

Community Training Center Training Site Agreement

This is an agreement between Southeast Community Training Center, an American Heart Association Community Training Center, and _____, for designation as a Training Site. The combined venture of the Community Training Center (hereinafter "CTC") and the Training Site (hereinafter "TS") will be to further goals and objectives of the American Heart Association by providing training that follows guidelines established and approved by and for the following emergency cardiac care (ECC) disciplines: _____. The CTC agrees to maintain instructor records and issue instructor cards. The TS agrees to maintain instructor records and to make those records available to the CTC. The CTC will sell/distribute course completion cards to the TS in reasonable quantities as determined by the CTC and TS for distribution to students. The TS agrees to maintain and issue course completion cards in accordance with the policies established by the American Heart Association and the CTC. In the event of termination of this agreement, the CTC agrees to purchase back unused, unmarked cards at the original purchase price and the TS agrees to sell/return all unused cards. The CTC agrees to meet with a committee made up of TS appointees on a yearly basis and update the TS of all new pertinent information and feedback on issues of past business. The TS agrees to establish, along with the CTC and other training sites, a TS committee to develop policies for all ECC disciplines, to adhere to those policies and to adhere to the policies established for ECC programs by the American Heart Association and the CTC. Training sites offering Basic Life Support (BLS) programs will maintain a Training Center (TC) Faculty of record who shall be responsible for the quality of their BLS program. Training sites offering Advance Cardiac Life Support and Pediatric Advanced Life Support programs shall maintain a Course Director or TC Faculty of record who shall be responsible for the quality of these programs. The TS will designate a TS Coordinator who will insure that all instructors under the TS are informed, advised and encouraged to adhere to the policies developed by the CTC, the American Heart Association ECC programs and individual instructor manuals. The TS Coordinator will also encourage instructors to further the goals of the American Heart Association. The TS agrees to handle all complaints and concerns and if unresolved will present the complaint or concern to the CTC for review and resolution. This agreement lasts one year from the date of signing with automatic renew yearly thereafter. It can be terminated in writing by either party within thirty business days after receipt of written notice. The parties below acknowledge and agree that each is an independent entity and neither may represent itself as a representative, employee or agent of the other. The parties below agree that neither will incur obligations on behalf of the other. The parties below agree that they are not joint ventures, partners or franchises. The parties below agree that they will not be liable for any direct, indirect, special consequential or incidental damages incurred by the other. The parties below acknowledge that the CTC does not provide any insurance coverage for the TS.

Name of TS: _____

Printed Name: _____

Title: _____ Signature: _____

Date: _____

Name of TC: _____

Printed Name: _____

Title: _____ Signature: _____

Date: _____

