

## Available Courses

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-BSUPSK	Basic Supervisory Skills	1	This course covers some basic skills that can help you be an effective supervisor whether you are new to the role or have had some supervisory experience in the past.
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-IEE	Improving Employee Engagement	1	The goal of this course is to provide nurses, administrators, and HR professionals in healthcare settings with strategies to improve employee engagement.
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-IIT	Introduction to Interviewing Techniques	1	This course will help you achieve the 2 main goals of a job interview: selecting the right applicants and presenting your organization as a desirable place to work to the top candidates in the market.
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-ITB	Introduction to Team Building	0.5	Knowing how to work in teams is essential for success in most jobs. Organizations rely on teams to solve problems and complete complex tasks. In addition, team membership creates opportunities to gain skills needed to be successful.
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-TMBLDG	Team Building: Introduction	1	In this course, you will learn about teams and how to be an effective team member.
Basic Supervision Skills	<input type="checkbox"/>	REL-ALL-0-TRANSUP	The Transition to Supervisor	1	This course is designed to prepare you for a smooth initial transition to your new position of leadership. It will cover the basics of changing relationships and how to handle difficulties along the way.
Basic Supervision Skills	<input type="checkbox"/>	REL-BHC-0-WMELGBTQC	Working More Effectively with the LGBTQ+ Community	2	This course will primarily focus on lesbian, gay, bisexual, transgender, and queer adults but the knowledge you gain can be applied to additional gender identities, sexual orientations and age groups.
Basic Workforce Skills	<input type="checkbox"/>	REL-PAC-0-ADRP	Advance Directives from a Regulatory Perspective	0.25	This course will provide an overview of current federal regulations related to advance directives for all healthcare providers. The content in this course is applicable to nursing and social services staff in all healthcare settings.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-AM	Anger Management	0.5	This course will provide the learner with a basic understanding of anger and describe techniques for managing anger in the workplace.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-CR	Conflict Resolution	0.5	This course presents techniques essential to handling conflict in the workplace.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-CSERV	Customer Service	0.5	In this course you learn what customer service is, who your customers are, and how to build relationships with customers through everyday interactions. You will practice ways to communicate respect, attentiveness, and empathy in a variety of situations.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-EFFCOM	Effective Communication	0.25	This course will help you to communicate clearly, concisely, and professionally. You'll increase understanding between you and your coworkers by learning what to say, how to say it, and the barriers to good communication.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-PROFW	Effective Workplace Writing	0.25	In this course, you'll learn best practices that apply to all forms of professional writing. You'll learn how to organize information, clearly state your purpose, and avoid common errors.

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Basic Workforce Skills	<input type="checkbox"/>	REL-BHC-0-ISCPF	Importance of Self-Care for Frontline Professionals	1.5	The goal of this course is to provide addictions, behavioral health counseling, marriage and family therapy, nursing, nutrition and dietetics, occupational therapy, physical therapy, psychology, social work, and speech-language and pathology/audiology professionals in healthcare settings with practical information on effective self-care strategies to use in times of prolonged stress, such as during a public health crisis.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-MPBOUND	Maintaining Professional Boundaries	0.5	The goal of this course is to share with general staff in any setting the basics of how to maintain professional boundaries.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-PSW	Problem Solving in the Workplace	1	In this course, you will learn how problems affect the workplace and about the common obstacles to effective problem solving at work. You will also learn how to apply problem solving steps and solve common problems with common solutions.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-WTEAM	Working in a Team	0.5	Teams are essential in today's world. Whether it's in a professional or personal capacity, you've undoubtedly worked in a team before. This course provides you with the essential components to be an effective team member.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-WWDP	Working with Difficult People	0.25	In this course, you'll learn strategies to calmly address misunderstandings before they blow up. Professional relationships can improve when you know how to deal with differences, communicate clearly, and listen respectfully.
Basic Workforce Skills	<input type="checkbox"/>	REL-ALL-0-WSU	Workplace Substance Use	2	The goal of this course is to provide managers and leaders with an understanding of the competencies needed to identify and manage employees with substance use issues.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-AAD	About Advance Directives	0.5	The goal of this course is to inform all healthcare staff about the basics of advance directives.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-ACGC	About Caregiver Conduct	1	This course discusses proper employee conduct and professionalism when caring for others. It also discusses how to develop and maintain professional relationships with the individuals you care for.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-APM	Accident Prevention and Management	0.75	As a caregiver, you have a responsibility to ensure the safest environment possible for the individuals you serve. This course will help you prevent and manage accidents that occur as a result of environmental hazards.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-ADVDIR	Advance Directives	0.5	It's important for everyone to have a basic understanding of what advance directives are and when they are applied so personal wishes can be observed at the end of life.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-BCORPC	Basics of Corporate Compliance	0.5	The goal of this course is to help staff recognize and report unlawful and unethical behavior.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-BDD	Basics of Defensive Driving	0.5	In this course, you'll learn how to identify potential hazards while driving, and several defensive driving techniques. The goal of this educational program is to provide all staff with knowledge of defensive driving techniques.

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Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-BBH	Beyond the Basics of HIV	1	This course provides a detailed review of HIV infection and its progression to AIDS, its effects on an individual's cellular function, and epidemiological aspects of prevalence and incidence.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-BWM	Biomedical Waste Management	0.5	This course provides guidance for safe work practices while working with or around biomedical waste. It will help you meet the training goals that may be required by regulation or your company!
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-BPSP	Bloodborne Pathogens and Standard Precautions	1	This course engages the learner in the tools and practices for workplace safety, including standard precautions, proper handwashing, the use of personal protective equipment, and the steps to take if one is exposed to a bloodborne pathogen.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-BINW	Bullying in the Workplace	0.25	The goal of this course is to educate all employees on how to recognize, respond to, and prevent bullying.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-CDV	Children and Domestic Violence	1	The goal of this course is to raise awareness about this cultural crisis. Education and prevention are the keys to breaking the cycle. Parents must learn how to model non-violent behaviors.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-CAOA	Cultural Awareness and the Older Adult	1	The course engages the learner in comparing cultural similarities and differences, and how these may impact the approach to care.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-CDIV	Cultural Competence	0.5	This course provides important information about becoming more respectful and culturally competent.
Compliance/Safety	<input type="checkbox"/>	REL-BHC-0-DTEBH	Decreasing Medical and Treatment Errors in Behavioral Health	1	The goal of this course is to provide education to entry-level professional counselors, marriage and family therapists, alcohol and drug counselors, psychologists, nurses, and social workers working in the health and human services field about types, prevalence, causes, and consequences of medical and treatment errors in the behavioral health setting, as well as how to address them and reduce risk of future errors.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-HCPRO-DAEH	Diversity for All Employees for Healthcare	0.25	This training presentation will explain how you can support diversity in our organization. At the end of the training session, you will be able to identify how we are diverse, understand the challenges and opportunities of workplace diversity, help avoid discrimination, and follow company policy.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-DEIHE	Diversity, Equity, and Inclusion for the Healthcare Employee	1.5	DEI training should be integrated into the standard hiring and onboarding process for the entire healthcare workforce. The goal of this course is to provide healthcare employees with training about Diversity, Equity, and Inclusion (DEI).
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-DVAHP	Domestic Violence Awareness for Healthcare Personnel	2	The goal of this course is to enhance the ability of nurses in various settings to identify and treat people who are victims of domestic violence and abuse.

