

## Self-Registration Guide Mandatory Reporting Training

The Mandatory Reporting Training is available at the Office of the Child Advocate's Online Training System at:

<https://stateofdelaware.csod.com/default.aspx?c=courts-oca>.

**\*\*Your Delpros login WILL NOT WORK with the Delaware Learning Center\*\***

**\*If you haven't received your reset password link, please try to create an account. If your e-mail is already registered, e-mail [oca.training@delaware.gov](mailto:oca.training@delaware.gov) to reset your password\*\***

1. If you already have an account, click the arrow to login, if you don't have an account, you **must create an account**.

The screenshot shows the registration interface. A red box highlights the login section: "If you have previously completed training through the Delaware Learning Center login here:" followed by a circular arrow icon. A red arrow points to this icon with the text "Click here to login". Below this, another red box highlights the account creation section: "If this is your first time completing training through the Delaware Learning Center create an account by selecting a category below". This section contains four categories with icons: "Physicians and Psychiatrists (MD/DO)", "All Other Medical/Mental Health Professionals", "CASA Volunteers", and "All Other Professionals". A red arrow points to the "All Other Professionals" icon with the text "Click here to create an account". At the bottom, a blue exclamation mark icon is next to a note: "Please note the Office of the Child Advocate transitioned to the State of Delaware's Learning Management System as of Summer 2019. Please register as a new user if this is your first time accessing the State of Delaware's Online Training System."

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2. Scroll to the bottom of the page and create an account by selecting a category.



**Physicians** who are completing their license renewal must select the category for Physicians and Psychiatrists highlighted in yellow below.

If this is your **first time completing training** through the Delaware Learning Center **create an account by selecting a category below**

<b>Physicians and Psychiatrists</b> (MD/DO)	All Other Medical/Mental Health Professionals	CASA Volunteers	All Other Professionals
			
	(Examples: PA, Residents, Fellows, Nurses, EMT, PTA, RT)		

**All other medical and mental health professionals** (i.e. nurses, therapists, physician assistants, residents, fellows, respiratory care practitioners, etc.) should select the second category highlighted in yellow below.

If this is your **first time completing training** through the Delaware Learning Center **create an account by selecting a category below**

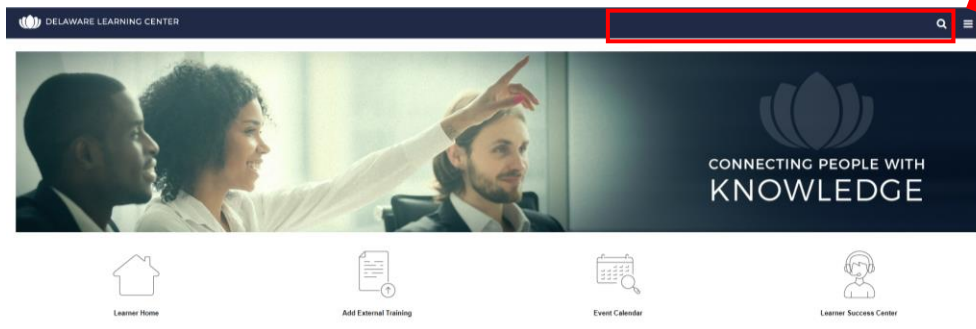
Physicians and Psychiatrists (MD/DO)	<b>All Other Medical/Mental Health Professionals</b>	CASA Volunteers	All Other Professionals
			
	(Examples: PA, Residents, Fellows, Nurses, EMT, PTA, RT)		

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3. Enter your personal information to register.

The screenshot shows the registration page for the Office of the Child Advocate in Delaware. The page header includes the logo for the Office of the Child Advocate Delaware and the text "Training Portal Registration". Below the header, there is a form with the following fields: "First Name" (filled with "kathleen"), "Last Name" (filled with "McCormick"), "Email Address" (filled with "mccormick@gmail.co"), "Middle Initial" (empty), "Title" (empty), and "Organization" (empty). A red box highlights the "Organization" field. There are also links for "Already a user? Login here" and "Return to Browsing? Click here", and "Cancel" and "Next" buttons. A note at the bottom of the form reads: "For questions about Office of the Child Advocate (OCA) training, please contact at Kathleen McCormick."

4. Once you have created an account, click on the looking glass icon and type “Medical Mandatory Reporter”, and press enter.



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5. Click on the appropriate training title.

The screenshot shows the Delaware Learning Center website with a search bar containing 'medical mandatory reporter'. The search results are displayed under the heading 'Global Search' and 'Training results'. Three training options are listed:

- Medical Mandatory Reporter Training for Physicians and Psychiatrists (MD/DO) 2023-2024**: This training is designed by Delaware's Child Protection Accountability Commission (CPAC) to inform Physicians and Psychiatrists (MD/DO) in Delaware of their mandatory reporting requirements and how to identify and report child abuse and neglect. \*If y...
- Mandatory Reporter Training for All Other Medical Professionals 2023-2024**: This training is for all other medical professionals ONLY! This training is designed by Delaware's Child Protection Accountability Commission (CPAC) to inform medical professionals such as a residents, fellows, nurses, physician assistants, etc. in Delaware of their mandatory reporting requirements and how to identify and...
- Paramedic Mandatory Reporter Training 2023**: Online Class | Child Protection Accountability Commission. This one hour training is designed by Delaware's Child Protection Accountability Commission (CPAC) to inform EMTs/Paramedics in Delaware of their mandatory reporting requirements and how to identify and report child abuse and neglect. \*\*If you are physician and you need to complete the child abuse and neglect Mandatory Reporter Training for your ...

Red and yellow arrows point to the first two training titles, with corresponding text boxes explaining the selection criteria.

Select this training if you're a  
Physician/Psychiatrist

All other medical and mental  
health professionals (i.e., nurses,  
therapists, physician assistants,  
residents, fellows, respiratory care  
practitioners, etc.)

**\*\* You must select the correct training to receive the appropriate certificate\*\***

6. Add the Mandatory Reporter Training to your cart and then proceed to checkout to enter your payment information.

7. After you enter your payment information, you can launch the training.

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