

# Locating EMS Courses on



## Provider's Quick Guide

### Introduction:

TRAINVirginia is an easy Learning Management System (LMS) to use.

The ability to locate courses which pertain to Virginia EMS providers has been made easy due to the naming convention we have decided to use. It is through this naming convention that the EMS provider will be able to locate continuing education (CE) courses to register for.

### Learning Objectives:

Learn how to:

- ✓ log onto the **TRAIN**Virginia website
- ✓ locate the "*Course Search*" section
- ✓ complete a search for EMS courses which are available for training and CE credit.

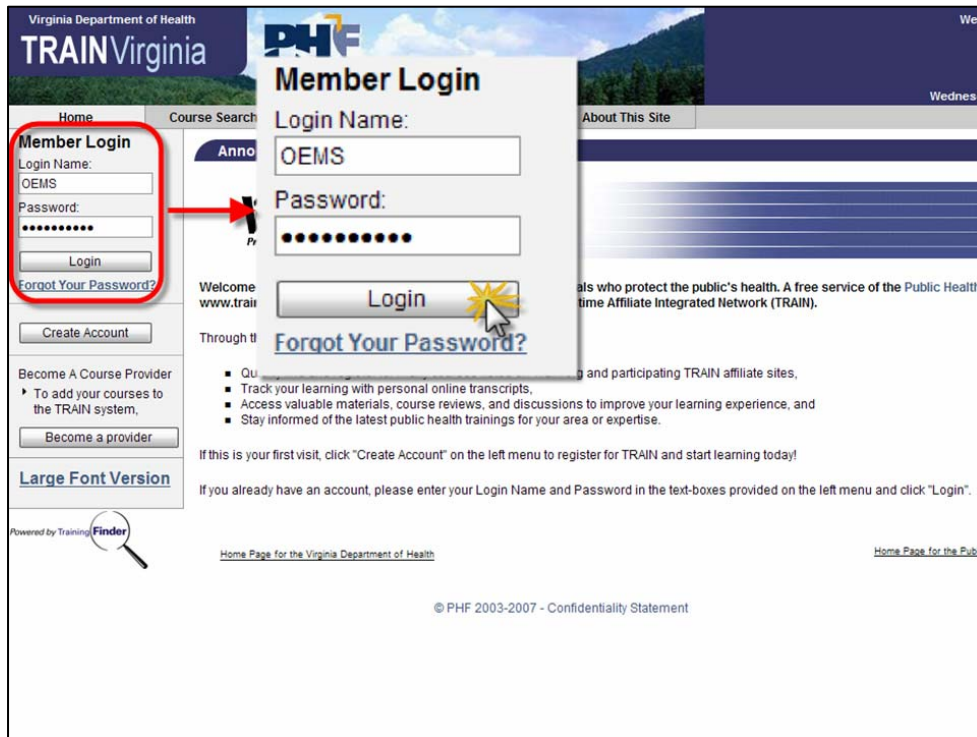


Browser Requirements	Operating Systems Supported
<b>WINDOWS WINDOWS</b>	
▪ Internet Explorer 5.5 +	▪ W indows Vista
▪ Netscape 7.1 +	▪ W indows XP
	▪ W indows 2000
<b>MACINTOSH MACINTOSH</b>	
▪ Mozilla FireFox 1.3 +	▪ OS X 10.2 or greater

## Step 1

### Locating EMS training courses available on TRAINVirginia

1. Open your web browser and type the following URL into the address bar:
  - a. <https://va.train.org>
2. Press **ENTER** to load the **TRAINVirginia** home page.



3. Enter your "Login Name" and "Password" and press **ENTER** to login.
4. Once you successfully log into **TRAIN**, click on the "Course Search" tab located under the **TRAINVirginia** logo.



