



LOUISIANA DEPARTMENT OF EDUCATION

The Louisiana Department of Education (LDOE) – Division of Licensing is assisting licensed providers and Child Care Assistance Program (CCAP) certified family home and in-home providers with obtaining cardiopulmonary resuscitation (CPR) and first aid certification for licensed early childhood center and CCAP certified staff. Below you find a list of vendors that are approved to be paid by LDOE.

APPROVED CPR AND FIRST AID VENDORS

CPR and First Aid Vendors		
Name	Location	Contact Information
Patti Endsley	Sunset, LA	pendsley62@gmail.com (337) 278-5823
W. Daniel Rosenthal Workplace Nurses, LLC	Gretna, LA	workplacenurse@juno.com (504) 813-3797
Lisa R. Trusclair	Baton Rouge, LA	Lisa.trusclair@yahoo.com (225) 719-2586

Revised: 11/04/2021

- NOTE: ONLY LDOE approved vendors on this list are eligible for payment. Payments are not retroactive prior to LDOE approval.
- NOTE: Under no circumstance can a vendor who is a director or owner of a center be paid for training the staff employed at their center.

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If you or someone you know is interested in applying to be a First Aid/CPR vendor with LDOE, please see the instructions below:

How to become an approved CPR/PFA vendor paid by LDOE:

- NOTE: You must be able to provide a live demonstration and receive a live demonstration from early childhood center staff.
- Verify whether or not you are a registered vendor with the State of Louisiana and have a **LaGov vendor number**. <https://wwwcfprd.doe.louisiana.gov/OSP/LaPAC/vendor/srchven2.cfm>
- If you are not registered as a vendor, you will be required to register prior to LDOE considering your proposal. (link to instructions: <https://www.doe.la.gov/media/gewlb4nk/lagov-vendorregistration.pdf>)
 - Submit a proposal to the LDOE Division of Licensing. The proposal must include at a minimum:
 - LaGov vendor number
 - A copy of your CPR/PFA instructor certification card
 - A description of the training,
 - The number of participants that could be trained through 6/30/2022 (up to 300 at no more than \$65 per person),
 - Total amount for training (maximum is \$19,500) and
 - Verify that you are able to provide a live demonstration and receive a live demonstration from early childhood licensed or CCAP certified family home or in-home staff.
- If approved by LDOE, a detailed invoice will be required for each payment. The detailed statement must include:
 - Invoice Number
 - LaGov Vendor Number
 - Purchase Order Number (provided to the vendor after LDOE approval)
 - Center's name, address, and phone number and director's name
 - Description of the training
 - Full names of the participants including their phone number
 - Number trained (must add up to the number of participants listed)
 - Invoice total
 - Note your accepted method of payment (P-card payment (credit card) or check)

If you are having trouble obtaining a LaGov vendor number, please contact the Vendor Help Desk at 225-342-8010.

For any other questions, please email the Division of Licensing at LDELicensing@la.gov.

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