



Frequently Asked Questions

Town Hall July 30, 2024

I. Transition Current Courses and Planning 2025 Courses

The continuing education credits (nursing contact hours/CME) will expire on 01/31/2025 for the current Instructor-led courses, which means that the current courses using existing materials may no longer be taught after 01/31/2025. Also, the materials will be marked out of print and no longer for sale after 01/31/2025. *All current course materials must be used before the end of 01/31/2025.* The nursing contact hours/CME contact hours earned for courses held through the end of 01/31/2025 may still be applied to certification maintenance or employer continuing education requirements – please check with the certifier or employer for any questions on nursing contact hours/CME requirements.

Q: What is the release date for the Intermediate and Advanced Course new materials, and Intermediate Instructor Workshop, and when can we order them?

A: We anticipate early 2025 for the release of the new materials. You can continue to hold courses and use the current materials through 01/31/2025. The materials will continue to be purchased through Kendall Hunt Publishing. Once we have a release date for the newly revised course materials, how to order the materials, and pricing information we will communicate via email, and post the information on the FHM Instructor HUB, and at www.awhonn.org > Instructor Page.

Q: We were not expecting this renewal of the course so soon (last update 2022). I have student books that will not be used, is there any avenue for refunds or exchange for the next edition?

A: Materials are non-transferable to a new edition. Contact Kendall Hunt and refer to their return policy for returning any unused materials [Returns Policy | Kendall Hunt Support Portal](#). Please contact Kendall Hunt at ordernow@kendallhunt.com or call: 800-338-8290 (7:30 a.m. - 5:00 p.m. CT M- F) if you have additional questions.

Q: I recently bought a book (within last month) which now we can only use for the next six months before new course work. Is there any way to return that purchase?

A: Please follow Kendall Hunt's return policy for returning any unused materials [Returns Policy | Kendall Hunt Support Portal](#). Please contact Kendall Hunt at ordernow@kendallhunt.com or call: 800-338-8290 (7:30 a.m. - 5:00 p.m. CT M- F) if you have additional questions.

II. Clinical Content

Q: I do not see anything about fetal arrhythmias listed for the AFM course. Has that been removed?



A: The Advanced Fetal Monitoring course has mandatory Complex Scenarios and 3 additional Complex Scenarios. One of the three additional scenarios will be selected by the instructor to teach during the course. One of those is a fetal arrhythmia scenario.

Q: Is there information about Intermittent Auscultation in either class and how to perform it?

A: The Intermediate Fetal Monitoring course has an online module on Intermittent Auscultation (IA) and some of the case scenarios in both courses talk about using IA.

Q: Does the course address intermittent monitoring in labor?

A: None of the courses address intermittent monitoring, as there is not level-one evidence available on intermittent monitoring.

Q: Will there be any more guidance on addressing significant decels?

A: Both the Intermediate and Advanced Fetal Monitoring courses have added the Shields et al algorithm into the courses.

Q: Will there be a change in any of the NICHD definitions?

A: The NICHD met in 1997 and then again in 2008. They have not indicated they are meeting again at this time.

Q: Why the recommendation if the case studies are all the same?

A: The case studies are different in this revised version of IFM, AFM and IIW. The content writers, reviewers and pilot test participants provided new case studies and materials for the updated versions.

Q: Does this revision change how maternal oxygen is given as an intervention as compared with the 2022 revision?

A: The AWHONN Response to ACOG's Practice Advisory on Oxygen Supplementation in the Setting of Category II or II Fetal Heart Rate Tracings has not changed and can be found at this [link](#)

Q: After the new materials come out, do you recommend that we provide an "update" class/information sheet to those individuals who have recently taken a course before 1/31/25? For example, will someone who has taken a class in October 2024 need any update?

A: The current materials are still valid, evidence-based, and appropriate for all participants until January 31, 2025. The cadence of Fetal Heart Monitoring education should be followed based on your hospital policies and state board requirements.

Q: Will you provide us with an updated class agenda for each class or will we make our own?

