2023 Regulatory Compliance Requirements for BLS Training in NYS Children's Camps and Bathing Facilities

The rules and regulations of the New York State Department of Health (NYSDOH, Title 10, SubPart 7-2, State Sanitary Code (SSC) require valid NYSDOH-accepted professional rescuer level basic life support, cardiopulmonary resuscitation (BLS/CPR) certification for the health director of children's camps and other staff, including the aquatics director, lifeguards, and certain trip and activity leaders. Part 6 of the NYSDOH SSC also requires BLS/CPR certification for all lifeguards of swimming pools and bathing beaches**. HSI Basic Life Support (BLS) is conditionally accepted** by NYSDOH for this purpose (letter attached).

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), or any form of 100% virtual training, as a delivery method for Initial Training, Renewal Training, and Challenges for BLS.
3. NYSDOH **requires** HSI BLS certification cards to carry the distinct statement **"In-Person Skill Practice and Evaluation"** to document skills were assessed in-person and not via RSV or 100% virtually.
4. HSI approved Training Centers and authorized instructors **must issue** unique, NYSDOH-accepted HSI BLS digital certification cards with the distinct statement displayed on the face of the card.
5. An approved Training Center or authorized HSI instructor **must create** a BLS class in the Otis Learning Manager portal to issue the unique, NYSDOH-accepted HSI BLS digital certification cards with the distinct statement. There are no print versions of the NYSDOH-accepted HSI BLS certification 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 BLS digital certification cards purchased from HSI.
7. NYSDOH-accepted HSI BLS digital certification cards are **only valid for 1 year** from the date of certification, regardless of the 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 BLS 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

Making the workplace safer and smarter ™

NEW YORK STATE | Department of Health

KATHY HOCHUL
Governor

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

MEGAN E. BALDWIN
Acting Executive Deputy Commissioner

March 1, 2023

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

Re: Health & Safety Institute "Basic Life Support"
      Course Review

Dear Mr. Shenefelt:

The New York State Department of Health (Department) has completed its review of the Health & Safety Institute's "Basic Life Support" course. We have determined that it is an acceptable course of instruction for CPR certification required for lifeguards under Subparts 6-1 and 6-2, and for children's camp staff under Subpart 7-2 of Title 10 of the New York Codes, Rules, and Regulations (10 NYCRR) when course administration includes an in-person, instructor led-skills session, which 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 courses delivered with remote skills verification, specifically, the Blended Learning with Remote Skills Verification (RSV) course delivery format. Therefore, acceptance of the 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 1/31/23, including the addition of the statement "In-Person Skill Practice and Evaluation" on the Basic Life Support certification card, 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 Basic Life Support courses administered using the Remote Skills Verification format.

The accepted course will be added to the Department's fact sheet "Cardiopulmonary Resuscitation (CPR) Certification for NYS Children's Camps and NYS Bathing Facilities." 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 this course, 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 CPR training in New York State.
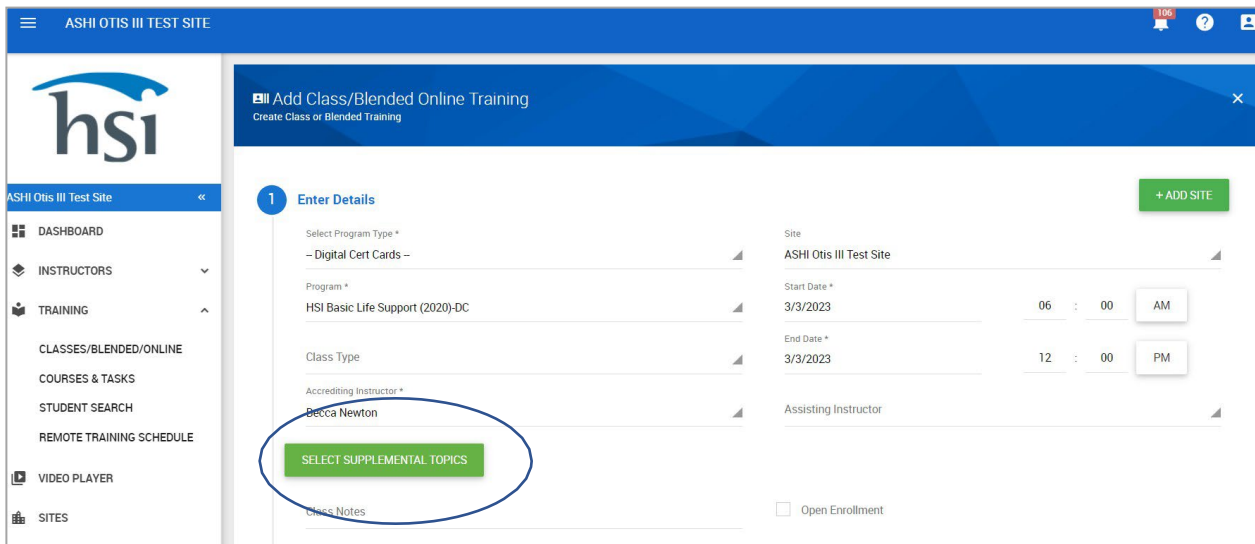
Sincerely,

