

2023 NYSDOH Regulatory Compliance Requirements for CPR Certification in NYS Bathing Facilities

The New York State Department of Health ([NYSDOH Rules and Regulations](#)) for bathing facilities require Level III and IV Aquatic Supervision Staff to be CPR certified. **HSI CPR AED** (Adult, Child, and Infant) and **HSI Pediatric CPR AED** (Child, Infant, and Adult) are accepted by NYSDOH for this purpose.

Acceptance by NYSDOH is subject to **substantial and inflexible conditions of acceptance** that apply to every HSI approved Training Center and authorized Instructor or instructor trainer. They include:

1. NYSDOH **only permits** the use of Traditional Classroom or Blended Learning with an In-Person, Instructor-Led Skills Session as a delivery method for Initial Training and Renewal Training.
2. NYSDOH **forbids** the use of Blended Learning with Remote Skills Verification (RSV) as a delivery method for Initial Training, Renewal Training, and Challenges for CPR AED.
3. NYSDOH **requires** HSI CPR AED and HSI Pediatric CPR AED certification cards to carry the distinct statement "In-Person Skill Practice and Evaluation" to document skills were assessed in-person and not via RSV.
4. NYSDOH **requires** HSI CPR AED and HSI Pediatric CPR AED training to include all ages. HSI certification cards must indicate that adult, child, and infant skills were taught (ADULT/CHILD/INFANT or CHILD/INFANT/ADULT box is checked).
5. HSI approved Training Centers and authorized instructors **must issue** unique, NYSDOH-accepted, **HSI CPR AED** and/or **HSI Pediatric CPR AED** digital certification cards that carry the distinct statement "**In-Person Skill Practice and Evaluation**" displayed on the face of the card.
 - a. See *How To Issue NYSDOH-Accepted HSI Digital Certification Cards* attached.
6. NYSDOH Bureau of Community Environmental Health and Food Protection (BCEHFP) **inspectors will reject** all authentic print and digital HSI certification cards that do not carry NYSDOH-accepted HSI digital certification cards purchased from HSI.
7. NYSDOH-accepted HSI digital certification cards are **only valid for 1 year** from the date of certification, regardless of expiration date on card.

HSI, AND ITS APPROVED TRAINING CENTERS AND AUTHORIZED INSTRUCTORS ARE REQUIRED TO COMPLY WITH ALL LAWS AND ADMINISTRATIVE RULES GOVERNING OCCUPATIONAL LICENSING AS THEY PERTAIN TO THE APPROVAL, DELIVERY, AND ADMINISTRATION OF REQUIRED TRAINING. FAILURE TO COMPLY WITH THE REGULATORY COMPLIANCE REQUIREMENTS FOR TRAINING IN NYS CHILDREN'S CAMPS AND BATHING FACILITIES MAY RESULT IN SUSPENSION OR REVOCATION OF TRAINING CENTER APPROVAL AND INSTRUCTOR AUTHORIZATION.

If you have questions concerning the issuance of NYSDOH-accepted HSI digital certification cards, [login](#) to the Otis Learning Manager portal, send an email to customerservice@hsi.com, or give us call at 800.447.3177. If you have questions concerning regulatory compliance with NYSDOH requirements for training in children's camps and bathing facilities, please contact [your local NYS County Health Department](#)



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Acting Commissioner

MEGAN E. BALDWIN
Acting Executive Deputy Commissioner

March 8, 2023

Ralph Shenefelt, SVP
Health & Safety Institute
1450 Westec Drive
Eugene, OR 97402

Re: Health & Safety Institute Adult First Aid |
CPR AED and Pediatric First Aid | CPR
AED Course Reviews

Dear Mr. Shenefelt:

The New York State Department of Health (Department) has completed its review of Health & Safety Institute's "Adult First Aid | CPR AED" and "Pediatric First Aid | CPR AED" courses and have determined that both are acceptable courses of instruction for First Aid Certification at Summer Day Camps when the camp's program does not include equestrian, bicycling, challenge course, rock climbing, boating, riflery, archery, motorized recreational vehicles, wilderness hiking/activities, and similar activities; and emergency medical care is available within ten minutes, as required under Subpart 7-2 of Title 10 of the New York Codes, Rules, and Regulations (10 NYCRR).