A: There are 4 class agenda examples in the Intermediate Fetal Monitoring Instructor Resource Manual, and a sample agenda in the Advanced Fetal Monitoring Course and the Intermediate Instructor Workshop.



Q: If a participant has questions regarding materials or does not agree with the AWHONN-provided answers, how do they receive feedback from the evaluation completed after the course?

A: Participants can contact us at fhm@awhonn.org. An FHM Team member will assist with redirecting their inquiries to appropriate AWHONN staff members. There is a comment box in the post-course evaluation section and those should be reviewed by the instructor. The FHM instructors may also reach out to the FHM team at fhm@awhonn.org.

Q: Is there any consideration for renaming the courses? Many facilities feel the advanced is "better" but really, they work well together, and BOTH courses are great!

A: The course names remain the same for this revision and update. This will be discussed for the next update.

Q: Have any of the Instructor Candidate requirements changed? And will there be a grace period to the one-year requirement to complete a teach-back?

A: The instructor candidate requirements remain the same. Instructor candidates that completed an Instructor Workshop with the current materials which can be used until January 31, 2025, will be able to conduct a teach-back using 2025 new materials. Therefore, Instructor Candidates will continue to have one year to complete a teach-back.

III. Participants Course Portal/Materials

Q: Why is the prework required 48 hours in advance? This is a barrier despite my best attempts at communicating with participants.

A: The 48 hours in advance gives the instructor the ability to verify that participants completed the prerequisite learning before admitting them into the in-person course. If the prerequisite is not complete before the course, the instructor must notify the participant of the next steps since they cannot attend the in-person course.

It also provides instructors time to prepare their in-person course should participants submit any questions or topics they need answered and ensures a smooth transition between the in-person course and the test/evaluations to obtain their nursing contact hours/CME certificate.

Although the course is available 30 days before the course date and ends 48 hours, we are aware participants do not always complete the prerequisite in the time allocated. Therefore, we will give the instructor(s) registered to teach the course the ability to extend the prerequisite deadline at their discretion. Course participants and Instructors will no longer need to contact fhm@awhonn.org to make this request. This change is based on feedback AWHONN received. Instead, the course participant should contact the instructor.



A blue extend button will appear the day before the course date in the Course Instructor Access Portal/Course Roster. This will extend the deadline to 11:59 PM Pacific Time. However, AWHONN believes it is best practice that the online prerequisite learning must be completed 48 hours before the course date.

[Extend Prerequisite Deadline](#)

Q: Will there be a change to having to purchase Intermediate Instructor Workshop and then purchase Intermediate Instructor Teaching Materials after becoming an instructor? Some of the information was not accurate in the IIW material but this was all I could use to complete the teach back.

A: There are different price points in the materials. The Intermediate Instructor Workshop –participant materials represent AWHONN’s registration fee for attending the Intermediate Instructor Workshop.

The Intermediate Instructor Workshop – Participant Materials provides the unique materials ID number to complete the prerequisite learning and evaluation to get their nursing contact hours certificate. The participant materials are designed to help Intermediate Instructor Candidates become familiar with the content and the slides that you are presenting as a “**micro-teach**” during the workshop. The Intermediate Instructor Workshop – Participant Materials does not have everything to teach the Intermediate Fetal Monitoring Course.

We encourage Intermediate Instructor Candidates to collaborate with the Designated Instructor or Instructor Trainer evaluating the **teach-back** to use the evaluator’s materials during the **teach-back experience**. This helps the Intermediate Instructor Candidate not to incur the cost for the Intermediate Instructor Teaching Materials- Print Book full set teaching materials if they do not successfully complete their teach back. After the successful completion of a teach-back, AWHONN requires every instructor to purchase the Intermediate Instructor Teaching Materials- Print Book full set, once they have completed the process of becoming an instructor.

Q: If course participants take a course in January, will the test for the current content still be available for 30 days?

A: Yes. Course participants who take the course in January will still get the corresponding test and it will be available for 30 days.

Q: Since Instructors can move participants to another class, is there a timeframe for when they must take that class?