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Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-CTCP	Duties of a Caregiver	1	This course covers the basic scope of a caregiver's job including how to preserve your clients' safety and integrity, help with mobility and independence, and how to work within the rules and regulations that govern your job.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-EPR	Emergency Preparedness Regulations	1.5	This course assists learners on how to successfully address key rule components, including the risk assessment and emergency plan, policies and procedures, the communications plan, training and testing, and emergency fuel and generator testing.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-ENCCI	Encouraging Client Independence	1	This course discusses methods used for restoring independence using person-centered care. It also discusses the use of assistive devices to help encourage independence.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-ESSQI	Essentials of Quality Improvement	0.25	Making positive changes to improve healthcare is a vital factor in all healthcare settings. All staff play a vital role in change and must grasp the concepts of quality improvement, or QI. In this course, you will learn the basic concepts of QI in healthcare.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-EDMTB	Ethical Decision Making: The Basics	0.5	This course provides you with some basic tools and concepts for ethical decision making in the workplace. It is not intended to replace guidelines established by your organization professional association. You should have a good working knowledge of your organization's ethics code, and refer to it whenever you make an ethical decision.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-ETHCC	Ethics and Corporate Compliance	0.5	This course discusses the laws and behaviors related to ethics. It also discusses your responsibilities in preventing and identifying unlawful and unethical behavior. The goal of this course is to familiarize general staff in healthcare settings with the most common types of fraudulent and improper conduct.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-FSEP	Fire Safety and Emergency Preparedness	2	The purpose of this course is to familiarize the learner with fire safety and emergency preparedness in the community care setting. The course engages learners in learning basic fire safety practices, fire emergency response procedures, equipment use, prevention, and emergency preparedness planning.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-FA1	First Aid – Part 1	1	The purpose of this course is to provide an overview of basic first aid principles for injury-related emergencies encountered in the community. This course also reviews appropriate safety measures and responses for injuries caused by trauma, thermal factors, and stings or bites.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-FA2	First Aid – Part 2	1	The purpose of this course is to provide an overview of basic first aid principles for sudden illness-related emergencies encountered in the community. Appropriate safety measures and responses are reviewed for conditions of the neurological, cardiac, respiratory, gastrointestinal, and endocrine systems, as well as emergency situations involving special populations.

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Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-FIRSTAID	First Aid Refresher	1	This course will teach you basic first aid strategies so that you can respond effectively to a range of situations, from minor injuries to life-threatening emergencies.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-HABXY	Handling Aggressive Behaviors	0.5	Preventing and managing these behaviors helps ensure everyone's safety. You must quickly intervene to de-escalate the situation. The goal of this course is to train staff on steps to prevent and manage aggressive behaviors.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HW	Harassment in the Workplace	1	This course is about harassment in the workplace, including sexual harassment and other types of workplace harassment. It looks at the basic skills needed to deal with situations involving harassment. This course will provide information that will help produce a healthy work environment that is free of harassment.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HSOCM	HIPAA Do's and Don'ts: Electronic Communication and Social Media	0.5	During this course, you will be asked to make decisions on how to respond or communicate in specific situations. Your goal is to get through the course without committing a HIPAA violation.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HPRIV	HIPAA Privacy	0.5	In this course, the learner will learn about the Privacy Rule and ways to prevent breaches.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HSEC	HIPAA Security	0.5	To maintain compliance with HIPAA, all healthcare workers must follow the requirements of the Security Rule. In this course, the learner will learn about the Security Rule and ways they can prevent breaches.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HBAS	HIPAA: Basics	0.5	The goal of this course is to provide all staff with an overview of the principles of HIPAA.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HDDSMEC	HIPAA: Do's and Don'ts of Social Media and Electronic Communication	0.5	The goal of this course is to make all employees more aware of how to comply with HIPAA when using electronic communication.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HDDSMEC-R1	HIPAA: Do's and Don'ts of Social Media and Electronic Communication Self-Paced	0.25	In this course, you will learn how to avoid violating the Health Insurance Portability and Accountability Act, known as HIPAA, when using electronic communications. The goal of this course is to make all employees in post-acute care settings more aware of how to comply with HIPAA when using electronic communication.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HPRR	HIPAA: Privacy Rule	0.25	All healthcare organizations must follow a specific HIPAA rule, known as the Privacy Rule. This rule limits the use and disclosure of protected health information, known as PHI. The goal of this course is to provide all staff with knowledge of the HIPAA Privacy Rule.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-DES	HIV/AIDS - Diagnosis and Early Stages	1	This course follows Manuel as he goes through the HIV/AIDS diagnosis process. Through Manuel's appointments and interactions with the hospital staff, you are given a close look at the early stages of HIV/AIDS.

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Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-FI	HIV/AIDS - Focusing on the Individual	1	This course is an intimate interview with Alora Gale, who was diagnosed with AIDS at the age of 6. In this illustrated interview, Alora Gale candidly discusses her diagnoses, her symptoms, her treatments, and generally how suffering from AIDS has had an impact on her life.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-EE	HIV/AIDS - The Elder's Experience	1	This course will help you provide care for a client with HIV/AIDS. Elderly clients with HIV/AIDS have special needs and considerations for care.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-UI	HIV/AIDS - Understanding the Illness	1	This course teaches the difference between the virus (HIV) and the disease (AIDS). Keep yourself and your clients safer and healthier by understanding how the virus is spread and what precautions to use to prevent its spread.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-HTAGE	Human Trafficking: A Growing Epidemic	2	The goal of this course is to provide healthcare staff with critical steps to recognize and respond to human trafficking.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-POTGC-IHPDSB	Identifying and Handling a Person with Drug Seeking Behaviors	0	This course presents Pro on the Go instruction for how to identify and handle a person with drug seeking behaviors.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-IMICW	Identifying and Managing Impairment in the Workplace	0.5	The goal of this course is to provide all staff with an overview of how to recognize impairment and what to do about it.
Compliance/Safety	<input type="checkbox"/>	REL-BHC-0-IRCAN	Identifying and Responding to Child Abuse and Neglect	1.5	This course will teach you about the various types of child abuse and neglect that are currently the most common, and the physical and behavioral warning signs that may accompany different kinds of child maltreatment.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-ICWIM	Impaired Co-Workers: Identification and Management	0.5	Impairment in the workplace is a serious topic that can be uncomfortable to address. You will learn how to recognize impairment, what to do about it, and how early intervention can save a co-worker's career.
Compliance/Safety	<input type="checkbox"/>	REL-BHC-0-IRBH	Incident Reporting in Behavioral Health	0.5	It is your obligation to report and examine incidents to prevent future occurrences. Your prompt and accurate reporting is vital to ensuring a safe, risk-free, and secure environment for clients, staff, volunteers, and visitors.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-ICP	Infection Control and Prevention	1	In order to prevent these infections, you must be familiar with infection control and prevention procedures. In this module, you will learn about healthcare-associated infections and the steps you can take to prevent them.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-POTGC-ICAP	Infection Control: Airborne Precautions	0	This course presents Pro on the Go instruction for implementing infection control measures to prevent transmission of airborne disease.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-POTGC-ICCP	Infection Control: Contact Precautions	0	This module reviews the steps needed to maintain contact precautions including topics on PPE, transportation, equipment, and placement.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-POTGC-ICDP	Infection Control: Droplet Precautions	0	This module reviews the steps to take to maintain droplet precautions including topics on PPE, transportation, equipment, and placement.

