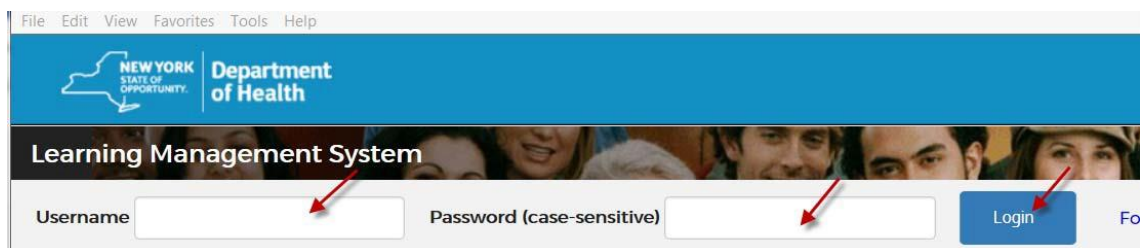


If you wish to participate in this training please enroll in the NYSDOH Learning Management System (LMS) at www.NYlearnsPH.com

1. If you have a LMS Username and Password, log into the LMS with your Username and Password



File Edit View Favorites Tools Help

NEW YORK STATE OF OPPORTUNITY Department of Health

Learning Management System

Username Password (case-sensitive) Login Fo

2. If you do NOT have a LMS Username or Password, then select [REGISTER HERE](#) to register and complete the registration form



NEW YORK STATE OF OPPORTUNITY Department of Health

Learning Management System

Username Password (case-sensitive)

New to the system? Register Here

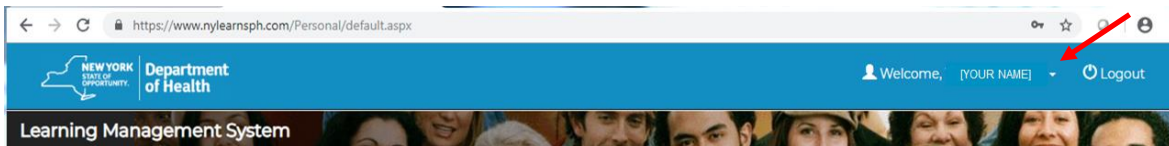
Professional Development in 3 steps:

- **Choose your own** username and password
- Fill in all required fields, denoted with an asterisk (*)
- Please include your Facility name in the first line of your work address (please avoid using acronyms)
- Birth year, while not required, is requested to help identify duplicate records
- Please include your Agency Information.
- Click **Submit Your Registration** and proceed to step 4.

3. Forgot your username or password? Click “Forgot Username or Password”



4. Once you have logged in or successfully submitted your registration, please verify your profile contact information by clicking on “Welcome, [NAME]”



5. Click on “Edit Profile”



6. Review all information contained in your User Profile, particularly, your contact information and work information. If there are any errors, please correct. Please avoid using acronyms for work title or agency information. Once all information is correct, click “Save” at the bottom of the page.



7. To register for trainings, you should click on Course Catalog



8. Search catalog by entering “OHEP-ACFCEMP-2019” and then click “Search”

Search Catalog Query

Course Keyword Search

Course Format

Course Category

9. Click on “Comprehensive Emergency Management Plan Training for Adult Care Facilities”

Emergency Preparedness

Course Name	Course #	Formats	Completion Hours	User Rating
Comprehensive Emergency Management Plan Training for Adult Care Facilities	OHEP-ACFCEMP-2019	Face to Face	8	No one has rated this course.

10. Click Enroll button for the training date you will attend.

<input type="button" value="Enroll"/> 3/6/2019	March 20, 2019 - Albany, NY	Face to Face	3/20/2019 to 3/20/2019	Meeting Times		
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- 11. After clicking the “Enroll” button you will be taken to a page that confirms successful enrollment in the course.**

Course Catalog - Registration

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

You have successfully registered for OHEP-ACFCEMP-2019 Comprehensive Emergency Management Plan Training for Adult Care Facilities. It is now part of your Current Courses in [My Courses](#).

- 12. Once you are enrolled you will receive a confirmation email. Please check your SPAM if you do not receive the confirmation email to ensure that emails from the LMS are not blocked by your server.**