

Options for BLS Course Completion

If you do not successfully pass the BLS course skills or written exam, you may choose from the following options to receive your course completion certificate.

If a you **passed the BLS skills tests but not the BLS written exam**, you may do one of the following:

1. Take the **HeartCode BLS** online course (you are responsible for purchasing the \$28.50 online course from the American Heart Association).
 - a. Email us your online course completion certificate within one week.
 - b. If you do not send us the online course completion certification within one week, you will be required to retake the in-person course (per option 2 below).
2. Retake the in-person course.
 - a. You may choose either the full BLS course or a BLS Renewal course.
 - b. You will retake only the written exam at the end of class.
 - c. You will not be required to retake the skills tests.
 - d. There is no charge to retake the in-person course **if you schedule your retake within two weeks** of the date of your original class.
 - e. If you do not reschedule your in-person course retake within two weeks, you will be charged the full course fee to retake the in-person course.
3. Call the office to schedule an appointment during business hours to take version B of the written exam.
 - a. You have one week from the date of your class to schedule to retake the written exam.
 - b. If you do not reschedule your written exam within one week, you will be required to retake the in-person course (per option 2 above).

If a you **passed the written exam but not the skills test**, you may do one of the following:

1. Attend the full BLS course
2. Attend the BLS renewal course
3. Attend the BLS skills session

There is no charge to attend another class **if you schedule your retake within two weeks** of the date of your original course. After two weeks, the full course fee will be due to retake the class.

You will only complete the skills testing during class.

There is no option to come to the office for private skills testing.