Richard B. Hess

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

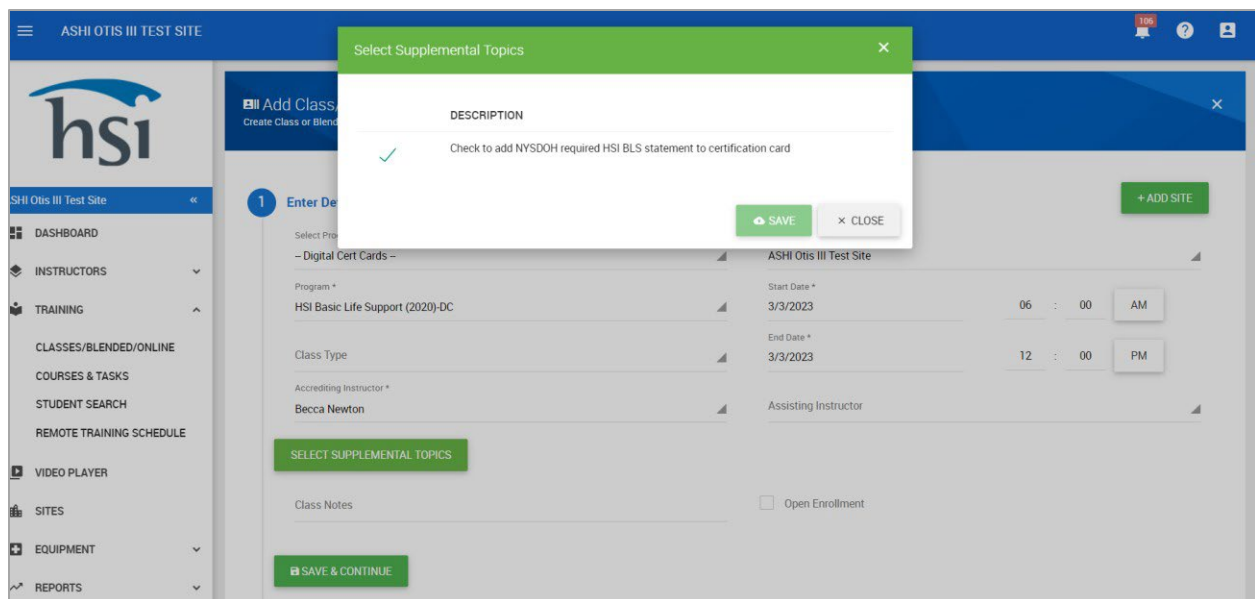# How To Issue NYSDOH-Accepted HSI Digital Certification Cards

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.

1/30/2023
Amir Pruitt

Dear Amir

Congratulations on successfully completing your HSI Basic Life Support_Test Year 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: Test:xxxx

ASHI Otis III Test Site
Eugene, OR

Certification Validation QR Code

Amir Pruitt

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

In-Person Skill Practice and Evaluation

BASIC LIFE SUPPORT

C414.0A6B
PCBLS20 (11/21)

Becca Newton
Authorized Instructor (Print Name)
3931186
Registry No.

1/29/2023	**1/2025**
Class Completion Date	Expiration Date
541-987-8653	**3222888**
Training Center Phone No.	Training Center I.D.

This Basic Life Support 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.

SAMPLE - VOID