The accepted courses will be added to the Department's fact sheet "[First Aid Certifications for NYS Children's Camp Staff](#)" under the course certification titles "Adult First Aid" and "Pediatric First Aid" (titles with "CPR AED" included are also accepted). In the interim, this letter can serve as proof of the Department's acceptance of these courses.

The Department has also determined that the "Adult First Aid | CPR AED" and "Pediatric First Aid | CPR AED" courses are acceptable courses for CPR for Level III and IV Aquatic Supervisory Staff, as required under Subparts 6-1 and 6-2 of 10 NYCRR when the certification indicates Adult, Child, and Infant skills were taught and when course administration includes the following course delivery formats:

- Traditional Classroom with In-Person, Instructor-Led Skills Session
- Blended Learning with In-Person, Instructor-Led Skills Session

The Department does not accept CPR courses delivered with remote skills verification, specifically, the Blended Learning with Remote Skills Verification (RSV) course delivery format. Therefore, acceptance of the CPR course delivery systems listed above that include an in-person, instructor led-skills session is contingent on Health & Safety Institute's implementation of the provisions detailed and amended materials provided in your email dated 3/6/23, including the addition of the statement "In-Person Skill Practice and Evaluation" on the "CPR AED" and "Pediatric CPR AED" certification cards, which will be issued only when the participant has successfully completed an in-person, instructor led skills session. This will differentiate the certification from those issued for courses administered using the Remote Skills Verification format.

The accepted courses will be added to the Department's fact sheet "[Level III and IV Aquatic Supervision Staff Cardiopulmonary Resuscitation \(CPR\) Certifications For NYS Bathing Facilities](#)" under the course certification titles "CPR AED" and "Pediatric CPR AED." In the interim, this letter can serve as proof of the Department's acceptance of the course.

Please note that you must notify this office of any additions or changes to these courses, including but not limited to the course name/certificate title, training materials, curriculum, or delivery systems. Continued course acceptance is contingent on the Department's review and acceptance of any modified course materials.

Thank you for your interest in providing First Aid and CPR training in New York State.

Sincerely,

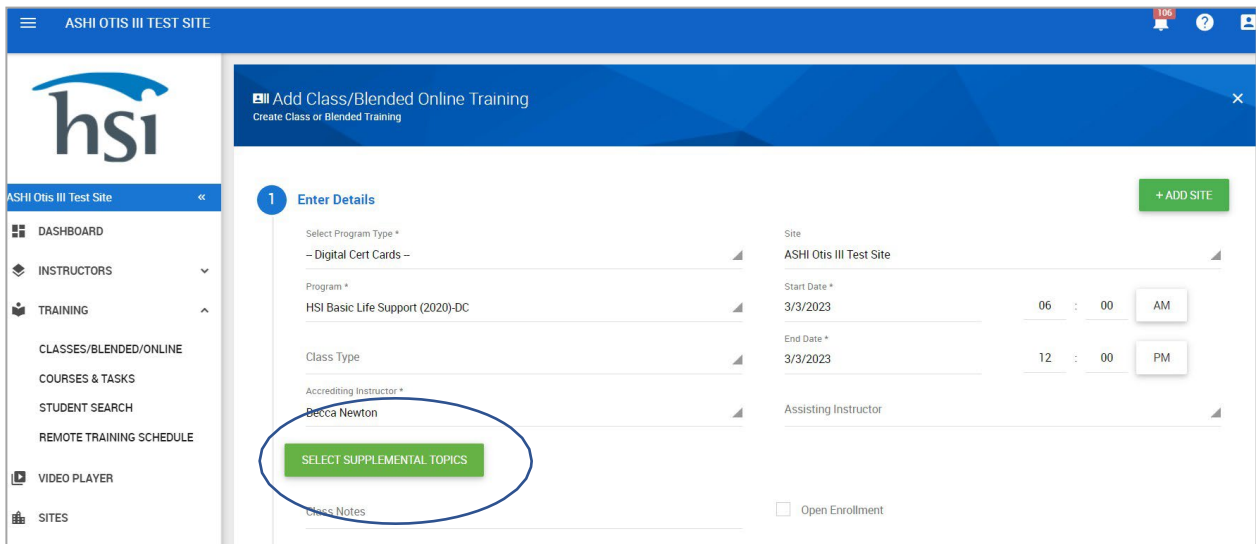
Richard Hess

Richard Hess
Principal Sanitarian
Bureau of Community Environmental Health
and Food Protection

