



December 18, 2025

Dear BLS Instructor Candidate:

We are pleased to welcome you to the BLS Instructor Course. To ensure you are fully prepared, please carefully review the course syllabus and familiarize yourself with the BLS Provider Instruction Manual. If you are utilizing the eBook version, make sure your device is fully charged and that you have downloaded the manual to your eReader application. Additionally, we highly recommend having a physical copy of the BLS Provider Course Provider Manual available. You will be permitted to use these resources during your exams, so please bring all instructor materials to class. The more acquainted you are with the course content, the more you will benefit from this educational experience.

**Date: January 10, 2026**

**Time: 0800-1700**

**Location: Acorn to Oak Pediatrics, 1025 Hwy 80, Haughton, LA 71037**

Please wear comfortable clothing, as you will be demonstrating BLS and Heartsaver skills that involve working on your hands and knees, bending, standing, and lifting. If you have any physical conditions that may prevent you from participating in specific activities, kindly notify us prior to the course date. Our instructor staff will strive to accommodate your needs within the requirements for course completion.

The lecture portion of the course will be interactive. Please bring a laptop to facilitate your participation in course tasks. You will have the option to take the exams in either written or online format, and laptops will be available should you require a loaner device.

We look forward to meeting you and appreciate your choice of SMR Training Solutions for your emergency medicine education. If you have any questions about the course, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian W. Sparks'.

Brian W. Sparks, DMSc, PA-C, NRP  
AHA Faculty/Director  
BSparks@SMRTraining.com

A handwritten signature in black ink, appearing to read 'Stacey D. Sparks'.

Stacey D. Sparks, MD, FAAP  
AHA Faculty/Medical Director

A handwritten signature in black ink, appearing to read 'Charles'.

Charles "Craig" Menefee, RN, CEN, NRP  
AHA Faculty/Assistant Director  
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