A: **Prerequisite Education** – Instructors moving participants are restricted only to the Intermediate Course and Intermediate Instructor Workshop prerequisite portion and related to those who were unable to attend the in-person course and have started the prerequisite assignment. For a participant to be moved, the new course must currently be available for prerequisite completion (beginning 30 days before the course date) and must also be the same course edition. Please note participants must provide their Participant Materials ID to the instructor for the instructor to move the participant.



In-person Course/No Show - We encourage participants to complete the in-person course at the time the course is held. If the participant did not attend the in-person course, they have six months from the original course date to be moved to another course. If it is past six months, the prerequisite will be reset after they are moved. Participants can use the same Participants Materials ID. However, the course edition must be the same.

Course Cancellation: If your facility or Instructor cancels the course, the participant can move to a different upcoming course. However, if the course was cancelled and rescheduled with the same Course ID, then the Course Administrator would update the new course date on the AWHONN Registration page. Participants will be automatically moved to the rescheduled course. However, the course edition must be the same.

Q: Will we still be using the same participant workbooks and Textbook?

A: Participant Materials – No, they are new participant workbooks. The new 8th ed Intermediate Course, 7th ed Advanced Course, and 4th ed Intermediate Instructor Workshop Participant Materials are completely updated with content and images. It is required for each course participant to purchase Participant Materials with the unique code through Kendall Hunt each time they take a course. The purchase represents AWHONN's registration fee for participants to attend the course and includes the Participant Material handouts.

Textbook – Yes it is the current textbook. *The 6th ed Fetal Heart Monitoring Principles and Practice* textbook will continue to be the resource used for the courses. Participants do not need to purchase a textbook each time they take a course but must have access to the current textbook in a hospital library checkout system or their own copy of the book. We anticipate that the *Fetal Heart Monitoring Principles and Practice 7th* edition textbook will be released at the end of 2026.

Course Participant Materials -

8th ed. Intermediate Course Participant Materials	7th ed. Advanced Course Participant Materials	4th ed. Intermediate Instructor Workshop Materials	6th ed. <i>Fetal Heart Monitoring Principles and Practices</i>
Digital eBook is available as an alternative to the print version*. Each participant will continue to require a unique Participant ID that is included with the Digital eBook purchase. Both versions are approved for all AWHONN Intermediate Courses. Participant code and access instructions for the online work are	Digital eBook is available as an alternative to the print version*. Each participant will continue to require a unique Participant ID that is included with the Digital eBook purchase. Both versions are approved	Digital eBook is available as an alternative to the print version*. Each participant will continue to require a unique Participant ID that is included with the Digital eBook purchase. Both versions are approved for all AWHONN Intermediate Instructor Workshops.	Required resource used for the courses Participants must have access to FHMPPTextbook. Can be used as a check in/check out. for large hospital systems or purchase one copy



