



# NRP® Instructor Renewal How-to Guide

This guide describes the steps to access instructor materials and renew status for instructors accessing the system through the NRP LMS on the NRP website. If you are accessing through a hospital account, please contact your hospital administrator.

- Review renewal requirements
- Login
- Enroll in the 7<sup>th</sup> 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**



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

## 1 Enroll in the 7<sup>th</sup> Edition NRP Instructor Renewal

| Step | From This Screen                               | Do These Actions  |
|------|--|---|
| 1A   | Sign In  | Enter <b>User ID</b> and <b>Password</b> . Click <b>LOGIN</b> .   |
| 1B   | Select Affiliation                             | Select radio button under <b>Student/Manager</b> . Click <b>PROCEED WITH LOGIN</b> . Then <b>CONTINUE</b> if prompted.  |
| 1C   | My To-Do List                                  | Select the <b>Catalog</b> tab.  |
| 1D   | Catalog  | Click the 7 <sup>th</sup> Edition NRP Instructor Renewal.   |
| 1E   | 7 <sup>th</sup> Edition NRP Instructor Renewal | Click <b>Enroll</b> (green button located at top right of screen).  |
| 1F   | HealthStream ID                                | If you have not already done so, you may be prompted to create a Master Account (HealthStream ID). Follow the directions in the <a href="#">NRP LMS Quick Start Guide</a> . |

## 2 Learning Activities

The 7<sup>th</sup> 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).

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



| Step | Learning Activity                                  | Do These Actions  |
|------|--|---|
| 2C   | Instructor Toolkit (Optional)                      | <ul style="list-style-type: none"> <li>Click <b>VIEW</b> then <b>OPEN</b>. Review the resources contained in the Instructor Toolkit.</li> <li>Close this window to return to the list of course activities.</li> <li>You may return to the Toolkit anytime by clicking on the Instructor Toolkit link.</li> </ul> |
| 2D   | NRP Instructor Course Learning Activity (Optional) | <ul style="list-style-type: none"> <li>Click <b>START</b> to access the 11 learning modules.</li> <li>Click <b>Exit Course</b> (top right) to pause. Click <b>RESUME</b> to continue working through the modules.</li> </ul>  |
| 2E   | Instructor Exam Section 1 (25 Questions)           | <ul style="list-style-type: none"> <li>Sections 1 and 2 contain questions from the Provider Exam. Section 3 questions are based on content within the Instructor Tool Kit.</li> <li>Click <b>START</b> then <b>START TEST</b>.</li> </ul>   |
| 2F   | Instructor Exam Section 2 (25 Questions)           | <ul style="list-style-type: none"> <li>You may <b>PAUSE</b> the exam and return at another time, if needed.</li> <li>Click <b>COMPLETE TEST</b> when you are ready to submit your answers.</li> </ul>   |
| 2G   | Instructor Exam Section 3 (20 Questions)           | <ul style="list-style-type: none"> <li>After successfully passing the exam, you will see feedback for the questions that you missed.</li> <li>Click <b>EXIT TEST</b> when finished.</li> </ul>  |
| 2H   | eSim Cases   | <p>You must complete the Equipment Check and 2 of the 4 other cases.</p> <ul style="list-style-type: none"> <li>Click <b>START</b> to begin. Follow the prompts to move through the activity.</li> <li>Click <b>Exit Course</b> in the top right hand corner to exit.</li> </ul>                                  |
| 2I   | Instructor Exam and eSim Evaluation                | <ul style="list-style-type: none"> <li>Click <b>START</b>. Complete the evaluation.</li> <li>Click <b>COMPLETE EVALUATION</b> to submit.</li> </ul>   |

## 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 Cards.
- 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](mailto:lifesupport@aap.org)



**Call:** 800-521-0574,  
Monday - Friday, 7am - 7pm CST

**Email:** [nrponline@healthstream.com](mailto:nrponline@healthstream.com)



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