

New Team Member RQI (BLS/ACLS/PALS)

Team Member Name: _____ Title: _____ Dept.: _____

Team Member Status (X) _____ Full Time _____ Part Time _____ Per Diem

RQI Criteria:

1. Be a full time team member who is REQUIRED to have the BLS, ACLS, or PALS certification for their job description.
2. Be a part time team member who is REQUIRED to have the certifications and are NOT employed full time with another company who offers the certification. (If their primary place of employment offers certifications-, they will not be using RQI here)
3. Be a per diem team member who is REQUIRED to have certification and does NOT have another primary place of employment. (If they have a primary place of employment that requires these courses, they will not be using RQI).

If the team member meets any of the above criteria, they will need to be in the RQI system. Team members must have at least 6 months before the expiration of their certification to be put in the RQI system. If they do not, they will need to attend one of our in-house instructor lead courses prior to starting RQI.

Sign-up sheets for instructor led courses are located in the main hospital, across from the cashier's office, behind the main elevators. Sign up for the next available course; you will receive a confirmation/reminder email to your DeKalb email address approximately 2 weeks before the course.

_____ Yes, I meet RQI criteria.

_____ No, I do not meet RQI criteria.

_____ I will need to attend an instructor led course before being placed into RQI.

I am signed up for ____/____/____

A copy of your *current* BLS, ACLS, and/or PALS certification(s) must be attached to this form.

Office use only

RQI Requirements _____ BLS _____ ACLS _____ PALS
_____ Team Member placed in RQI