on the front/inside cover of the participant books. <u>Online Prerequisite:</u> ➤ Section 1: Data Collection ➤ Section 2: Influences on FHR Patterns ➤ Section 3: Interpretation ➤ Section 4: Leopold Maneuvers video ➤ Section 5: Techniques ➤ Section 6: Intermittent Auscultation ➤ Section 7: IUPC / FSE video ➤ Knowledge checks rather than post-test ➤ Unlimited attempts to pass the knowledge checks. ➤ If the online portion is completed, unlimited access to review the education until the day of the course. ➤ 4.5 hours to complete Participants have access to complete the online learning 30 days before the in-person course date. Online prerequisite must be completed before attending the in-person course. Access ends 48 hours before the in-person course. <u>Instructor-led in-person (1 day)</u> ➤ Interpretation ➤ Interventions ➤ Evaluation and Synthesis ➤ Skill Stations: • 3 Case Scenarios • 9 Short Practice Tracings • Leopold Maneuvers • FSE/IUPC insertion	for all AWHONN Advanced Courses. Participant code and access instructions located front/inside cover of the participant books. No prerequisite required. 30 days after the course, participants have 30 days to complete the online mandatory knowledge integration test w/3 attempts to pass the test and get their nursing contact hours/CME. Participants will have access to the participant portal the day of the course and after the Instructor enters participants first and last name. *An email address is required if purchasing the digital version. Access codes and instructions will be sent for redemption	Participants code and access instructions for the online work are on the front/inside cover of the participant books. <u>Online Prerequisite:</u> ➤ Unlimited attempts to pass the knowledge checks. ➤ If the online portion is completed, unlimited access to review the education until the day of the course. Participants have access to complete the online learning 30 days before the in-person course date. Online prerequisite must be completed before attending the in-person course. Access ends 48 hours before the in-person course. 30 days after the course, participants have 30 days to get their nursing contact hours. Participants must complete eligibility forms to attend the course. The Instructor Trainer teaching the Intermediate Instructor Workshop will provide participants with the forms. All participants taking the Intermediate Instructor Workshop must purchase the Intermediate Instructor Workshop – Participant	per participant.
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➤ Added Physiological Birth positions. ➤ 7-hour in-person course 30 days after the course, participants have 30 days to complete the online mandatory knowledge integration test w/3 attempts to pass the test and get their nursing contact hours/CME. *An email address is required if purchasing the digital version. Access codes and instructions will be sent for redemption		Materials. This workshop prepares Intermediate Instructor Candidates to become Instructors. Intermediate Instructor Workshop – Participant Materials include prerequisite and 4-hour in-person materials including partial Course Outline with Script for microteach. *An email address is required if purchasing the digital version. Access codes and instructions will be sent for redemption Participant materials for the Intermediate Instructor Workshop are not used to teach the Intermediate Fetal Monitoring Course. After successful completion of a teach-back, access or purchase of the Intermediate Instructor Teaching Materials- Print Book full set teaching materials are required.	
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IV. Knowledge Integration Test

Q: Will there still be 50 question tests?

A: Yes, there are still 50 questions for the IFM and AFM knowledge test. Both tests are mandatory and with the requirement to achieve 80% or greater to pass the course and receive a certificate. Participants have three attempts to pass the test. The test sections are randomized and will be in a different order for participants. The questions that were missed the most have been replaced with new questions.



Q: Will participants be able to review the prerequisite content after their in-person class before taking the posttest? Some participants complete the work 25-30 days before class, so then the content is not fresh in their mind when they go to prepare for their posttest. Has there been any consideration for giving access for 30 days post in-person class?

A: We have investigated allowing access to the prerequisite after the in-person course until the test is completed. Unfortunately, we are not able to accommodate this request. Instead, to accommodate this request after completing the prerequisite, participants can review it until the day of the course. Participants need to complete everything in sequential order and to have a full understanding before attending the in-person course. The test is available immediately after the instructor marks the participants “passed” and accessible until 30 days after the course date. Also, participants have their participants handout materials as a reference. Instructors who purchased or have access to the full set/print Intermediate Instructor Teaching materials will have the online prerequisite files to guide the participant if questions arise. Finally, we added three attempts for participants to pass the knowledge test.

Q: When does the knowledge test need to be completed? Can participants take up to 3 months to do the post test and evaluation for both courses?

A: **Knowledge Test:** No. Participants have 30 days after the course date to complete the knowledge test and evaluation to get their certificate for both the Intermediate and Advanced Courses. After 30 days the portal will lock participants out and access will be denied.

Late Access Request: If participants need access after 30 days, participants must complete the online “Request Late Access” form. They will need the course ID# and Participant Materials Code to request late access online. AWHONN FHM Team cannot grant late access without this information.

We understand there are unforeseen circumstances. On a case-by-case basis, we will allow late access before the participant needs to retake an in-person course. AWHONN reserves the right to deny late access.

Therefore, we strongly encourage all participants to immediately complete the process within 30 days after the course date.

Q: Can Instructors take the exam before we start teaching the latest content so we can understand the content covered?

