

Pediatric First Aid/CPR Instructor Guide for PQAS

Pediatric First Aid/CPR: To be eligible to provide Pediatric First Aid/CPR instruction under a PQAS Instructor certification, you must hold an instructor certification by at least one of the Pediatric First Aid/CPR curricula that are approved in meeting the childcare licensing regulation. View a complete list of approved Pediatric First/Aid CPR curriculum at pakeys.org/firstaid-cpr.

Application Processing Timeline: PQAS applications will be processed in the order they are received. Pediatric First Aid/CPR PQAS applications will be processed within 30 days of a completed application.

PQAS Type: Instructors approved for Pediatric First Aid/CPR will be assigned Standardized Professional Development Instructor (SPDI) approval. Standardized Professional Development Instructors are authorized to provide only specific, pre-approved professional development related to early childhood education.

Approval Information: To apply for PQAS:

1. Log in at www.papdregistry.org;
*If you do not have a PD Registry account, please use pakeys.org/pdr-account for direction on how to create a new account.
2. Check the Apply to become a PQAS Instructor box.
3. Ensure to review and upload all required information. Requirements can be found at pakeys.org/pqas-initial.

Renewal Information: You will be able to renew your PQAS 60 days prior to expiration. To renew:

1. Log in at www.papdregistry.org;
2. Check the Renew my PQAS Approval box.
3. Ensure to review and upload all required information. Requirements can be found at pakeys.org/pqas-renewal.

Payment: Applicants applying for Standardized Professional Development Instructor approval including First Aid/CPR, Fire Safety, and Water Safety--After you submit your PQAS application, the system will request payment, please skip this by clicking Return to My Profile. The fee will be waived when your application is processed.

Course Permissions: Instructors approved for Pediatric First Aid/CPR will be assigned permissions to the appropriate course within the PD Registry. Permissions to the course will expire on the date of their Pediatric First Aid/CPR Instructor approval. All events must be scheduled under the assigned course.

Certificate of PQAS Approval: Instructors approved for Pediatric First Aid/CPR can show their PQAS certificate as proof. Your PQAS Certificate is official documentation of your approval. To view your PQAS Certificate:

1. Log in at www.papdregistry.org;
2. Click on the Reports tab;
3. Click on PQAS Approval Certificate.

Instructor Directory: If you are not finding your name within the Instructor Directory, it is because you did not check the box to allow your information in the public instructor search. To check this box:

1. Log in at www.papdregistry.org;
2. Click on the Instructor Tab;
3. Click Edit Information;
4. Check 'Include my profile in public instructor search results' box;
5. Click Save.

Pediatric First Aid/CPR Participant Certification Card/Document: Pediatric does need to be on the participant certification card/document. If you are providing a PA Approved Pediatric First Aid/CPR curriculum to Early Childhood Educator providers, the following must appear on the participant certification card/document:

- Curriculum name
- Instructor's name
- Participant's name
- Issued and Expiration dates

While the instructor may be affiliated with another organization approved to provide professional development, the individual instructor's name must be visible to verify their PQAS status.

Additional Information:

- All Pediatric First Aid/CPR Instructors providing Pediatric First Aid/CPR to Early Childhood Educator providers must be PQAS approved in PA at the time of the training.
- PQAS approval will expire on the date the Instructor's Pediatric First Aid/CPR instructor card expires, at which time, an online renewal application must be submitted.
- If approved solely for Pediatric First Aid/CPR, Fire Safety, and/or Water Safety you are not permitted to create or deliver any curriculum outside those approved training(s). If you wish to provide PD outside of these areas, you will need to submit a Professional Development Instructor (PDI) PQAS application.

At any time, if you have any questions, please email us at PQAS@pakeys.org.