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Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-ISOCO	Infection Control: Isolation and Cohorting	0.5	The goal of this course is to educate nursing professionals in long-term care facilities on the use of isolation and cohorting to help prevent the spread of infections.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-HCPRO-IUBSHI	Interrupting Unconscious Bias for Supervisors in the Healthcare Industry	0.75	Building on the concepts and strategies presented in Recognizing and Overcoming Unconscious Bias, this course offers strategies for eliminating unconscious bias from personnel decisions and how to recognize and counteract microaggressions that often stem from unconscious bias.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-LOTOP	Lockout/Tagout Procedures	0.25	The goal of this course is to provide all staff with an overview of lockout/tagout procedures.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-MBI	Managing Bug Infestations	0.25	The goal of this course is to provide all staff with measures to prevent or deal with infestations.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-MANEL	Managing Elopement	0.5	This course discusses the precautions and interventions to follow to prevent a resident from eloping. It also discusses the process for how to respond if a resident elopes.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-MRDLICNA	Medical Record Documentation & Legal Information for Certified Nursing Assistants	1	Certified nursing assistants, or CNAs, give important and valuable care in all types of settings. Just as important as the care you give is the documentation of that care. This course will offer you guidance on documentation and legal aspects of care.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-MMEL	Minimizing Medical Errors	1	The purpose of this course is to help you, whether you work in a skilled nursing facility or an assisted living community, recognize error-prone situations and the factors that impact medical errors in an effort to prevent them.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-MSTF	Minimizing Trips, Slips, and Falls	0.25	The goal of this course is to help all employees minimize trips, slips, and falls.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-MDRO-V2	Multi-drug Resistant Organisms (MDROs)	0.5	The prevention and control of MDROs are an important component to all infection control programs. Therefore, all healthcare workers need to understand the importance of preventing MDROs and strategies to do so.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-ORFE	Obtaining a Restraint-Free Environment	0.75	This course discusses the different types of restraints and when restraints are appropriate to use. It also discusses your role in creating a restraint-free environment.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-OXYSFTY	Oxygen Safety	0.25	Many people require the use of Oxygen (O2) on a regular basis outside the hospital. This course will teach learners to recognize supplemental Oxygen, understand the risks and dangers, and properly handle supplemental Oxygen.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-CFISA-PCIDSS1	PCI Compliance Security Awareness Training Level I	1	Level I training provides employees with a solid understanding of how to properly protect credit card and personal information. This course also teaches a user about basic safe internet use.

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Compliance/Safety	<input type="checkbox"/>	REL-ALL-CFISA-PCIDSS2	PCI Compliance Security Awareness Training Level II	2	Level II PCI-DSS course includes all Level I lessons and extends employees security awareness training on best practices to protect your workplace. Level II also teaches employees about identity fraud and how human behavior is exploited by cybercriminals.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-PPE	Personal Protective Equipment	1	This course engages the learner in discovering educational resources for commonly used chemicals and tactics for choosing personal protective equipment used in situations where exposure risks are evolving.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-PRE	Personal Rights and Ethics	1	This course discusses personal rights and ethics that are a vital part of healthcare. It also discusses how to make ethical decisions in healthcare. Without the knowledge of ethics, healthcare workers would have a difficult time determining what is ethically right and wrong.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-PL-UTHR	Personalized Learning: Understanding the HIPAA Regulations	1	This personalized learning module evaluates the learners knowledge of the HIPAA regulations and application of its standards in the workplace and provides training based on the learners knowledge gaps within key areas of HIPAA compliance.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-PBI-R1	Preventing Back Injuries	0.5	Back injuries are a significant concern in the healthcare industry. You may be at risk and not even realize it. In this course, you will learn ways that you can prevent back injuries.
Compliance/Safety	<input type="checkbox"/>	REL-ACU-0-OT25	Preventing Unintentional Childhood Injury	1	This module describes the prevalence and common causes of unintentional injury and the role of occupational therapy in injury prevention.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-PRRA	Preventing, Recognizing, and Reporting Abuse	0.5	The goal of this course is to provide direct care professionals in post-acute care with knowledge of preventing, recognizing, and reporting abuse.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-PCNCE	Privacy and Confidentiality for Non-HIPAA Covered Entities	0.25	As part of your responsibilities, you will come in contact with and need to communicate personal information about those individuals. You are responsible for protecting the privacy and confidentiality of all individuals personal information.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-HCPRO-ROUBESHI	Recognizing and Overcoming Unconscious Bias for Employees and Supervisors in the Healthcare Industry	0.5	We all have unconscious biases that affect our interactions with others and how we view the world. This course will benefit everyone who interacts with coworkers, customers, or anyone else as part of their job. After completing this course, learners will be able to identify and address their own unconscious biases and take steps to interrupt them when communicating and interacting with others in the workplace.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-WB-RQAPICF	Recovering Your QAPI and Compliance Focus	1.25	The goal of this course is to provide nursing and administrator professionals in hospice with knowledge of how to refocus QAPI and Compliance programs.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-RCPR	Refresher for CPR	1	The goal of this course is to provide all staff with an overview of CPR.

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Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-RCA	Root Cause Analysis	0.25	Root cause analysis (RCA) is an approach to investigating adverse events. Its purpose is not to call out individuals who are at fault, but to identify the factors that make such events possible to begin with. This course provides staff with an overview of root cause analysis and some of the most common tools used to conduct it.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-CFISA-SATL1	Security Awareness Training Level I	1	Level 1 provides an overview of the risk associated to cybercrime and best practices to protect the business from phishing, email threats, and other cybercrimes.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-CFISA-SATL2	Security Awareness Training Level II	2	Level II expands on Level I training and provides employees with a more robust cybersecurity awareness training experience. The added lessons help your organization to reduce risk.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-SPBP	Standard Precautions and Bloodborne Pathogens	1	This course engages the learner in the tools and practices for workplace safety, including standard precautions, proper handwashing, the use of personal protective equipment, and the steps to take if one is exposed to a bloodborne pathogen.
Compliance/Safety	<input type="checkbox"/>	REL-BHC-0-PECP	Supporting Client Rights for Paraprofessionals in Behavioral Health	1	It will also help you and your organization succeed and provide quality, ethical, and legally sound care. The goal of this course is to provide paraprofessionals in behavioral health settings with information about client rights.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-BETHDM	The Basics of Ethical Decision Making	0.5	This course provides you with some basic tools and concepts for ethical decision making in the workplace. It is not intended to replace guidelines established by your organization or professional association. You should know your organization's ethics code and refer to it whenever you make an ethical decision.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-TBH	The Basics of HIV	0.5	This course discusses the modes of transmission and risk factors for HIV. It also discusses prevention methods, testing modalities, and reporting requirements.
Compliance/Safety	<input type="checkbox"/>	REL-SRC-0-EJA	The Elder Justice Act	0.5	In this course, you will learn your responsibilities under the Elder Justice Act.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-LAD	The Legal Aspects of Documentation	1.25	What you document can and does reflect the care provided and the resulting outcome when the documentation is factual, complete, timely, and detailed. In this course, you will learn about concepts and rules regarding documentation in the medical record as it relates to negligence, malpractice, and civil litigation.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-UAN	Understanding Abuse and Neglect	0.75	The goal of this course is to provide direct care workers in post-acute settings with guidance for recognizing, reporting, and preventing abuse.
Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-UHT	Understanding Human Trafficking	1	The goal of this course is to provide healthcare staff with critical steps to recognize and respond to human trafficking.

