MILITARY TRAINING NETWORK

UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES
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January 19, 2007

MEMORANDUM FOR MILITARY TRAINING NETWORK PROGRAM DIRECTORS AND ADMINISTRATORS

SUBJECT: Submission of Updated Pediatric Advanced Life Support Course Agendas

1. **Requirement:** With the recent release of the updated Pediatric Advanced Life Support (PALS) Instructor's Manual and other related material, it is imperative that each training site review all updated material and AHA guidance. Regardless of previous submissions, all training sites will submit updated agendas for evaluation. Samples of the PALS agendas can be found at http://www.usuhs.mil/mtn/resources.htm.

2. **Modification of Agendas:** Training sites are authorized to make adjustments to the sample agendas. Lesson lengths and content listed by the AHA are considered minimal required lengths and the content is considered the minimal required content. Program directors may add time or content to each lesson or course based on individual training site needs, however, time and/or content may **not** be removed.

3. **Agenda Approval and CMEs:** Upon submission, agendas will be reviewed by the MTN PALS Program Manager for compliance. At that time CME credits will be evaluated for each type of course (instructor, provider or renewal). Training sites will not be authorized to teach PALS courses beyond the suspense date without receiving written confirmation of agenda approval. Approval letters will be sent via email to the training site PALS Program Director.

4. **Suspense:** Training Sites will have 30 days from the date of this memorandum to submit new agendas in order to continue teaching PALS courses. Courses will not be taught after this suspense without an approved agenda. Agendas may be submitted to the MTN via email to rbroussard@usuhs.mil or via fax to comm. 301-295-1717, DSN 295-1717.

5. **Point of Contact:** Point of contact for the above action is the MTN NCOIC (SFC William Vernon) @ comm. 301-295-1478, DSN 295-1478 or email at wvernon@usuhs.mil.

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