

Florida Chapter



Please submit the completed packet with your check for \$2.50 per certificate made payable to:

Florida Chapter - Air & Surface Transport Nurses Association

As the provider of the education Contact Hours, the FC-ASTNA is required to maintain detailed records of the educational offering for a period of four (4) years. In accordance to the State of Florida-Department of Health-Division of Medical Quality Assurance/Board of Nursing, each course packet will require the following:

1. Completed attendance sheet to include:

- Participant name
- Nursing License Number
- Date of Offering
- Title of offering
- Number of CH awarded

Note: One contact hour is defined as a minimum of 50 minutes presentation time. Thereafter, every 0.5 CH is defined as an additional 25 minutes of presentation.

- 2. Course brochure copy
- 3. Identification of a course co-sponsor, if applicable
- 4. Course Objectives
- 5. Course Subject Outline
- 6. Curriculum Vitae on all speakers
- 7. Course Bibliography
- 8. Course References
- 9. Teaching method utilized: IE: PowerPoint, Overheads, Handouts
- 10. Method of Evaluation: Send a copy of the tool
- 11. Summary of offering evaluations or a complete set of course evaluations
- 12. Course Director's Name and contact telephone information

After acceptance of the complete packet, the certificates will be sent directly to the course director.

Mail the packet to:

Scott Wyant RN, EMT-P
Provider Coordinator for FC-ASTNA
15632 Eastbourn Drive
Odessa, FL
33556

For questions, please contact:
Phone: Cellular 727-639-5126
Email: swyant1@tampabay.rr.com