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Compliance/Safety	<input type="checkbox"/>	REL-ALL-0-ULAL	Understanding Latex Allergies	0.25	This course will teach you about latex allergy, including what it is, how to recognize it, and what to do about it. The goal of this course is to provide all staff with knowledge of latex allergies.
Compliance/Safety	<input type="checkbox"/>	REL-PAC-0-WHS	Workplace Hazards and Safety	1	This course will teach you how to create a safe, comforting environment, and how to keep it free from hazards.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-0-DLHDE	A Day in the Life of Henry: A Dementia Experience	0.25	This course helps learners experience this reality, even briefly, allowing them to understand the importance of their interventions and actions.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-CHC-0-BPIP	Best Practice for Interviewing the Patient	1	This course will discuss how to conduct patient-centered interviews. You will learn interviewing methods to effectively elicit the important details about a patient's reason for presenting to the clinic.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-BPDTTP	Best Practices for Documenting the Treatment Planning Process	1.5	The goal of this course is to provide professionals in addictions, behavioral health counseling, case management, care management, marriage and family therapy, psychology, social work, and nurses in a health and human services setting with current strategies and recommendations for effective and person-centered treatment planning documentation.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-BMCE	Building a Multicultural Care Environment	1.75	Broadly, this course examines the factors that may contribute to the underutilization of healthcare services, as well as ways to improve cultural understanding and competency in healthcare treatment.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-CRCP	Cultural Responsiveness in Clinical Practice	1.5	This training introduces you to several models to enhance your communication with individuals from a range of diverse backgrounds. You will also learn about cultural barriers to treatment, several health belief systems, and factors to consider in a culturally responsive assessment.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-DTEBH	Decreasing Medical and Treatment Errors in Behavioral Health	1	The goal of this course is to provide education to entry-level professional workers working in the health and human services field about types, prevalence, causes, and consequences of medical and treatment errors in the behavioral health setting, as well as how to address them and reduce risk of future errors.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-0-DEIHE	Diversity, Equity, and Inclusion for the Healthcare Employee	1.5	DEI training should be integrated into the standard hiring and onboarding process for the entire healthcare workforce. The goal of this course is to provide healthcare employees with training about Diversity, Equity, and Inclusion (DEI).
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-DTP	Documentation for Treatment Planning	2	The main goal of this course is to reinforce what you already know about plans of care while offering you direction and structure for capturing the real therapeutic relationship on paper. You will learn how to better represent the care process by incorporating the core principles for clinical documentation.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-SRC-0-FSF	Food Safety Fundamentals	1	The purpose of this course is to teach you about foodborne illness and disease, why it is important to wash your hands effectively, and how to keep the food service area around you clean and sanitary.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-0-HTAGE	Human Trafficking: A Growing Epidemic	2	The goal of this course is to provide healthcare staff with critical steps to recognize and respond to human trafficking.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-IRCAN	Identifying and Responding to Child Abuse and Neglect	1.5	This course will teach you about the various types of child abuse and neglect that are currently the most common, and the physical and behavioral warning signs that may accompany different kinds of child maltreatment.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-IDD-0-IIIDD	Incident Investigations in IDD	1	Understanding how to identify, investigate, and take the right follow-up steps is a vital part of a Qualified Intellectual Disability Professional's (QIDP) job. In this course, you will learn about why it is so important to investigate incidents.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-IRBH	Incident Reporting in Behavioral Health	0.5	It is your obligation to report and examine incidents to prevent future occurrences. Your prompt and accurate reporting is vital to ensuring a safe, risk-free, and secure environment for clients, staff, volunteers, and visitors.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-IOAMC	Individual and Organizational Approaches to Multicultural Care	1.25	This course presents an overview of multicultural care and service delivery. You will be guided through the national standards in the United States for working with individuals from diverse backgrounds and cultures, along with key concepts that relate to your role in the alleviation of health disparities.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-PI-0-P46	Medicare and Medicaid Fraud and Abuse Prevention	2	Welcome to the Medicare and Medicaid Fraud and Abuse Prevention learning module, presented by Relias! The sections in this module explain Medicare and Medicaid fraud and abuse prevention, detection, recovery, and reporting.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-CFISA-PCIDSS1	PCI Compliance Security Awareness Training Level I	1	Level I training provides employees with a solid understanding of how to properly protect credit card and personal information. This course also teaches a user about basic safe internet use.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-CFISA-PCIDSS2	PCI Compliance Security Awareness Training Level II	2	Level II PCI-DSS course includes all Level I lessons and extends employees security awareness training on best practices to protect your workplace. Level II also teaches employees about identity fraud and how human behavior is exploited by cybercriminals.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-PIRAN	Preventing, Identifying, and Responding to Abuse and Neglect	1	The goal of this course is to provide general staff in health and human services settings with skills for recognizing and responding to abuse and neglect.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-PIRDAA	Prevention, Identification, and Reporting of Dependent Adult Abuse	1	It is important that individuals working with dependent adults are knowledgeable about the common types of abuse perpetrated against dependent adults and indicators of each type. You should also be aware of precautions dependent adults can take to protect themselves from becoming a victim of abuse.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-HHS-0-QI	Quality Assurance and Performance Improvement for Direct Care Professionals	1	This course is designed to provide you with an overview of quality improvement, including what it is and how it is best implemented. You will learn relevant aspects of how quality improvement not only impacts your job, but also your clinic or agency's performance.