5. Under "Course Search" click on the "Search" icon in the shape of a magnifying glass.

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Home Course Search Discussion Boards Resources Help Core

**Search Options**

- ▶ Browse 'Virginia'
- ▶ Browse All
- ▶ By Course ID
- ▶ By Subject
- ▶ By Audience
- ▶ By Competency
- ▶ By Format
- ▶ By Credit Type
- ▶ By Course Provider
- ▶ By Date
- ▶ By Distance
- ▶ By Accreditation
- ▶ By Certificate
- ▶ Keyword Search
- ▶ By Training plan
- ▶ Advanced Search

**Course Search**

**Search** Search our database of courses by selecting a search option.

**Browse** Browse through the entire database of Public Health Education and Training.

**Info** Save unlimited search profiles for future inquiries and receive email notifications.

6. Under Keyword, type **VAOEMS** in the text line.  
a. All courses approved for Virginia EMS providers can be located under the search term VAOEMS.

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- ▶ By Accreditation
- ▶ By Certificate
- ▶ Keyword Search
- ▶ By Training plan
- ▶ Advanced Search
- ▶ Saved Search Criteria

**Course Search**

**Tip:** To make multiple selections under a search option, hold down the CTRL key to select more than one option from the list.

**Subject**

Access to Care (includes health insurance)  
Agriculture  
Animal Health  
Assessment/Analysis  
Chronic Diseases  
Computer Skills/Training  
Cultural Competence

Clinical  Non-Clinical  Both

Local  All

Free courses only

**And Keyword**

**Tip:** Use "OR" or "AND" to better define your selected keyword search criteria.  
**Tip:** To search for an exact phrase (e.g., "vaccine administration"), use quotation marks.

VAOEMS

Course Title  
 Description  
 Both

Search Save Criteria

7. Once you have completed filling in the text line, click on the **Search** button.

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**Search Options**

- Browse 'Virginia'
- Browse All
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VAOEMS

Course Title  
 Description  
 Both

Search Save Criteria

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8. You will now see a list of available courses offered by the Office of EMS. Click on a course you would like to take.

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**Search Options**

- Browse 'Virginia'
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- By Subject
- By Audience
- By Competency
- By Format
- By Credit Type
- By Course Provider
- By Date
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- Saved Search Criteria

**Course Search**

**Tip:** To sort by any column, click the column heading. Or use default order by Keyword Search Proximity  
**Tip:** To view course description, click on the Course Title  
**Tip:** Alphabetical page indexing is used when sorted by Title, Provider or Format.

\$ = Fee associated with the course    ● = Credit is offered

To save the criteria for this search please click here: [Save Criteria](#)

Show expired courses

20 rows per page Page 1/2

	Title	Provider
	VAOEMS: EMSAT Oct. 2005 "EMS Regulations: Can I Carry My Own Jump Kit?"	Office of EMS
	VAOEMS: EMSAT Nov. 2005 "Bariatrics: "Care of the Morbidly Obese Patient"	Office of EMS
	VAOEMS: EMSAT Dec. 2005 "BLS Practical Stations"	Office of EMS
	VAOEMS: EMSAT Jan. 2006 "The National Incident Management System"	Office of EMS
	VAOEMS: EMSAT March. 2006 "EMS and Forensics"	Office of EMS
	VAOEMS: EMSAT Feb. 2006 "Prehospital Care of the Stroke Patient"	Office of EMS
	VAOEMS: EMSAT April. 2006 "Dealing With Unique Challenges Such as Autism"	Office of EMS
	VAOEMS: EMSAT May. 2006 "The Latest n' Greatest in Vehicle Extrication"	Office of EMS
	VAOEMS: EMSAT June. 2006 "On Scene Challenge 13 (Trauma Calls)"	Office of EMS
	VAOEMS: EMSAT Jan. 2007 "Pandemic Flu"	Office of EMS
	VAOEMS: EMSAT July. 2006 "Infection Control 2006 Update"	Office of EMS
	VAOEMS: EMSAT Aug. 2006 "The Near Drowning Patient"	Office of EMS

9. Look over any of the information available below about the course. When you are ready to take the course, click on the Registration tab located below the course title.

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**Course Details**

**VAOEMS: EMSAT Oct. 2005 "EMS Regulations: Can I Carry My Own Jump Kit?"** [Back](#)

Course Details **Registration** Contacts Reviews

Course ID: 1005480  
 Format: Web-based Training - Self-study (Online)  
 Clinical / Non-Clinical: Non Clinical  
 Course Number:  
 Cost (US\$): 0.00  
 Credit Type(s): 1 of CEU/CE

Course Description: Can I carry my ALS gear bag in my family car? Can I carry oxygen in my personal vehicle? Does the ambulance driver need to be an EMT? Will being a convicted felon keep me from being in EMS? In this EMSAT, Office of EMS Regulation and Compliance Manager Michael Berg answers these and many more questions from the field.

