American Heart Association Basic Life Support Course (BLS) 2020 Guidelines

Course Aim:
The course reinforces the understanding of the importance of high-quality CPR and early use of AED, and the management of choking.

Course Duration:
3 hours 45 minutes

Certificate:
American Heart Association
BLS Provider eCard (Valid for 2 years)

CNE / CME Points:
CNE: 3.5 points
CME: Available for various colleges

Course Fee:
HA staff: HKD $600
Non-HA staff: HKD $660

醫院管理局
律敦治及鄧肇堅醫院急症科訓練中心
Accident & Emergency Training Centre,
RTSKH, Hospital Authority

查詢電話: 35533300
電郵: aetc@ha.org.hk
報名情況及下載報名表格:
http://www.ha.org.hk/aetc

American Heart Association® | AUTHORIZED TRAINING CENTER

ACCIDENT & EMERGENCY
TRAINING CENTRE
急 症 科
訓 練 中 心
醫院管理局·律敦治及鄧肇堅醫院
HOSPITAL AUTHORITY · RUTTONJEE & TANG SHIU KIN HOSPITALS

Enrolment Procedures and Guidelines:

I **Enrolment**

In person :

- Submit the completed enrolment form along with the relevant supporting documents (if any) to the **Shroff, G/F Ruttonjee Hospital. Payment by :** Cash/ EPS/ Octopus/ Credit card (VISA, MasterCard, UnionPay and JCB) /Electronic payment (WeChat Pay, Alipay, Google Pay and Apple Pay)

- Shroff opening hours :   Mon – Fri : 8:50 am – 1 pm, 1:30 pm – 5:00 pm
    Sat   : 8:50 am – 1 pm
    (Closed on Sunday & public holiday)

II **Confirmation**

a. No further application will be accepted when the course is full, all application documents and cheque will be returned to the unsuccessful applicant.

b. Course fee is non-refundable unless the course is full or cancelled.

c. The Centre reserves the right to approve any application. Successful enrolment will be confirmed by email 2 weeks after the submission of application. If no confirmation is received in 2 weeks, please contact the Centre via phone at 2291-1435 or 2291-1946.

d. When the course materials are ready for collection, applicants will be notified by email at least 8 weeks before the course commencement date.

e. If you need to rearrange the course date, please apply at least 14 working days before the course commencement date. The administrative fee of HK$100 will be levied. The application is subject to the availability of the class and Centre's final approval. There is NO refund for any unsuccessful application.

f.

III **Personal Data**

Your personal data provided will be used for processing your course enrolment and directly related purposes (e.g. Certificate printing). All personal data will be kept strictly confidential. Please ensure you have provided adequate information for a successful course application process. The application will be delayed or not be accepted if there is incomplete information given.

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IV   Points to note

    a. For your safety, please ensure you have good health to attend the course. Some AETC courses require intensive manual handling operations, such as cardiopulmonary resuscitation training, patient lifting and transfer, bulky course equipment manipulation etc. If you have neck, back, limbs or waist injuries or other serious medical conditions, or you are pregnant, you are not suitable to attend the course.

    b. Participants should be aware of the Centre regulations and be disciplined to ensure a smooth course delivery.

    c. Course fee is non-refundable to the participants who have not completed the course regardless of reason(s).

The Centre reserves the right to vary any terms and conditions of the Enrolment Issue at any time. In the event of any disputes, the decision of the Centre on all matters shall be final.

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Basic Life Support Course (BLS)

Full Name:
(Capital Letters)

Mr. / Ms. _____   (_____ In Chinese)

☐   Non-HA Staff

☐   HA Staff   Hospital / Dept. / Rank _____

Correspondence Address: _____

E-mail address (Mandatory): _____

Mobile number: _____   Office number: _____

Course Date :

AM Class (9am – 12:45pm)

☐   13 January 2025 (Mon)

Course fee :   ☐   **HKD$ 660**   (Non-HA staff)

☐   **HKD$ 600**   (HA staff) **Please attach a photocopy of Staff Card**

Venue :   3/F Tang Shiu Kin Hospital Community Ambulatory Care Centre,

282 Queen's Road East, Wan Chai, Hong Kong

Collection of course manual:

☐   Self-collection

☐   HKD $60 for Courier Service

Delivery Address:

(if different from above):   ☐

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Declaration:

1. In the event of dispute in respect of these declarations or any rules and regulations arising from class, examination or event, the decision of the Centre shall be final, binding and conclusive.
2. I agree that, late for attending the class by more than 30 minutes of the scheduled time would be treated as absent by the Centre.
3. I agree that, upon the completion of admission, I shall comply with the requirements as stipulated under the Course Application Procedures and Guidelines, including temporary arrangements, Course and Examination Notice.
4. I understand that I need to take care of my personal belongings during class, examination and event. I am solely responsible for any loss of or damage to my personal belongings during attending course and examination. AETC shall not be under any liability for any loss in such circumstances.

☐ I acknowledge that I fully understand and agree to accept the enrolment procedures and guidelines on pages 2-3. (Mandatory):

Signature: _____ Date: _____

For application by post, please fill in your postal address for returning the application documents/course fee.

Name : _____	Name : _____
Address : _____	Address : _____