

Automated External Defibrillator



Course Process & Report Form

For courses staged at BSAC CENTRES

BSAC Centres with appropriate Instructors can stage an AED course – **available for both BSAC members and divers of other agencies and not members of the BSAC.**

The process to follow is detailed below.

1

Download the Instructor Notes, Student Notes and Visual Aids from the BSAC Website:
www.bsac.org/page/96/resource-centres.htm

EVERY STUDENT MUST HAVE THEIR PERSONAL COPY OF THE STUDENT NOTES

2

Run the course and complete the Report Form (on following pages)
 Enclose payment of £15 per student (plus and extra fee of £10 each for non-BSAC members).

- **Report Form:** Please **PRINT** clearly in **capital letters** the names, addresses of all students attending the course, with membership numbers of all BSAC members where appropriate, in the spaces provided overleaf.
- **Ensure that entries are clear, legible and all requested information is provided. If HQ staff are unable to read the student's details, or information is incomplete, then the form WILL BE RETURNED TO THE CENTRE for clarification.**
- This information will be used to prepare course certification and the course will be logged at BSAC HQ. Please use a Results Continuation Sheet if the number of students exceeds the spaces available on this form.

Please enter below details of candidates who have FAILED on this occasion:

Name:	Membership No (if a BSAC member):

Lead Instructor Name	Membership No	Signature
Other Instructor Name	Membership No	Signature

Please send certification direct to **students / to the following Branch / Centre** contact for local distribution:
 (Delete where appropriate)

Name Membership N^o.....
 Address
 Postcode

PAYMENT FOR CERTIFICATION

No of Students @ £15 each: £

No of Students @ £25 each: £
(NON-BSAC MEMBERS)

TOTAL: £

Cheque enclosed? Y/ N

Or use Credit/ Debit card details:

Credit / Debit card number:

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Expiry Date:

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Valid From Date:

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Three-digit security
number (last 3 numbers
on the signature strip)

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Issue number (Switch only):

DETAILS OF CANDIDATES WHO ARE BSAC MEMBERS:

Name Address Postcode Mobile BSAC Membership No PASS / FAIL	Name Address Postcode Mobile BSAC Membership No PASS / FAIL
Name Address Postcode Mobile BSAC Membership No PASS / FAIL	Name Address Postcode Mobile BSAC Membership No PASS / FAIL
Name Address Postcode Mobile BSAC Membership No PASS / FAIL	Name Address Postcode Mobile BSAC Membership No PASS / FAIL
Name Address Postcode Mobile BSAC Membership No PASS / FAIL	Name Address Postcode Mobile BSAC Membership No PASS / FAIL
Name Address Postcode Mobile BSAC Membership No PASS / FAIL	Name Address Postcode Mobile BSAC Membership No PASS / FAIL

THANK YOU FOR YOUR CO-OPERATION IN COMPLETING THIS FORM CORRECTLY.
 INCOMPLETE REPORTS CAUSE UNFORTUNATE DELAYS IN PROCESSING.

Automated External Defibrillator COURSE REPORT for NON-BSAC MEMBERS

Non-BSAC Members are eligible to attend this AED Course that has been staged by a BSAC Centre

There are many benefits granted to non members:

FREE BSAC MEMBERSHIP FOR THREE MONTHS for all non-BSAC divers attending this course

- Monthly 'DIVE' Magazine (worth £11.10) and Full Club Voting Rights and Third Party Liability Insurance
- Up to 10% Discount from the BSAC Preferred Travel Partner Diving Holiday companies
- Preferential rates on Travel, Equipment and Medical Insurance
- Save up to £20 on AA Breakdown Membership
- Special Rates for HFC/Beneficial Bank Platinum Credit Card

IMPORTANT – Lead instructors:

Please complete this part of the form including details of all **non-BSAC divers** attending this course. Send back to HQ with £10 premium for each candidate. When received at HQ, this will generate the three months full membership for the following candidates:

Name Address Postcode Telephone Mobile Email PASS / FAIL	Name Address Postcode Telephone Mobile Email PASS / FAIL
Name Address Postcode Telephone Mobile Email PASS / FAIL	Name Address Postcode Telephone Mobile Email PASS / FAIL