CEU: BLS Cat. 1 Area 07 - 1 hour, ALS Cat. 2 - 1 hour

**Remember, it is your responsibility as a Virginia EMS provider to assure that your Virginia certification number is entered correctly in order to receive CE credit. If you are not sure of your certification number or any other personal information has been entered correctly, then follow the directions for "Updating an Existing Account."**

**This program will ONLY ACCEPT your certification number, NOT your social security number.**

10. Where it says "Select Credit Type" select CEU/CE in the drop down menu.
  - a. This is **VERY** important. **YOU MUST** make this selection in order for your CE credit to be properly recorded by the Office.

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**Course Details**

**VAOEMS: EMSAT Oct. 2005 "EMS Regulations: Can I Carry My Own Jump Kit?"**

Course Details **Registration** Contacts Reviews

Select Credit Type: --Select--  
 --Select--  
 CEU/CE  
 None

To launch this course click on the 'Launch' button.  
 Note that this course will be added to 'My Learning' after you click the button. [Launch](#)

To register other people for this course please click on the 'Batch Registration' button. You will be able to register several people at a time and create new user accounts if they don't exist. [Batch Regis](#)

[Back](#) [Find other courses like this](#)

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11. Once you have finished selecting the credit type click on the Launch button.

The screenshot shows the TRAIN Virginia website interface. At the top, there is a header with the Virginia Department of Health logo and the PHF logo. Below the header is a navigation bar with links for Home, Course Search, Discussion Boards, Resources, Help, and Core Comp. The main content area is titled 'Course Details' and displays the course title 'VAOEMS: EMSAT Oct. 2005 "EMS Regulations: Can I Carry My Own Jump Kit?"'. There are tabs for Course Details, Contacts, Registration, and Reviews. A 'Select Credit Type' dropdown menu is set to 'CE/ICE'. A 'Launch' button is highlighted with a mouse cursor, and a note states: 'To launch this course, please click on the "Launch" button. Note that this course will be added to "My Learning" after you click the button.' Below this, there is a 'Batch Registration' button and a note: 'To register other people for this course please click on the "Batch Registration" button. You will be able to register several people at a time and create new user accounts if they don't exist.' At the bottom, there are 'Back' and 'Find other courses like this' buttons. A copyright notice '© PHF 2003-2007 - Confide' is visible in the bottom right corner.

12. The course has now been launched. You may continue on to complete the course.

The screenshot shows the course content page. At the top, there is a 'Quit' button. The main header features a blue Star of Life logo and the course title 'EMS Regulations: Can I Carry My Own Jump Kit?'. Below the title, it indicates 'Cat. 2 ALS, Cat. 1 BLS, Area 07' and has navigation links for HOME, EXIT, HELP, BACK, and NEXT. The page is divided into a left sidebar and a main content area. The sidebar contains links for Introduction, Course Description (which is highlighted), Course Objectives, and EMSAT Video & Evaluation. The main content area has a 'Course Description' section with the text: 'Can I carry my ALS gear bag in my family car? Can I carry oxygen in my personal vehicle? Does the ambulance driver need to be an EMT? Will being a convicted felon keep me from being in EMS? In this EMSAT, Office of EMS Regulation and Compliance Manager Michael Berg answers these and many more questions from the field.' Below this, it states 'This EMSAT Video in approximately 58:00 Minutes in length' and provides information about the video's production by the Division of Educational Development, Office of Emergency Medical Services, Virginia Department of Health. A small image shows two people in uniform reviewing a document. At the bottom, there is a 'Powered by Java' logo, the Virginia Office of Emergency Medical Services logo, and a 'Go to the next page for course objectives' button with navigation arrows.

13. Follow the directions for the course and complete the quiz at the end of the program.

14. **DO NOT** close your browser **UNTIL** you get your quiz results online.