## Available Courses

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Compliance/Safety-HHS	<input type="checkbox"/>	REL-HHS-0-SF-V2	Safety In The Field	2.5	The purpose of this course is to teach human service workers how to stay safe by using safety techniques while working in the field, delivering services, and conducting meetings at client residences. The safety techniques you will learn can be applied to a variety of settings; however, most of the real-life examples in this course focus on visits to client homes.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-HHS-0-SBIRT-V2	SBIRT: Screening and Interventions for Individuals with Substance Use Issues	1.25	This course will discuss the core components of the Screening, Brief Intervention, and Referral to Treatment model, the most common screening tools used, and how the basic philosophy, principles, and techniques of motivational interviewing and stages of change apply to SBIRT.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-CFISA-SATL1	Security Awareness Training Level I	1	Level 1 provides an overview of the risk associated to cybercrime and best practices to protect the business from phishing, email threats, and other cybercrimes.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-CFISA-SATL2	Security Awareness Training Level II	2	Level II expands on Level I training and provides employees with a more robust cybersecurity awareness training experience. The added lessons help your organization to reduce risk.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-BHC-0-PECP	Supporting Client Rights for Paraprofessionals in Behavioral Health	1	This course will introduce you to these basic rights. Knowing how to promote and protect your clients' rights is key to their health, safety, and well-being. It will also help you and your organization succeed and provide quality, ethical, and legally sound care. The goal of this course is to provide paraprofessionals in behavioral health settings with information about client rights.
Compliance/Safety-HHS	<input type="checkbox"/>	REL-ALL-0-UHT	Understanding Human Trafficking	1	The goal of this course is to provide healthcare staff with critical steps to recognize and respond to human trafficking.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-ALCUSE-V2	Employee Wellness - Alcohol Use: How Much Is Too Much?	0.25	This course presents information about low- and high-risk patterns of alcohol consumption and what they look like.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-DOH-V2	Employee Wellness - Dental and Oral Health	0.25	This course is a reminder that your investment today in dental and oral hygiene will pay off in the long run!
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-DPREV-V2	Employee Wellness - Diabetes Prevention	0.25	Diabetes is a serious health condition that affects almost 30 million people in the United States. This course looks at common symptoms and complications, as well as everyday changes you can make to reduce your risk of developing type 2 diabetes.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-EINTEL-V2	Employee Wellness - Emotional Intelligence: Awareness	0.25	In this course, you'll learn about developing emotional awareness-the bedrock of emotional intelligence.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-EINTELFT-V2	Employee Wellness - Emotional Intelligence: Feeling & Thinking	0.25	This module will explain a little bit about how emotions work in the brain and how developing your EQ can improve your quality of life.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-HEB-V2	Employee Wellness - Healthy Eating on a Budget	0.25	The idea of healthy living is prevalent in our current society. This course will help you understand how to make the best choices and implement them into the daily life.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-HS-V2	Employee Wellness - Healthy Sleep	0.25	This course explains why sleep is important and how to improve your quality of sleep.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-HDPREV-V2	Employee Wellness - Heart Disease Prevention	0.25	This course will help you identify positive heart health practices and apply them in your own life.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-IPF-V2	Employee Wellness - Importance of Physical Fitness	0.25	This course looks at how you can incorporate fitness activities into your everyday life. You may be surprised how easy it is, and we think you'll agree the rewards are pretty great!
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-MF-V2	Employee Wellness - Making the Most of Your Memory	0.25	Through this course you will be empowered with strategies to enhance and sustain your memory functioning for optimal performance.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-SUPD-V2	Employee Wellness - Safe Use of Prescription Medications: Part 1	0.25	This course will help you locate and interpret the instructions given to you with a prescription medication, including how much and how long you should take it and any potential side effects or complications.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-SECG-V2	Employee Wellness - Side Effects of Care Giving	0.25	Caregiving demands a tremendous amount of compassion and empathy. While this can be incredibly rewarding, it can cause some adverse side effects.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-SMCESS-V2	Employee Wellness - Smoking Cessation: Ready, Set, Quit!	0.25	Quitting is hard, yet people quit for good all the time. One thing that can improve your chances of quitting smoking for good is to make a plan. When you make a plan, you prepare yourself as well as you can for the temporary discomfort of nicotine withdrawal. You put tools and ideas in place to get through it-and quit for good!
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-STRMGT-V2	Employee Wellness - Stress Management	0.25	This course will teach you to identify triggers and develop a personal stress management plan.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-TMGMT-V2	Employee Wellness - Time Management	0.25	In this course, you'll develop a basic understanding of time management skills by learning techniques to help recognize the most common 'slippery slope' moments and identify strategies to overcome them. Mastering time management helps us reach our goals and reduce stress.
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-WGTMGMT-V2	Employee Wellness - Weight Management	0.25	This course is not intended to replace individual medical advice. Contact a registered dietitian or nutritionist for personalized weight management strategies.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-WLBAL-V2	Employee Wellness - Work-Life Balance	0.25	This course will explore the factors causing imbalance between work and home and teach you how to make changes in both areas to restore balance
Employee Wellness	<input type="checkbox"/>	REL-ALL-0-EWSCFP	Employee Wellness: Self-Care for Frontline Professionals	0.25	This goal of this course is to provide staff working in healthcare settings with information about self-care and strategies they can use for self-care during crisis situations.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-AFFACT	Affirmative Action	0.5	Affirmative action refers to a set of practices designed to correct the trends created by past discrimination. It is important for you to understand what affirmative action is and how it may apply to you and your organization. This course has been prepared with these objectives in mind.
HR/Legal	<input type="checkbox"/>	REL-RCC-ICD10-CDREC	Coding Done Right: Ethics of Coding	0.5	The goal of this course is to provide the professional coder with an understanding of ethical coding.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-CEFFEL	Concepts of Effective eLearning	0.5	The goal of this course is to provide staff with the basic concepts of eLearning.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-DOCSUP	Documentation for Supervisors	1	As a supervisor, your goal in documentation is to record information that will provide evidence of action taken. In this course, we will explore the importance of accurate documentation for important employee matters.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-FS	FLSA for Supervisors	1	This course will introduce you to key provisions of the FLSA through a combination of easy-to-read summaries and skill-building activities that highlight how the law applies in scenarios you may encounter at work.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-FMLAS	FMLA for Supervisors	1	This course will introduce you to key provisions of the FMLA such as which employees have rights under the FMLA and the circumstances under which they are eligible to take protected leave.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-MANHR	Management of Human Resources	1.5	The goal of this course is to provide HR professionals and managers with an overview of HR responsibilities.
HR/Legal	<input type="checkbox"/>	REL-ALL-0-WDWSNK	Workplace Discrimination: What Supervisors Need to Know	1	The U.S. Equal Employment Opportunity Commission (EEOC) is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex, national origin, age, disability, or genetic information. The federal laws are very specific about the ways in which you, as an employer, are expected to select, promote, and accommodate your employees. You can be held liable for discrimination whether or not you intentionally discriminated against your employee, so it is imperative that you understand the federal laws prohibiting discrimination.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-AM	Anger Management	0.5	This course will provide the learner with a basic understanding of anger and describe techniques for managing anger in the workplace.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-BSUPSK	Basic Supervisory Skills	1	You have been chosen to be a supervisor. This course covers some basic skills that can help you be an effective supervisor whether you are new to the role or have had some supervisory experience in the past.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-CMLC	Change Management: Leading Change	1	The goal of this course is to provide managers and supervisors with strategies for planning and implementing change, as well as for guiding their team through the change process.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-CMNC	Change Management: Navigating Change	0.5	The goal of this course is to provide managers and supervisors with an understanding of the common reasons for resistance to change and learn ways to counteract it.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-CR	Conflict Resolution	0.5	Conflict in the workplace is inevitable because every person is different. However, handling it the right way leads to better relationships, an improved work environment, a stronger team, and personal goal achievement. This course presents techniques essential to handling conflict in the workplace.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-CSERV	Customer Service	0.5	In this course you learn what customer service is, who your customers are, and how to build relationships with customers through everyday interactions. You will practice ways to communicate respect, attentiveness, and empathy in a variety of situations.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-EFFCOM	Effective Communication	0.25	This course will help you to communicate clearly, concisely, and professionally. You'll increase understanding between you and your coworkers by learning what to say, how to say it, and the barriers to good communication.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-ECWSNK	Effective Communication: What Supervisors Need to Know	1	This course prepares you to better work beside people and in situations on a professional level through effective communication.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-PROFW	Effective Workplace Writing	0.25	In this course, you'll learn best practices that apply to all forms of professional writing. You'll learn how to organize information, clearly state your purpose, and avoid common errors.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-ECCE	Essentials of Communication: Communication Effectiveness	1	This course will use a blend of experiential exercises, instructive information, and self-study to provide the tips, tools, and techniques you need to increase your effectiveness.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-ECEL	Essentials of Communication: Effective Listening	1	In this course, you will learn the consequences of not listening effectively and how adapting the techniques of active listening will benefit you. You will develop a greater understanding of why and how managers and leaders must listen actively, not passively, to build stronger teams and increase their impact.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-ECNC	Essentials of Communication: Navigating Conversations	1	In this course, you will examine four types of conversations managers face in the workplace and learn how to manage each one effectively. You will learn how to distinguish each conversation type and how to avoid common pitfalls when these conversations become difficult.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-FML	Fundamentals of Management vs. Leadership	1	The goal of this course is to provide managers and leaders with leadership tools and methods.

## Available Courses

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-FMSSS	Fundamentals of Management: Setting the Stage for Success	0.5	The goal of this course is to provide managers and supervisors with fundamental skills for building relationships with their team.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-FMEL	Fundamentals of Management: The Emerging Leader	0.5	The goal of this course is to provide supervisors and managers with current best practices for the emerging leader.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-FMWW	Fundamentals of Management: Winning at Work	0.5	The goal of this course is to provide supervisors and managers with techniques to strengthen their role as a manager and win at work.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-HPTAE	High Performing Teams: Achieving Excellence	1	In this course, you will explore the importance of identifying team dynamics associated with assessment and motivation that can help or hinder your teams success. You will also learn some practical actions for facilitating emotional buy-in and commitment to achieving greater team results.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-BHC-0-ISCPF	Importance of Self-Care for Frontline Professionals	1.5	The goal of this course is to provide professionals in healthcare settings with practical information on effective self-care strategies to use in times of prolonged stress, such as during a public health crisis.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-IEE	Improving Employee Engagement	1	The goal of this course is to provide nurses, administrators, and HR professionals in healthcare settings with strategies to improve employee engagement.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-IIT	Introduction to Interviewing Techniques	1	This course will help you achieve the 2 main goals of a job interview: selecting the right applicants and presenting your organization as a desirable place to work to the top candidates in the market.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-ITB	Introduction to Team Building	0.5	Knowing how to work in teams is essential for success in most jobs. Organizations rely on teams to solve problems and complete complex tasks. In addition, team membership creates opportunities to gain skills needed to be successful.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-LFLC	Leadership Fundamentals: Leading as a Coach	1	In this course, you will gain an understanding of what it means to take a coaching approach and learn the fundamental skills to work with individuals on your team in a trust-based environment.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-LFRL	Leadership Fundamentals: Relationship-Centric Leadership	1	In this course, you will meet two different managers and evaluate the results of their autocratic and servant leadership styles. By understanding these leadership styles and their impact, you are better able to bring these learnings to life in your work as a leader.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-MPBOUND	Maintaining Professional Boundaries	0.5	The goal of this course is to share with general staff in any setting the basics of how to maintain professional boundaries.

