

Click Registration (Fig.1).







Click Create Account (Fig. 2).

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Select I agree box (Fig. 3) to proceed; otherwise the registration process will end.

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Click Next (Fig. 4).

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- Login Name First Name.Last Name format (period between first and last name).
- Organization Field Provider's organization name goes in this field.

How to Register for TRAIN Online

Courses for VFC Providers

- Department/Division Field Organizations with **multiple locations** need to provide the VFC site name in the Division Field.
- Organizations with **one location** (one name) need to put the organization's name in both the Organization and Division Fields. (The name in the Organization and Division Fields should be the **same**).
- Learners <u>must</u> put their VFC provider PIN in the Bureau/Section (Fig. 6) located in the Optional Fields screen. If the VFC PIN is not included, a provider may not receive credit for taking the required training.











Click Select Groups (Fig. 7)

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Select Florida (Fig 8).







Select Affiliation (Fig 9).

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Select Florida General (Fig. 10), Click Submit.

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Select Next (Fig. 11).







Select at least one Professional Role (Fig. 12), Click Next.







Select Work Setting (Fig. 13), Click Next.

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Click Continue (Fig. 16).

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Figure 16

Congratulations, you now have a TRAIN Florida account!

You are ready to proceed to course registration through TRAIN.





Click Registration (Fig. 17).

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	Donna Weaver, RN, MN, Nurse Educator & Target Audience Content Expert, CDC/NCIRD	
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Upon clicking launch in TRAIN you will be redirected to CDC courses.

Click Launch (Fig. 18).

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Figure 18





The CDC website courses are listed (Fig. 19). Take courses and download certificate of completion for each course.



Figure 19