A: The purchase of the Intermediate Instructor Teaching Materials- Print Book full set teaching materials, Intermediate Instructor Workshop Teaching Materials, and/or the Advanced Course Instructor Resource Manual will include the Test and Rationales. Instructors should allow time to review and be familiar with all the new materials before teaching the program.

V. Instructor Teaching Materials

Q: If there are multiple instructors in an institution, does each instructor have to purchase the instructor materials?



A: The I Intermediate Instructor Teaching Materials- Print Book (full set w/-tote bag) includes all the materials (IRM, Presentation, Course Outline with Script, Case Scenarios, Short Practice Tracings, Test and Rationale, Online Prerequisite Educational Learning, and one-time code to download the files. Each hospital address must purchase at least one Intermediate Instructor Teaching Materials- Print Book full set.

The online Intermediate Course Instructor Resource Replacement Manual (partial) is intended for hospital/healthcare systems with multiple instructors at a facility. Each facility must have access to the Intermediate Instructor Teaching Materials- Print Book full set. **Please note the Case Scenarios, Short Practice Tracings, Test/Rationales, and Online Prerequisite Educational Learning not included in the Intermediate Instructor Resource Manual (partial) Download.**

Intermediate Course Instructor Teaching Materials (full set – print/w digital download)	Intermediate Instructor Resource Manual (partial - digital version only)	Advanced Instructor Resource Manual (print/with digital or Digital version)
Includes the Intermediate Instructor Resource Manual, Presentation, Course Outline with Script, Case Scenario and Short Practice Tracings (included in the slides with script), Test/Rationales, Online Prerequisite Educational Learning, and Participant Pack one for review with participants.	The digital copy is intended as a service to help hospital/healthcare systems with multiple Instructors at their facility and need additional manuals.	
Delivered print in a 3-ring binder with digital download for one-time code to download files to workstation. No more USB drives. Case Scenario and Short Practice Tracings will also be included as a spiral-bound book (qty 2). Prerequisite Educational Learning course outline with script will also be included as a separate spiral-book (qty 1)	Delivered as a digital version via web portal. (Case Scenario and Short Practice Tracings, Test/Rationales, Prerequisite Learning, and Participant Pack not included in purchase)	Delivered in a 3-ring binder with digital download for one-time code to download files to workstation. Or *Digital download only via web portal. (No more USB drives.)
All Instructors must purchase or have access to the full Intermediate Instructor Teaching Materials. Instructor Resource Manual is valid for use by ONE Instructor only and uploading to single user workstation for teaching.	Single user purchase is Valid for use by ONE instructor only Should be secured. Should not be posted to a public facing website. *Updates made available via web portal.	Single user purchase is Valid for use by ONE instructor only. Should be secured. Should not be posted to a public facing website.



Facilities with multiple Instructors teaching at a single address should purchase an additional Intermediate Instructor Resource Manuals (digital version) Permission includes sharing and uploading the Case Scenarios and Short Practice Tracings, Online Prerequisite Learning Instructors to access for providing direction/teaching the AWHONN FHM Intermediate Program at a single address. Cannot be used for any other educational purposes. * Updates made available via web portal. *Each hospital should purchase its own kit. Should be secured. Should not be posted to a public facing website. *Hospitals who have data security protocols should work with facility IT.	*Email address for digital item access (codes and instructions will be sent to distribute to individuals for personal redemption)	*Updates made available via web portal. *Email address for digital only item access (codes and instructions will be sent to distribute to individuals for personal redemption)
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VI. Nursing Contact Hours/CME

Q: What are the new CEUs/Learning Objectives/Teaching Ratio?

A: The new maximum number of AFM participants is 24 for live and virtual courses. Please see the information listed below.