**Available Courses**

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Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-MIMPP	Motivating for Improved Performance	0.5	The goal of this course is to provide leaders and manager with an overview of how to motivate improved performance.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-NEMOOC	New Employee Onboarding and Organizational Culture	0.5	The goal of this course is to provide administrators and Human Resources professionals with an overview of the importance of onboarding.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-TMBLDG	Team Building: Introduction	1	Organizations rely on teams to solve problems and complete complex tasks. In addition, team membership and team leadership create opportunities to gain skills needed to be successful. In this course, you will learn about teams and how to be an effective team member.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-IDD-0-RALBMG	The Role of Agency Leadership in Board Management and Governance	1	The goal of this course is to provide managers and leaders in IDD settings with an overview of working with a board of directors.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-TRANSUP	The Transition to Supervisor	1	This course is designed to prepare you for a smooth initial transition to your new position of leadership. It will cover the basics of changing relationships and how to handle difficulties along the way.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-WTEAM	Working in a Team	0.5	This course provides you with the essential components to be an effective team member.
Leadership and Management Fundamentals	<input type="checkbox"/>	REL-ALL-0-WWDP	Working with Difficult People	0.25	In this course, you'll learn strategies to calmly address misunderstandings before they blow up. Professional relationships can improve when you know how to deal with differences, communicate clearly, and listen respectfully.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL10ADV	2010 MS Excel: Advanced	0.25	This advanced course on Microsoft Excel 2010 covers creating and running macros.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL10BAS	2010 MS Excel: Basics	0.5	This course will teach you the basics of Microsoft Excel 2010 including creating a chart, keyboard shortcuts, protecting your files, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL10INT	2010 MS Excel: Intermediate	2	This intermediate level course on Microsoft Excel 2010 will cover formulas and functions, conditional formatting, Vlookup, keyboard shortcuts, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-OUTLK10BAS	2010 MS Outlook: Basics	1.25	This course will teach you the basics of Microsoft Outlook 2010 including mailbox management, signatures, automatic replies, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-OUTLK10INT	2010 MS Outlook: Intermediate	1.25	This intermediate level course on Microsoft Outlook 2010 covers keyboard shortcuts, best practices, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-PPT10BAS	2010 MS PowerPoint: Basics	2	This course will teach you the basics of Microsoft PowerPoint 2010 including charts and diagrams, keyboard shortcuts, animations and transitions, inserting videos, and more.

## Available Courses

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Microsoft	<input type="checkbox"/>	REL-ALL-0-PPT10INT	2010 MS PowerPoint: Intermediate	0.25	This intermediate level course on Microsoft PowerPoint 2010 will provide an indepth coverage of using animations.
Microsoft	<input type="checkbox"/>	REL-ALL-0-WORD10BAS	2010 MS Word: Basics	0.75	This course will teach you the basics of Microsoft Word 2010 including creating a document, protecting your files, keyboard shortcuts, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-WORD10INT	2010 MS Word: Intermediate	1.25	This intermediate level course on Microsoft Word 2010 covers working with table of contents, formatting, page numbers, headers and footers, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL13ADV	2013 MS Excel: Advanced	1.75	This advanced course on Microsoft Excel 2013 will cover advanced formulas, pivot tables, macros, password protection, drop down lists, printing, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL13BAS	2013 MS Excel: Basics	1.5	This course will teach you the basics of Microsoft Excel 2013 such as basic math, creating a chart, cell references, the autofill feature, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-EXCEL13INT	2013 MS Excel: Intermediate	1.25	This intermediate level course on Microsoft Excel 2013 includes sorting and filtering data, headers and footers, using basic formulas, conditional formatting, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-OUTLK13ADV	2013 MS Outlook: Advanced	1	This advanced level course on Microsoft Outlook 2013 will cover archiving, password protecting, personal folders, managing rules, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-OUTLK13BAS	2013 MS Outlook: Basics	1.5	This course will teach you the basics of Microsoft Outlook 2013 including email, calendars, contacts, attachments, search features, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-OUTLK13INT	2013 MS Outlook: Intermediate	2	This intermediate level course on Microsoft Outlook 2013 covers using folders, controlling spam, vCards, tracking emails, templates, using contact groups, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-PPT13ADV	2013 MS PowerPoint: Advanced	3.25	This advanced course on Microsoft PowerPoint 2013 will cover sound effects and music, bullets, headers and footers, animation, charts, inserting objects, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-PPT13BAS	2013 MS PowerPoint: Basics	1.25	This course will teach you the basics of Microsoft PowerPoint 2013 including themes, transitions between slides, speaker notes, basic formatting, printing, using the presenter view, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-PPT13INT	2013 MS PowerPoint: Intermediate	0.75	This intermediate level course on Microsoft PowerPoint 2013 includes backgrounds, using and formatting pictures, watermarks, handout masters, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-WORD13ADV	2013 MS Word: Advanced	1	This advanced course on Microsoft Word 2013 will cover mail merge, table of contents, collapsible headings, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-WORD13BAS	2013 MS Word: Basics	1	This course will teach you the basics of Microsoft Word 2013, including how to create and save a document, format the page and contents, edit, and more.
Microsoft	<input type="checkbox"/>	REL-ALL-0-WORD13INT	2013 MS Word: Intermediate	1.75	This intermediate level course on Microsoft Word 2013 includes creating labels, formatting features such as footnotes, mirror margins and watermarks, as well as citations and bibliographies, and more.

