Dear Instructor,

You have been assigned a keycode URL to access a 2020 AHA Guidelines Instructor Update Course.

Please note that following completion of this online course, you are still required to recertify as an instructor via a monitoring session with an IHF Faculty Member before the certification on your current instructor card expires. This Instructor Update Course does not count as a recertification of your instructor status.

Course: ***BLS Instructor update***

Click the link below to automatically enroll in your course through the Learning Portal. If you do not already have an account set up, you will be asked to register prior to beginning your course. Please ensure you read the **Fair Processing Notice** below in regard to the use of the data you will be entering. When you click the link, please click ‘**Activate Course**’ on the page, and a pop-up box will appear asking you to **Sign In** or **Register**.

<https://ihf.eu.learning.laerdal.com/course_enrolment?course=499&code=MTc0ODIy&rand=MTc0ODIy&orgType=ts>

Click here to enroll in this course ***Insert Course Name*: <hyperlink individual course URL>**

*[Note: If the above link is not working for you, please copy the URL and paste it in your browser]*

To access your course anytime after activating the keycode, you can login at <https://ihf.eu.learning.laerdal.com/> using the details of your created account.

You will need to complete all components to be able to access the certificate of completion. Once you activate your license, you will have access to the course for a period of 2 years. At your next instructor recertification, you will be required to submit this Guidelines Update Course certificate with your renewal paperwork, so please ensure you remember your login details if you need to retrieve the certificate. You can also download the certificate as a PDF, or print a copy.

There is no need to forward a copy of your Guidelines Update Course certificate to IHF unless you are sending it along with your recertification paperwork.

Please remember that you will need to complete your Instructor Guidelines Update Course before teaching any courses with 2020 materials.

**Fair Processing Notice:** By completing registration on the Learning Portal through the above link you agree to the Irish Heart Foundation retaining your details on this secure platform for up to 5 years after the date of registration. The information will be used to contact you in relation to your Heartcode course completion. Anonymous statistical data in relation to this programme may be shared with our programme partners, American Heart Association and Laerdal Medical, for reporting and analysis purposes. If you have any requests concerning your personal information or any queries with regard to our processing, please contact resus@irishheart.ie.

Thank you,