How To Issue NYSDOH-Accepted HSI Digital Certification Cards

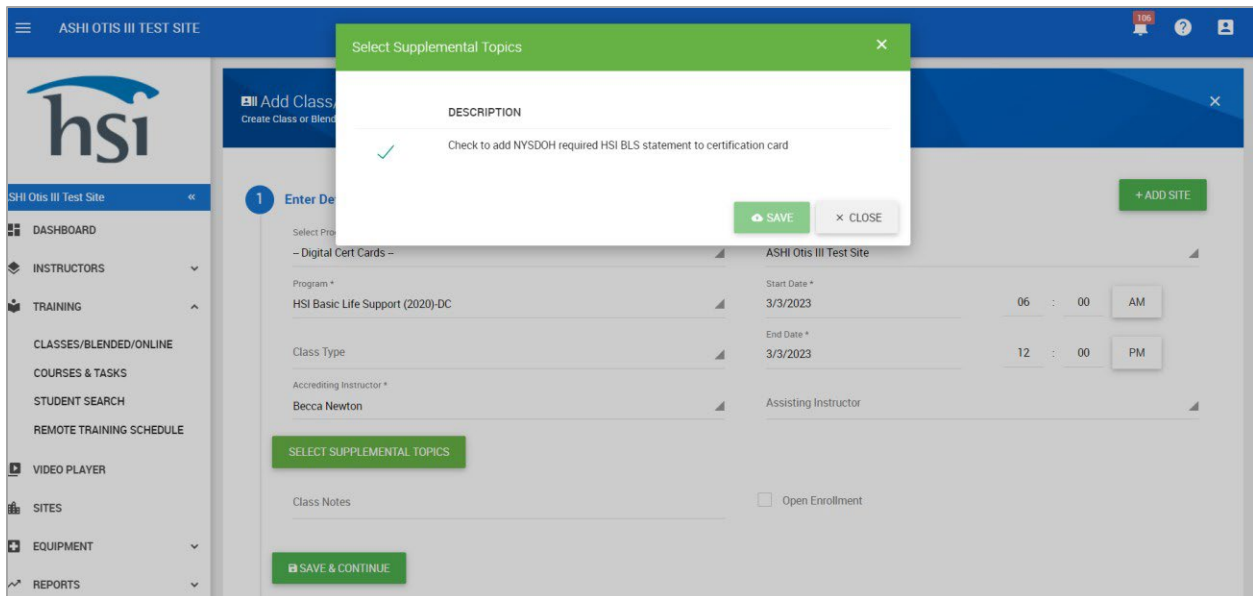
Step 1: Create your class roster.

- Click *Training* on the Left Navigation Menu
- Click *Classes/Blended/Online*
- Find the green “+ Create New Class” button in the upper right corner.
- From the Select Program Type drop-down menu Choose *Digital Cert Cards*
- Choose a Program from its drop-down menu.
 - ◊ Depending on the program you may need to *Select Program Topics* to specify what skills will show up on their certification cards.
- Select a Class Type
- Select an Accrediting Instructor and assisting instructor if applicable.
- Put the Start and End Date(s) for when the class took place.
- During this process you will be presented with the SUPPLEMENTAL TOPIC button (image below). Select this button.
- Clicking the SUPPLEMENTAL TOPIC button will present you with a pop up to select the NY DOH statement. Check this box and click Save.
- Click *Save and Continue*.



Step 2: Build Roster

- Click Roster Entry Type to select from the following:
 - ◇ **Enter Student** for those students who have never attended a class with your training center.
 - ⇒ Enter a student's first and last names, their email address, and then click *Save*.
 - ◇ **Select Student** displays a list of any student that has previously added to a class roster.
 - ⇒ Select a student's name then click *Submit* (can select multiple at once)
 - ◇ **Select Member** is used to add instructors to the roster.
 - ◇ **Upload Students** is used in conjunction with the student upload Excel form to upload the student's names from a .xlsx file.
- Once you have added all your students to the roster click *Continue*.