## Available Courses

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OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-ACOVID	About COVID-19	0.25	The COVID-19 pandemic is often described as the 100-year pandemic. Science has compared this virus to the influenza pandemic of 1918. So, what is COVID-19? This course will describe the roots of COVID-19 as well as steps to take to lessen the risk of exposure or infection.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-BIPREV	Back Injury Prevention	0.5	In this course, you'll learn basis of back injury prevention - which includes identifying risks, implementing proper lifting techniques, and strengthening you're your back.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-BHH	Basics of Hand Hygiene	0.25	The goal of this course is to instruct all employees about when hand hygiene is necessary as well as the correct procedure for hand washing and the use of alcohol-based hand rubs.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-BIOTER	Bioterrorism	0.5	Bioterrorism is a form of terrorism in which biological agents such as viruses, bacteria, or other germs are deployed in an effort to cause harm or death to people, plants, or animals. In this course you will learn how to prepare for and respond to bioterrorism in the workplace.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-CVWYNK	COVID-19 Vaccines: What You Need to Know!	0.25	This course educates healthcare workers about the three COVID-19 vaccines currently available. It also reviews the benefits, risks, and known side effects of these vaccines. This course provides a resource link to the Centers for Disease Control and Prevention (CDC) COVID-19 vaccine talking points document to share with individuals.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-DVRP	Domestic Violence: Recognizing and Preventing	1	This course discusses information on recognizing and responding to domestic violence. It also discusses strategies you can use to report and even prevent it.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-ELSFTY	Electrical Safety	0.25	This course focuses on how to work safely with electricity. You will learn what common electrical hazards are present in the workplace, how to make your work setting safer, and how to respond to hazardous electrical incidents.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-ERGOFF	Ergonomics: Office	0.25	In this course, you will learn how to set up a computer workstation properly. It is also important to recognize the early warning signs of common work-related injuries.
OSHA Requirements	<input type="checkbox"/>	REL-CV-0-FSTB	Fire Safety	0.5	This course corresponds to the Federal regulations F454, F517, F518; while information is related to the aforementioned tags, individual facilities/buildings will still need to add organization specific information regarding evacuation and emergency procedures.
OSHA Requirements	<input type="checkbox"/>	REL-CV-0-FSEP	Fire Safety Evacuation Procedures Skills Checklist	0	The following table lists the steps that are expected of you should it be necessary to evacuate individuals from your place of work. The table also provides rationales that explain why you perform some of these steps.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-FSBASIC-V2	Fire Safety: The Basics	0.5	The goal of this course is to provide all employees with easy-to-remember steps and information about responding to and preventing fires.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-HCSDSL	Hazardous Chemicals: SDS and Labels	0.5	OSHA's Hazard Communication Standard (HCS) is part of the Code of Federal Regulations (CFR) used to convey occupational safety and health risks associated with chemicals and toxic substance hazards in the workplace, during manufacturing or transportation, as well as during releases or exposures. The goal of this course is to provide all staff with a review of hazardous chemical labels, pictograms, and Safety Data Sheets (SDSs).
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-HCTESS	Hazardous Chemicals: The Essentials	0.5	The goal of this course is to provide all staff with an overview of how to work safely with hazardous materials and what to do in the event of a hazardous chemical spill.
OSHA Requirements	<input type="checkbox"/>	REL-ACU-0-60011	Infection Control for Healthcare Professionals	3	This three-part program will update your ability to apply scientifically accepted infection-control principles to reduce the transmission of pathogens.
OSHA Requirements	<input type="checkbox"/>	REL-PAC-0-POTGC-ICAP	Infection Control: Airborne Precautions	0	This course presents Pro on the Go instruction for implementing infection control measures to prevent transmission of airborne disease.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-ICBC	Infection Control: Basic Concepts	0.25	The goal of this course is to provide staff in all healthcare settings with the basics of infection control.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-IFEP	Infection Control: Essential Principles	0.5	The goal of this course is to provide all staff in healthcare settings with knowledge about infection control and prevention, the basics of how diseases are transmitted, and types of precautions to prevent illnesses such as influenza and tuberculosis.
OSHA Requirements	<input type="checkbox"/>	REL-ACU-0-PR1019	Infection Prevention and Control Nursing: Surveillance Systems	1	The goal of this module is to provide an overview of the design of surveillance systems and the use of surveillance data to prevent and control the spread of infections.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-INFVAC	Influenza Vaccination	0.5	This course will teach you simple steps to protect yourself and those you serve from getting or spreading the flu. The goal of this course is to provide all staff with the basics of flu prevention, symptoms, and treatment strategies.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-LADSFTY	Ladder Safety	0.25	Sometimes you are required to perform certain job tasks that may involve the use of ladders. By following best practices and taking some basic precautions, you can help prevent ladder injuries.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-LOTO	Lockout/Tagout	0.25	Lockout/Tagout is a set of procedures that isolate and tag equipment when it is being installed, serviced, or maintained in order to prevent these kinds of injuries. This course presents basic information about the purpose and requirements of the OSHA standard for the Control of Hazardous Energy, Lockout/Tagout or LOTO.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-LOTOP	Lockout/Tagout Procedures	0.25	The goal of this course is to provide all staff with an overview of lockout/tagout procedures.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-MSTF	Minimizing Trips, Slips, and Falls	0.25	The goal of this course is to help all employees minimize trips, slips, and falls.

