NRP® Instructor Renewal How-to Guide

For instructors accessing the system through the NRP LMS on the NRP website this guide describes:

Review renewal requirements
- Login
- Enroll in the 7th edition NRP Instructor Renewal
- Access learning activities
- View and print your instructor eCard

How Do I Renew My Status?
Every 2 years (before your expiration date) you must complete the following:
- Teach or coteach 2 courses (Instructor-led Events)
- Purchase the NRP Instructor Renewal bundle (if accessing through your hospital account, your LMS admin should assign). Within this bundle:
  - Complete NRP Instructor Exam
  - Complete eSim cases
  - Complete Exam and eSim Evaluation

Login to the NRP LMS
- Go to https://www.healthstream.com/hlc/aap
- Enter User ID & Password
- Click LOGIN
- If you do not remember your ID or password, contact the AAP or HealthStream for assistance. Do not create a new account.

For the best user experience, we recommend using Google Chrome or Microsoft Internet Explorer as your web browser. Make sure to check your system configuration before beginning.

1 Enroll in the 7th Edition NRP Instructor Renewal

<table>
<thead>
<tr>
<th>Step</th>
<th>From This Screen</th>
<th>Do These Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A</td>
<td>Select Affiliation</td>
<td>Select radio button under Student/Manager. Click PROCEED WITH LOGIN. If you see a Welcome screen, click CONTINUE at the bottom.</td>
</tr>
<tr>
<td>1B</td>
<td>My Connections</td>
<td>Select the Catalog tab.</td>
</tr>
<tr>
<td>1C</td>
<td>Catalog</td>
<td>Click the 7th Edition NRP Instructor Renewal.</td>
</tr>
<tr>
<td>1D</td>
<td>7th Edition NRP Instructor Renewal</td>
<td>Click Enroll (green button located at top right of screen).</td>
</tr>
<tr>
<td>1E</td>
<td>HealthStream ID</td>
<td>If you have not already done so, you may be prompted to create a Master Account (HealthStream ID). Follow the directions in the HealthStream ID How-To Guide.</td>
</tr>
</tbody>
</table>

2 Learning Activities

The 7th Edition NRP Instructor Renewal includes the following learning activities:
- Terms of Use Agreement (Required)
- Instructor Toolkit (Optional)
- Instructor Course Learning Activity (Optional)
- Instructor Exam (in 3 parts) (Required)
- eSim Cases (Required)
- Instructor Exam and eSim Evaluation (Required)
After logging in, continue to the “My To-Do List” screen (located under the To Do tab at the top of the page).

<table>
<thead>
<tr>
<th>Step</th>
<th>From This Screen</th>
<th>Do These Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2A</td>
<td>My To-Do List</td>
<td>Click Resume or Start (to the right of the 7th Edition NRP Instructor Renewal).</td>
</tr>
<tr>
<td>2B</td>
<td>Learning Activities</td>
<td>Click (to the right of Terms of Use Agreement). Scroll down to the end of the Agreement. Click Accept Terms of Use.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Step</th>
<th>Learning Activity</th>
<th>Do These Actions</th>
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</thead>
</table>
| 2C   | Instructor Toolkit (Optional) | • Click VIEW then OPEN. Review the resources contained in the Instructor Toolkit.  
• Close this window to return to the list of course activities.  
• You may return to the Toolkit anytime by clicking on the Instructor Toolkit link. |
| 2D   | NRP Instructor Course Learning Activity (Optional) | • Click START to access the 11 learning modules.  
• Click Exit Course (top right) to pause. Click RESUME to continue working through the modules. |
| 2E   | Instructor Exam Section 1 (25 Questions) | • Sections 1 and 2 contain questions from the Provider Exam. Section 3 questions are based on content within the Instructor Tool Kit.  
• Click START then START TEST. |
| 2F   | Instructor Exam Section 2 (25 Questions) | • You may PAUSE the exam and return at another time, if needed.  
• Click COMPLETE TEST when you are ready to submit your answers.  
• After successfully passing the exam, you will see feedback for the questions that you missed.  
• Click EXIT TEST when finished. |
| 2G   | Instructor Exam Section 3 (20 Questions) | |
| 2H   | eSim Cases | You must complete the Equipment Check and 2 of the 4 other cases.  
• Click START to begin. Follow the prompts to move through the activity.  
• Click Exit Course in the top right hand corner to exit. |
| 2I   | Instructor Exam and eSim Evaluation | • Click START. Complete the evaluation.  
• Click COMPLETE EVALUATION to submit. |

How Do I Get My NRP Instructor eCard?

If you have met your renewal requirements 60 days prior to your expiration date, your status will be automatically renewed for another two years. If those requirements are met within the 60-day timeframe, please check back the next day to confirm your status renewal and view your eCard. To access your eCard:

- Click on the Profile tab (at the top of the screen)
- From the drop-down menu, choose Resuscitation Credentials.
- Click OPTIONS to the right of “NRP Instructor Card.” Choose View eCard or Email eCard from the drop-down menu.

Get stuck? We can help!

NRP
Call: 800-433-9016, selection 4#,  
Monday - Friday, 8am - 4:30pm CST  
Email: lifesupport@aap.org

HealthStream
Call: 800-269-7737  
Monday - Friday, 7am - 7pm CST  
Email: customer.service@healthstream.com

American Heart Association
American Academy of Pediatrics
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