Step 3: Review and Submit Class

- Make sure the skills session was successfully completed by all students. Confirm the details on this page are correct and click *Submit*.
- Credits will be deducted from your available credit balance, and you can now click the following:
 - ◇ **Email Certificates to Class Roster** for all students to receive their cards via email.
 - ◇ **Print Class Roster Certificates** to get a PDF copy of all the student's certification cards ready for printing or to be saved for your records.



HSI
1450 Westec Drive
Eugene, OR 97402
800-447-3177

3/3/2023
Alana Kilcullen

Dear Alana

Congratulations on successfully completing your HSI CPR AED All Ages (2020) -DC class. This HSI-Approved Training Center has chosen to issue your certification card digitally.

The digital certification card below is identical to a printed version of the card. It documents that you have demonstrated achievement of the required knowledge and hands-on skill objectives of the training program to the satisfaction of a currently authorized HSI Instructor. Your digital certification card may be printed for validation of certification. If further proof is required, scan the QR Code or go to www.hsi.com/validation and follow the instructions. The QR Code link in this letter will stay active. If you lose this letter, you may request a copy from the Training Center named below.

We strongly recommend that you download and save a copy of this letter for safekeeping.

To download the digital student book for this class or to complete a short evaluation of your class and instructor, please go to www.hsi.com/passport and register using the following number: 202772

ASHI Otis III Test Site
Eugene, OR



Certification Validation QR Code



Becca Newton	
Authorized Instructor (Print Name)	
3931186	
Registry No.	
3/3/2023	3/2025
Class Completion Date	Expiration Date
541-987-8653	3222888
Training Center Phone No.	Training Center I.D.

This CPR AED training program conforms with the 2020 American Heart Association Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care.
Expiration date may not exceed two years from month of class completion.



HSI
 1450 Westec Drive
 Eugene, OR 97402
 800-447-3177

3/3/2023
 Alana Kilcullen

Dear Alana

Congratulations on successfully completing your HSI Pediatric CPR AED Child/Infant/Adult (2020) class. This HSI-Approved Training Center has chosen to issue your certification card digitally.

The digital certification card below is identical to a printed version of the card. It documents that you have demonstrated achievement of the required knowledge and hands-on skill objectives of the training program to the satisfaction of a currently authorized HSI Instructor. Your digital certification card may be printed for validation of certification. If further proof is required, scan the QR Code or go to www.hsi.com/validation and follow the instructions. The QR Code link in this letter will stay active. If you lose this letter, you may request a copy from the Training Center named below.

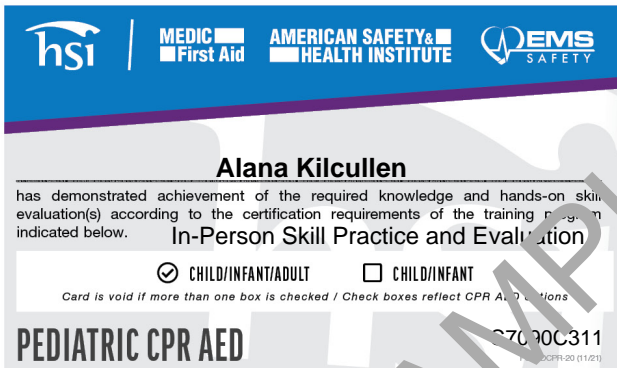
We strongly recommend that you download and save a copy of this letter for safekeeping.

To download the digital student book for this class or to complete a short evaluation of your class and instructor, please go to www.hsi.com/passport and register using the following number: 207341

ASHI Otis III Test Site
 Eugene, OR



Certification Validation QR Code



Becca Newton
 Authorized Instructor (Print Name)
3931186
 Registry No.
3/3/2023 **3/2025**
 Class Completion Date Expiration Date
541-987-8653 **3222888**
 Training Center Phone No. Training Center I.D.

This Pediatric CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care.
 Expiration date may not exceed two years from month of class completion.