheet whether the student correctly answered each question. You must document on the answer sheet that the remediation was successful, and that the student achieved a passing score.

If a student has difficulty reading or understanding the written questions, you may read the exam to the student. You must read the exam as written and in a manner that does not indicate the correct answer. You may verbally translate the exam if needed.

ECC blended-learning healthcare courses have a cognitive assessment incorporated into the online portion, so an exam does not need to be given to students when they attend the classroom portion.

## Exam Security

Exam security is of the utmost importance:

- Ensure that all exams are kept secure and not copied or distributed outside the classroom.
- Exams are copyrighted; therefore, Training Centers or instructors may not alter them in any way or post them to any learning management systems such as Internet or intranet sites. This includes precourse self-assessments.\*
- When a paper exam must be used, always print the most current version from the online exam platform for the course you are teaching.
- Each paper exam should be accounted for and returned to the instructor at the end of the testing period.

\*Exams are translated into multiple languages. If a translated exam is needed for a course you are teaching, have your Training Center Coordinator contact ECC Customer Support to find out if the needed translation is available.