KEEP FOR YOUR FUTURE REFERENCE—HOW TO RETRIEVE YOUR E-CARD

Community Safety
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After successfully completing the course, you'll receive your course completion card electronically. Normally, the card will arrive in your in-box within 24 hours. The card will come from the **AHA** and it will be **titled My Card**. Below are some frequently asked questions about electronic certification cards (eCards):

What is an eCard?

An eCard is the electronic equivalent of a printed course completion card and can be provided to students as an alternative to a printed card. **eCards are valid course completion cards and can be presented to employers as proof of successful completion of an AHA course**. Like printed cards, eCards also expire two years from the issue date.

Security & Validation:

eCards are more secure than printed cards. A three-point verification by the Training Center Coordinator (TCC), Instructor and student, is required to issue and claim eCards. eCard information is populated electronically by the TCC or Instructor and can only be altered by the TCC or AHA Customer Service. eCards can be easily verified by employers at www.heart.org/cpr/mycards to prove issuance by a valid Training Center (TC) and Instructor aligned with that TC.

What are the benefits of using eCards?

- Higher security and reduced risk for the AHA Training Center (TC)
- Added efficiency for TC Coordinators (TCCs) and Instructors
- Ability to validate an eCard through the AHA website at: www.heart.org/cpr/mycards to prove it was issued by a valid TC and instructor aligned with that TC

eCard Layout:

- General: All information on the eCard is digitally populated based on the information entered by the TCC or Instructor.
- Branding: eCards feature the official AHA logo.
- Status: eCards have a diagonal banner in the top left-hand corner indicating whether they are active or expired.
- Copyright: All eCards have a copyright notice.
- Dates: The issue date will appear as the 2-digit month and day and 4-digit year. The recommended renewal date will appear as the 2-digit month and 4-digit year, 2 years from the issue date.
- eCard code: The eCard code is printed below the course name. The format of the code is the last 2 digits of the year the eCard was issued, followed by a 3-digit course code and a 7-digit random number. This code may be used by students or employers to access and verify eCards at: www.heart.org/cpr/mycards.
- Modules: For Heartsaver eCards, the optional modules completed will be listed below the course name.
- QR code: eCards feature a QR code, which can be scanned with a mobile device to view the eCard.
- Verification: eCards include the website address where students and employers can view or verify eCards.

For more information, please see the AHA Course Card Reference Guide located at www.heart.org/cpr.

USING THE TEXT MESSAGE OPTION TO RETRIEVE THE ECARD-SEE BELOW:

Your AHA E-card has been emailed to you directly from the AHA. You will be sent a unique link directly to your email that I have on file for you (not an attached file). You will be then prompted to complete an E-Card user agreement, profile, and evaluation of the program specific to your discipline. You can also opt in to receive by texting 51736 and type ecard (make sure I have your cell phone number). Please open, print and save E-card to your phone, tablet, or PC. You have a unique ID number that is assigned to you that can be given to your employer for verification of your certifications. Please save this number in a secure location, or if you lose or misplace your Ecard ID feel free to contact me directly. E-cards can be validated <u>only</u> after you have claimed your card by going to www.heart.org/cpr/my cards and then enter your unique ID. Remember to make copies of all cards and certifications to keep for your records, inspections, etc. When printing your card you have the option of printing a full certificate or a wallet size card. It has been a pleasure getting to know you as a student and we look forward to having you in future classes.

Please send me a confirmation email when you have received and claimed your E-card. Check your junk mail folder if it does not arrive in your main mailbox.

Please note, if you lose your card or code you can access it on the AHA National database below

http://ahainstructornetwork.americanheart.org/AHAECARD/ecard.jsp?pid=ahaecard.employerStudentSearch#

Thanks