## Available Courses

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWEO	Natural Disasters and Workplace Emergencies: An Overview	0.5	This course is a basic overview of natural disasters and workplace emergencies. This course will provide you with important content that you can use to help keep yourself and others safe during emergencies and disasters in the workplace.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWEET	Natural Disasters and Workplace Emergencies: Earthquakes and Tsunamis	0.5	The goal of this course is to provide all staff with a basic overview of earthquakes and tsunamis.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWEFLL	Natural Disasters and Workplace Emergencies: Flooding and Landslides	0.5	The goal of this course is to provide employees with a foundation for staying safe during flooding and landslides.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWEEHC	Natural Disasters and Workplace Emergencies: Heat and Cold Stress	0.5	The goal of this course is to provide all staff with an overview of both hot and cold environments, the human response, and how to live and work safely in these conditions.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWEH	Natural Disasters and Workplace Emergencies: Hurricanes	0.5	The goal of this course is to provide the learner with safety considerations for use in hurricane-prone regions.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-NDWET	Natural Disasters and Workplace Emergencies: Tornadoes	0.5	The goal of this course is to provide staff with a foundation for staying safe during a tornado.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-WSRETS	Safety Rules – COVID-19 Emergency Temporary Standard	0.25	The goal of this course is to provide an overview of the OSHA COVID-19 Emergency Temporary Standard for all healthcare administrators and managers.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-CONFSP	OSHA: Confined Space	0.25	This course teaches employees who work in confined spaces how to recognize and evaluate potential confined space hazards. A clear understanding of the dangers confined spaces may present can prevent injury and even death.
OSHA Requirements	<input type="checkbox"/>	REL-PAC-0-OTB	Overview of Tuberculosis	1	This course provides an overview of the disease process and management of tuberculosis (TB). TB is a curable and preventable disease; however, it can be fatal if not treated appropriately and timely. The goal of this course is to teach professional nurses in the post-acute care setting about tuberculosis.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-PANIP	Pandemic Influenza Preparation	1	This course will introduce you to the influenza pandemic response and its three stages of preparation, response, and recovery. You will learn about the basic elements of a pandemic influenza plan and the steps needed to implement this plan when responding to pandemic levels of influenza in the community.
OSHA Requirements	<input type="checkbox"/>	REL-SRC-0-PROFT	Particulate Respirators and OSHA Fit Testing	0.25	This program will contain policies and procedures for the use of respirators to prevent exposure to airborne diseases. However, these devices can only protect you when properly worn. In this course, you will learn about the appropriate fit and use of particulate respirators.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-PPE	Personal Protective Equipment	0.25	Personal protective equipment, or PPE for short, is one of the first lines of defense against physical hazards of various sorts. You must also recognize the situations that require the use of PPE and know how to correctly put on (donning) and remove (doffing) the equipment you need.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-PSTF	Preventing Slips, Trips and Falls	0.25	This course is about workplace slip, trip, and falls hazards. It alerts you to the serious consequences that can result even from a simple fall or a near fall, and provides information about measures that can help you prevent these incidents and reduce potential injuries.
OSHA Requirements	<input type="checkbox"/>	REL-PAC-0-REI	Responding to Employee Incidents	1	A thorough incident investigation aims to reveal causation and suggestions for the implementation of preventive measures. This course will also help you to understand the significant role you play in incident investigation and prevention. The application of this information to the workplace allows you to prevent future incidents.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-CPTRF	Safe Transfers	0.25	This course focuses on the safe and effective methods to transfer individuals. Throughout the course, you'll be asked to make decisions regarding the appropriate
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-SIPR	Sharps Injury Prevention and Response	0.5	In this course, you will learn about types of sharps, what to do if you experience a sharps injury and how you can prevent injury caused by sharps. You will encounter several scenarios where you will apply your knowledge of sharps and how to prevent sharps injury.
OSHA Requirements	<input type="checkbox"/>	REL-PAC-0-STFP	Slips, Trips, and Falls Prevention	0.5	Preventing falls is everyones responsibility. It takes a team effort to have an eye out for potential hazards and then to ACT to remove them. This course is designed to help you get engaged in preventing slips, trips, and falls within your community.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-SUW	Substance Use in the Workplace	1	This course describes what substance use disorders are and what signs might suggest someone is using substances. It explains the impact of substance use in the workplace. It also gives an overview of how you can get help if you or your coworker has a problem with substance use.
OSHA Requirements	<input type="checkbox"/>	REL-SRC-0-TBP	Transmission-Based Precautions	0.5	This course presents the principles of transmission-based precautions and strategies to apply them in daily practice. It differentiates between transmission-based precautions and standard precautions, and identifies when and how to implement the appropriate precautions.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-TUBBAS	Tuberculosis Basics	0.5	The goal of this course is to provide all healthcare providers with a basic understanding of tuberculosis.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-UBBPATH	Understanding Bloodborne Pathogens	0.75	Exposure and injury prevention is the responsibility of each and every employee. Knowing what is in your organization's ECP, and adhering to it, is a great step forward in maintaining a safe and injury free workplace. This course aligns with OSHA's
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-UWRKVLN	Understanding Workplace Violence	0.5	In this course, you will learn how to spot, prevent, and respond to workplace violence.
OSHA Requirements	<input type="checkbox"/>	REL-ALL-0-WSTB	Workplace Safety: The Basics	0.25	It is important that you are aware of common hazards in the workplace and tools and techniques to keep yourself safe. Some situations will be specific to working in an organization, a home, or the community.
Trust University	<input type="checkbox"/>	TUBackingSafely	Backing Up a Vehicle Safely	0.25	One of out of four vehicle accidents can be blamed on poor backing techniques. This presentation will provide information that employers and employees can use to help prevent accidents while on the job.
Trust University	<input type="checkbox"/>	TUDistDriv	Distracted Driving	0.5	Distracted driving is dangerous. This course will provide safety tips to help you stay safer on road and prevent accidents.
Trust University	<input type="checkbox"/>	TUEnerSafeComm	Energizing Your Safety Committee	0.5	Safety committee are an essential component to reducing and preventing injuries but sometimes they need a little zap of energy. Take this course to find out what your organization can do to energize your committee.
Trust University	<input type="checkbox"/>	TUHandPowrTool	Hand and Power Tools	0.5	Hand and power tools can cause severe injuries if proper safety measures are not implemented, this course will provide information on both the employer and employee obligations under the OSHA standard(s).
Trust University	<input type="checkbox"/>	TUHomeOffcErgo	Home Office Ergonomics	0.5	Employees tele-commuting need to understand how to set up their personal workspace to reduce and/or eliminate ergonomic exposures. This training will provide employees with the necessary information to meet this objective.
Trust University	<input type="checkbox"/>	TUKitcSafe	Kitchen Safety	0.5	Kitchens are filled with the potential for many types of accidents. To stay safe, consider each of these possible hazards and identify ways to safeguard yourself.
Trust University	<input type="checkbox"/>	TUManuMateHand	Manual Material Handling	0.5	Injuries to the back, neck and shoulders account for about two thirds of manual material handling claims (MMH) in the workforce. By taking this course, learners will understand the risks associated with MMH and methods to prevent injuries and incidents.
Trust University	<input type="checkbox"/>	TUOSHARKTheBasics	OSHA Recordkeeping: The Very Basics	0.5	New to the Recordkeeping process and standard? Then this course is for you! This course will provide basic information on the standard and resources to get you started. If you have questions please contact your Senior Loss Control Consultant.
Trust University	<input type="checkbox"/>	TUOSHARKCommMist	OSHA Recordskeeping: Common Mistakes	0.5	This course answers the most common questions and addresses easily misunderstood questions on recordkeeping.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Trust University	<input type="checkbox"/>	TUPersSafe	Personal Safety in the Community	0.5	Workplace Violence can affect your employees who work in the community. This course is designed to provide your employees who work outside the office safe.
Trust University	<input type="checkbox"/>	TUPortLadd	Portable Ladder Safety	0.5	Falls from elevations can cause devastating injuries. Teach your employees to use ladders safely.
Trust University	<input type="checkbox"/>	TUProtWorkEffeHeat	Protecting Workers from the Effects of Heat	0.5	Workers who work outdoors need to understand the risks and solutions to avoid illnesses and injuries due to working in a hot environment. This is a beneficial course for them to take prior to working outdoors in the summer months.
Trust University	<input type="checkbox"/>	TUSlipTrip	Slips, Trips and Falls Identification and Prevention	0.5	Slips, trips and falls are one of the most preventable WC injury. This course will provide your employees with the information necessary to reduce and/or prevent injuries.
Trust University	<input type="checkbox"/>	TUTailgateTopicMergingChanging	Tailgate Topics - Merging and Changing Lanes	0.25	This course will help drivers understand the risks and how to safely merge and change lanes as well as safe passing techniques.
Trust University	<input type="checkbox"/>	TUTailgateTopicRightofWay	Tailgate Topics - Right of Way	0.25	Statistics show that forty percent of all car crashes involve intersections. This course will provide information that will reduce the likelihood of you being contributing to this statistic.
Trust University	<input type="checkbox"/>	TUTTAgressDrive	Tailgate Topics- Aggressive Driving and Road Rage	0.25	This program will help you to identify the signs of aggressive driving and road rage and provide methods to help reduce and or avoid aggressive driving situations or becoming a victim of another aggressive driver.
Trust University	<input type="checkbox"/>	TUDementia	Tips for Maintaining Health and Safety with Clients With Dementia	0.5	This course is designed for homecare workers to provide an overview of interacting with clients with Dementia to keep both the employee and the client safe. The course will provide information on the risks of working with people with Dementia, signs and symptoms of dementia, and effective techniques to keep clients with Dementia calm and help to manage the situation when they become agitated.
Trust University	<input type="checkbox"/>	TUThreBeha	Tips for Safely Handling Threatening Behavior When Providing Homecare	0.5	This course is designed for homecare workers to identify and reduce risks associated with threats within the home from other people. The information contained in the training is important for both caregivers and clients. The information learned can be shared with families and other caregivers.
Trust University	<input type="checkbox"/>	TUWintSafe	Winter Safety	0.5	Winter in New England can be beautiful yet challenging. This course will provide safety tips to help prevent injuries and incidents.
Trust University	<input type="checkbox"/>	TUWPVinHH	Workplace Violence Prevention in Home Health Care	0.5	Homecare workers and companions are particularly vulnerable to workplace violence. These workers faced unprotected and unpredictable environment each time they enter a patient or clients community and home.
Workforce Skills-Supervision and Management	<input type="checkbox"/>	REL-ALL-0-WSU	Workplace Substance Use	2	The goal of this course is to provide managers and leaders with an understanding of the competencies needed to identify and manage employees with substance use issues.

**Available Courses**

Category Name	Assignment	Module Code	Module Name	Hrs	Brief Module Description
Workforce Skills and Development	<input type="checkbox"/>	REL-ALL-0-PSW	Problem Solving in the Workplace	1	In this course, you will learn how problems affect the workplace and about the common obstacles to effective problem solving at work. You will also learn how to apply problem solving steps and solve common problems with common solutions. Learning and using these problem solving strategies will reduce the frustration of experiencing the same workplace problems over and over.