Intermediate Course

Nursing Contact Hours Available	CMEs Available	Max # of Participants	Min. # of Participants	Instructor Participant Ratio	Max. # of Instructors (Includes Teach-back Candidates)
11.50	11.50	24	2	1:6	4

(0.5 hours pharmacology credits available)

- **Intermediate Fetal Monitoring Course –**
 - prerequisite learning 3+ hours on-line



- in-person is an 8-hour day includes time for lunch and breaks – (**cannot** be taught virtually).
- **Learning objectives:**
 - Interpret fetal heart rate monitoring using NICHD terminology within a safety culture framework of interdisciplinary teamwork.
 - Describe clinical interventions and related maternal-fetal physiology to optimize fetal oxygenation.
 - Demonstrate collaborative communication in the perinatal setting.
 - Demonstrate common perinatal procedures related to fetal monitoring.

Advanced Course

Nursing Contact Hours Available	CMEs Available	Max # of Participants	Min. # of Participants	Instructor Participant Ratio	Max. # of Instructors (Includes Teach-back Candidates)
8	8	24	2	1:24	4

(0.75 pharmacology credits available)

- **Advanced Fetal Monitoring Course**
 - An 8-hour day includes breaks and lunch.
 - Advanced Instructors can continue to offer the Advanced Course as a virtual option.
 - **Learning objectives:**
 - Describe physiologic principles of the pregnant patient's and fetus's oxygen transfer as they apply to principles of fetal heart monitoring.
 - Appraise the fetal response to the pregnant patient's pathological and physiological adaptations during the labor process.

Intermediate Instructor Workshop

Nursing Contact Hours Available	CMEs Available	Max # of Participants	Min. # of Participants	Instructor Participant Ratio	Max. # of Instructors (Includes Teach-back Candidates)
6	None	6	2	1:6	2

- **Intermediate Instructor Workshop** (6 total nursing contact hours)
 - prerequisite 2 hours online
 - 4 hours in-person - **cannot** be taught virtually):
 - **Learning objectives:**
 - Apply adult learning/teaching principles to the Intermediate Fetal Monitoring Course



- Demonstrate entry level proficiency in teaching selected segments of Intermediate Course (lecture and skill stations)
- Manage classroom issues and formulate problem-solving techniques.
- Identify administrative responsibilities, policies, and procedures of the Intermediate Fetal Monitoring Course
- Demonstrate navigation of AWHONN web site for administrative functions

VII. CNE Renewal Date/Certificate

Q: What is the recommended renewal timeframe?

A: The recommended renewal date will be **two years** from the last day of the month and the year you complete your fetal monitoring course. We are making this change to be consistent with the American Heart Association and the American Red Cross in heart resuscitation courses including BLS, ACLS, PALS, NRP, and other equivalent courses.

Similar to S.T.A.B.L.E. and ALSO, AWHONN has selected “Recommended Renewal Date” to be on the certificate rather than “Expiration Date.”

AWHONN will not monitor whether individuals or hospitals follow this recommendation. It will be up to the individual hospital/employer policies to make that decision.

AWHONN will not give guidance as to what course should be taken every two years, as that will be dependent upon the nurse taking the course. In some instances, the nurse should re-take the same course they took; in other instances, they should complete a more advanced AWHONN course, if available. Again, these will be directed by hospital policy and not an AWHONN requirement.

Q: Would it be possible for the course number to be printed out on the program contact hour certificates?

A: Yes, the course number will be printed on the certificates.

VIII. Website

Q: Will the Instructor pages highlight what to ask of the participants easily rather than being buried in the information?

A: Thank you for your feedback. There will be a designed section on the Instructor Page to access the information. We will collaborate with our technology, marketing, and design teams to help organize the content in a user-friendly functionality.

IX. General Information

Q: Will the other three Town Hall dates have the latest information or just a repeat of today?



AWHONN
PROMOTING THE HEALTH OF
WOMEN AND NEWBORNS

**FETAL HEART
MONITORING
PROGRAM**

A: Each Town Hall we will be providing different updates. Registration is limited. The event will be recorded and available for all to review as needed. We are looking forward to having you join us.

Town Hall Future Dates

[October 1, 2024](#), at 4:00 PM EST

[December 4, 2024](#), at 4:00 PM EST

[January 14, 2025](#), AT 4:00 PM EST

For questions not answered during the Town Hall, please contact fhm@awhonn.org.