

• Complete all fields, making sure to accept the TRAIN policies box and then select "Create Account"

#### Zip/Postal Code

Please enter your work Zip/Postal Code. If you do not have one, enter your school or personal Zip/Postal Code.

I agree to all <u>TRAIN policies</u>

Create Account



• If you see the redirected message below, click "Go"

You are being redirected to your TRAIN Affiliate's site. If you are trying to login to another state or federal TRAIN Affiliate's site, you must add at least one Group from that Affiliate within the "Your Profile" page under "Manage Groups".



• If you do not receive the redirect message - In the top right-hand corner, select your user name to display "Your Profile"

					Notifications (2)	VA_CC 👤	
	TRAIN				Your Pro	ofile	
					Log Out,	VA_CC 🕞	
HOME	COURSE CATALOG	YOUR LEARNING	CALENDAR	RESOURCES	DISCUSSIONS	Q	
HELP							

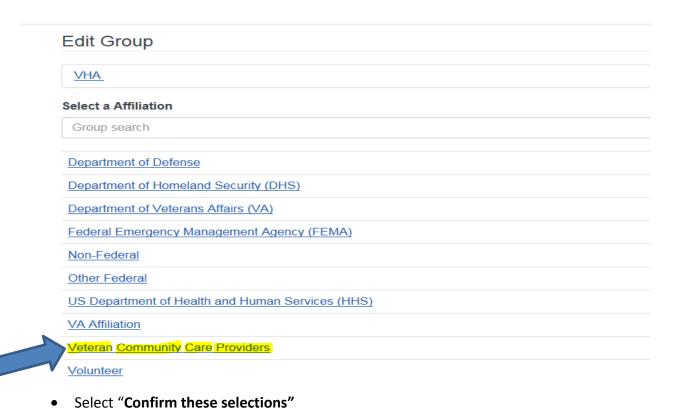
• Select "Blue pencil icon"

# Your Profile Is incomplete Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all

required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.

Manage Groups	Manage Groups	
Account	Join By Group Search	
Contact ()	Minnesota	
Address I	VHA	B
Organization ()		

#### • Select "Veteran Community Care Providers"



#### Edit Group

VHA / Veteran Community Care Providers

(Click any level to return to it)

Please review the group selections above for accuracy and make changes as necessary.

✓ Confirm these selections

#### • Select "Confirm Group Selections"

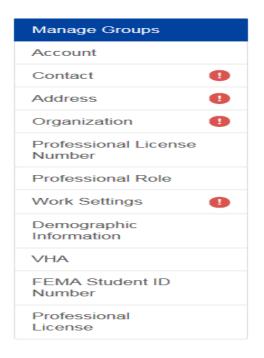
## Edit Group

National/VHA Veteran Community Care Providers

×

✓ Confirm Group Selections

• Complete Profile Information – Red Icons are required – Professional License is required by VA



### Important Fields:

• Select "Professional Role" from left menu

# Professional Role

(Fields marked below are required)

Please take a minute to review all roles before making your selection.

Please select up to three (3) Professional Roles that best match your profession, and select Specialization where available. If the "Other" option is selected, please enter specialization. • Select "Professional License" from the left menu

**Required:** VA Community Care Providers "<u>must</u>" list their NPI number in the "Professional License" menu to access the Community Care Training Module

• Enter NPI number

Manage Groups	Professional License	(Fields mar
Account	Please enter the appropriate information (optional)	
Contact	ASHA Account Number	
Address		
Organization	AAA Academy ID Number	
Professional License Number		
Professional Role	NABP e-profile ID Number	
Work Settings		
Demographic Information	NPI Number	
VHA		
FEMA Student ID		
Number		
Professional License	1	
<ul> <li>Select</li> </ul>	"Save" and then select "Close"	
Cancel		Save
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