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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patti Endsley</td>
<td>Sunset, LA</td>
<td><a href="mailto:pendsley62@gmail.com">pendsley62@gmail.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(337) 278-5823</td>
</tr>
<tr>
<td>W. Daniel Rosenthal</td>
<td>Gretna, LA</td>
<td><a href="mailto:workplacenurse@juno.com">workplacenurse@juno.com</a></td>
</tr>
<tr>
<td>Workplace Nurses, LLC</td>
<td></td>
<td>(504) 813-3797</td>
</tr>
<tr>
<td>Lisa R. Trusclair</td>
<td>Baton Rouge, LA</td>
<td><a href="mailto:Lisa.trusclair@yahoo.com">Lisa.trusclair@yahoo.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(225) 719-2586</td>
</tr>
</tbody>
</table>

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- 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.
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.doa.louisiana.gov/OSP/laPAC/vendor/srchven2.cfm](https://wwwcfprd.doa.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.doa.la.gov/media/gewlb4nk/lagov-vendorregistration.pdf](https://www.doa.la.gov/media/gewlb4nk/lagov-vendorregistration.pdf))
  
  o 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:
  
  o Invoice Number
  o LaGov Vendor Number
  o Purchase Order Number (provided to the vendor after LDOE approval)
  o Center’s name, address, and phone number and director’s name
  o Description of the training
  o Full names of the participants including their phone number
  o Number trained (must add up to the number of participants listed)
  o Invoice total
  o 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](mailto:LDELicensing@la.gov).