**3/19/20**

**Staff who need to complete the *DS 169 Child Abuse Mandatory Reporter* training:**

|  |  |  |
| --- | --- | --- |
| **Name** |  | **Name** |
| Beelman, Heather |  | Kamps, Donna |
| Bietz, Jackie |  | Kunde, Lori |
| Buckner, Valarie |  | Loring, Tina |
| Burnham, Jessica |  | Lutz, Kalisha |
| Cazin, Dawn |  | McCampbell, Melenda |
| Coppler, Michelle |  | Moeller, Robin |
| Dunlavey, Kelly |  | Morgan, Keli |
| Ewinger, Dave |  | Murphy, Rhonda |
| Ford, Larra |  | Myers, Julie |
| Franks, Jodie |  | Platt, Beverly |
| Garmoe, Linda |  | Rader, Peggy |
| Glendening, Gary |  | Rehm, Jennifer |
| Gonzalez, Gabriele |  | Reynolds, Brenda |
| Good, Daria |  | Rich, Mindy |
| Gound, Amy |  | Scott, Kathy |
| Grooms, Rebecca |  | Steele, Sandy |
| Hawley, Monte |  | Weldon, Diane |
| Irvin, Cheryl |  | White, Christy |
| Jacobs, Nancy |  | Williams, Penny |
| Kaltefleiter, Diann |   | Wrieden, Maria |

**You will need to access the following website through the CHROME web browser.**

<https://training.hs.iastate.edu/login/index.php> .

**Mandatory Reporter of Child Abuse Training**

You have not accessed this website before so you will need to **create an account**.

Click ***create new account***at the bottom.



**Fill in** all required information.

*\*\**Note:

* Write down and **save your username and password**. You will need it again when you renew your training in 3 years.
* Use an **email address that you have immediate access to**.

At the bottom of the screen, click ***create my new account****.*



An email will be sent to the address that you provide. Please **follow the link in that email** to finish creating your account. **Then log in** to the system.

After logging in, choose the ***DS169 Child Abuse Mandatory Reporter Training***optionas shown below.



In order to successfully complete the training, you will need to complete the *Pre-Test, Modules* (lesson)*, Post-Test* and *Evaluation.*

\*\*Note: Please do not print the *guide* found under the *Resources* link as it is 84 pages. You may view it electronically. If you feel strongly that you need a copy, please request it from Kalisha as it is cheapest for us to print at Central Office. Alternatively, we will provide a condensed version of handouts.



Once completed, please **send a copy of your certificate to Kalisha** at Central.

**Record the time on your timesheet under *training****.*