

**FREQUENTLY ASKED QUESTIONS ABOUT THE  
EMERGENCY FIRST AID, CARDIOPULMONARY RESUSCITATION (CPR), AND  
USE OF AUTOMATED EXTERNAL DEFIBRILLATORS (AED) REQUIREMENT FOR  
LICENSURE AND RENEWAL**

The 2013 General Assembly passed House Bill 2028 and Senate Bill 986 effective on July 1, 2013, that state, in part, the following:

*§ 4. Every person seeking initial licensure or renewal of a license shall provide evidence of completion of certification or training in emergency first aid, cardiopulmonary resuscitation, and the use of automated external defibrillators. The certification or training program shall be based on the current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross. The Board shall provide a waiver for this requirement for any person with a disability whose disability prohibits such person from completing the certification or training....*

**Frequently Asked Questions**

1. *Who must complete the emergency first aid, CPR, and AED requirement?*
  - All persons applying for an initial Virginia license or renewal of a Virginia license are required to meet this requirement.
2. *Is this a one-time requirement that can be satisfied during the initial application for licensure or licensure renewal on or after July 1, 2013?*
  - Yes. The legislation states that an individual must complete the requirement for initial licensure or license renewal.
3. *When must the training or certification been completed in order to be accepted to meet the requirement?*
  - The legislation stated that the certification or training program shall be based on the current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross; however, the legislation was silent on when the training or certification must have been completed.
4. *How will the completion of the requirement be documented by the Virginia Department of Education?*
  - Upon completion of the requirement and documentation to the Virginia Department of Education that the appropriate training or certification has been completed, the license will include a statement that the requirement has been met.

5. *How will educators employed by Virginia school divisions submit verification that the training or certification has been completed?*
  - Virginia school divisions submitting initial requests for licenses and/or license renewal on behalf of employees will be required to verify that these individuals have provided evidence (documentation kept on file in the school division) of completion of certification or training in emergency first aid, cardiopulmonary resuscitation (CPR), and the use of automated external defibrillators (AED). Revised licensure requests forms and licensure renewal forms will be provided to school divisions to verify that the emergency first aid, CPR, and AED requirements have been met.
  
6. *How will individuals not currently employed by a Virginia school division verify that the training or certification has been completed?*
  - Individuals not currently employed by a Virginia school division will need to submit verification of the completion of the requirement with the application for an initial license or application for license renewal. (Refer to the response to question 7 for the documentation required.)
  - Individuals completing a Virginia approved program will need to provide documentation to the college or university. The institution of higher education will need to verify the completion of the requirement when submitting the application for an initial license.
  
7. *What will be accepted as official written documentation that an individual may submit indicating the training or certification has been completed?*
  - The following must be included on official documentation submitted to the licensure office by an individual:
    - ✓ Individual's full name (matching the name on licensure forms and the individual's license, if applicable).
    - ✓ Title or description of training or certification completed that must clearly indicate that all three components were included 1) emergency first aid; 2) CPR, and 3) AED.
    - ✓ Date the training or certification was completed.
    - ✓ Signature and title of the individual providing the training or certification OR printed certificate from the organization or group that provided the training or certification. Legible copies of wallet-sized certification cards or other sized certifications, containing the above information, from organizations providing current national evidence-based emergency cardiovascular care for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross will be accepted.
  
8. *Will training or certification offered online be accepted as meeting the requirement?*
  - Online training or certification that includes emergency first aid, CPR, and the use of AEDs that is based on the current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American

Heart Association or the American Red Cross, may be accepted to meet this requirement.

9. *Does the training or certification have to include a "hands-on" component?*
  - No. The legislation does not specifically state that the license holder must have "hands on" training.
10. *What level (e.g., child, adult) of CPR training or certification is required by the legislation?*
  - The legislation does not specify the level of training required.
11. *May the requirement be met by taking a class in emergency first aid, CPR, and AED, through a regionally accredited college or university, including community colleges?*
  - Yes. A course taken through a community college must include emergency first aid, CPR, and the use of an AED. The certification or training program shall be based on the current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross.
12. *Does the training or certification have to be from the American Heart Association or the American Red Cross?*
  - The legislation states that the training or certification shall be based on the current national evidence-based emergency cardiovascular care for cardiopulmonary resuscitation and the use of an automated external defibrillator, such as a program developed by the American Heart Association or the American Red Cross. The training or certification does not have to be taken from one of these organizations.
13. *Will the Virginia Department of Education provide a list of training or certification programs or offer the training?*
  - No. The Virginia Department of Education will not maintain a list of training or certification programs and will not provide training. Even though the training or certification does not have to be taken from the American Heart Association or American Red Cross, they may be a resource for training or certification programs.
14. *May licensure renewal points be earned under Option 8 – Professional Development Activity for completing the emergency first aid, CPR, and AED training or certification?*
  - Yes, if the training or certification meets the renewal requirements and the individual receives prior approval. Individuals employed in a Virginia educational agency must seek approval of activities for renewal from their division superintendents (or designees) and headmasters of accredited nonpublic schools in Virginia. Individuals not employed by a Virginia educational agency must seek approval of renewal points through the Virginia Department of Education.