

Volunteer's Mandated Reporter Training Procedure

Go to	https://mandatedreportertraining.com/ Log in to your existing account or register for a new account. Answer the question: "I need training for <u>myself</u>." Click the button CREATE ACCOUNT
Complete the information	Select State: California Select Industry: Youth Service Organization (or Religious Group) Select Profession: Volunteer Type in Organization Name: put the church/school/ministry name here Select your preferred language: English or Spanish Click the button CREATE A LEARNER ACCOUNT
Verify the Account	You'll be asked to verify the account. Once finished, LOGIN to your account.
Adding the Training Course	Again, select the Industry: Youth Service Organization Again, select Profession: Volunteer Check the box ☐ Volunteer, then Click the button ADD TRAININGS
Complete the Course	Use the course player toolbar to navigate through the course. Your progress is saved as you go. Use "Exit Training" if you need to leave the course and come back later. Once you complete the training, you will need to take a test with a certificate issued upon successful completion. CCC and the requesting entity will need a copy of the Certificate; plus keep a copy for yourself.