



# 2023

## EMT Associates Instructor Agreement

American Heart Association instructors affiliating with the EMT Associates BLS/ACLS/PALS Training Center [TC] must complete this form, sign, and return to EMT Associates upon new alignment and every instructor renewal. Other paper work will be required.

### INSTRUCTOR INFORMATION

|                          |               |                   |  |
|--------------------------|---------------|-------------------|--|
| Last Name:               | First Name:   | M.I.              | <input type="checkbox"/> Male<br><input type="checkbox"/> Female |
| Medical License:         | State:        | AHA Instructor ID |  |
| Current Mailing Address: |               |                   |  |
| City:                    | State:        | ZIP Code:         |  |
| Home Phone:              | Mobile Phone: | Alternate Phone:  |  |
| Personal E-Mail Address: |               |                   |  |

### EMPLOYMENT INFORMATION

|                           |        |           |                    |
|---------------------------|--------|-----------|--------------------|
| Employer Name:            |        |           |                    |
| Employer Address:         |        |           |                    |
| City:                     | State: | ZIP Code: | Work Phone [Main]: |
| Work Phone [Direct Line]: |        | Work Fax: |                    |
| Work E-Mail Address:      |        |           |                    |

### RESPONSIBILITIES OF THE INSTRUCTOR

- Instruct according to the guidelines of American Heart Association Instructor Manual and Program Administrator Manual.
- Use current AHA guidelines and Instructor Toolkits when teaching AHA Programs.
- Complete all rosters fully per Roster Policy and submit them with appropriate fees to the TC within 5 days of course completion.
- Submit fees within 30 days of invoice from TC. Past Due invoices will include a \$25 monthly late fee.
- Notify the TC two weeks ahead of classes to facilitate on-site course evaluations.
- Complete renewal requirements per policy every two years.
- Keep address and contact information current with the TC.
- Instructors and sites will not compete with the Training Center contracts/clients for duration of alignment plus two years. This includes marketing to or bidding on contracts up for renegotiations.
- Notify TC immediately of any class disputes, problem instructors, conflicts, or potential conflicts.
- Instructors and Training Sites will not teach for competing organizations while aligned with EMT Associates. This includes ASHI/Red Cross/NAEMT/ENA/other programs whose courses compete with those offered by EMT
- Non-solicitation. During the term of your association, and for a period of one [1] year immediately thereafter, You agree not to solicit any employee or independent contractor of the Company on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company, including Independent Contractors.
- Soliciting Customers After Termination of Agreement. For a period of one [1] year following the termination of your association and your relationship with the Company, you shall not, directly or indirectly, disclose to any person, firm

or corporation the names or addresses of any of the customers or clients of the Company or any other information pertaining to them. Neither shall you call on, solicit, take away, or attempt to call on, solicit, or take away any customer of the Company on whom You have called or with whom You became acquainted during the term of your association, as the direct or indirect result of your association with the Company.

13. Injunctive Relief. You hereby acknowledge [1] that the Company will suffer irreparable harm if You breach your obligations under this Agreement; and [2] that monetary damages will be inadequate to compensate the Company for such a breach. Therefore, if You breach any of such provisions, then the Company shall be entitled to injunctive relief, in addition to any other remedies at law or equity, to enforce such provisions.

## **EMT Associates Instructor Agreement**

### **RESPONSIBILITIES OF THE TRAINING CENTER**

1. Provide instructors with update information in a timely manner. This will be done via e-mail.
2. Will conduct instructor updates as necessary.
3. Maintain instructor records.
4. Transfer instructor records to another TC within 30 days of receiving request for transfer.
5. Keep instructors updated on policies and requirements of the TC.
6. Provide or arrange for course monitoring as required.
7. Provide science updates as soon as they are available.
8. Will return all messages/e-mails within a 48-hour time frame.

### **ALIGNMENT FEE'S**

The TC will make *attempts* to remind instructors when their certification is coming up for renewal, however, **it is the responsibility of the instructor to maintain their instructor certification**

[AHA Heartsaver, BLS, ACLS, PALS courses taught by individual instructors/training sites]

#### **Bi-Annual Affiliation Fee's Per Discipline**

- o \$200 for ONE Discipline
- o \$250 for TWO Disciplines
- o \$350 for THREE Disciplines

#### **Bi-Annual Monitoring Fee's**

- o \$100 to Monitor at EMT Associates Training Center
- o \$150 + .56 per Mile, round trip for EMT Associates to come to your Site [Fee for 1 Monitoring]
- o \$175/Instructor + .56 per Mile, round trip for EMT Associates to come to your Site [Fee for 2 or more Monitored]

#### **Cost Per Cards**

- o **BLS [Healthcare Provider] Cards** - \$8.15
- o **HeartSaver Cards [FA/CPR/AED or CPR/AED or First Aid Only]** - \$23.75
- o **ACLS/PALS** - \$17.25
- o **PEARS** - \$18.00
- o **ACLS-EP** - \$19.00
- o **E-card Processing Fee - 1-11 Cards** - \$4.25; **12-100 Cards** - \$8.75; **101+ Cards** - \$12.75

