



Macomb County Brainier Training Instructions

Required Trainings

The trainings below for Macomb County are required for ExpertCare caregivers and must be completed every 2 years:

- Limited English Proficiency (LEP)
- Cultural Competency (CC)
- Grievance and Appeals (GA)
- Trauma Informed Care (TIC)
- Person-Centered Planning (PCP)
- Question, Persuade, Refer (QPR)

These are currently the only required Brainier trainings for ExpertCare.

Estimated Completion Times

- LEP: Approximately 30 minutes
- Cultural Competency: Approximately 30 minutes
- Trauma Informed Care: Approximately 30 minutes
- Person-Centered Planning: Approximately 30 minutes
- Grievance and Appeals: Approximately 1 hour
- QPR: Approximately 1.5 hours

QPR is completed as a virtual training via Microsoft Teams. Your trainer will email Macomb County to request that you be added to an upcoming QPR class, and you will be CC'd on the email. A representative from the county will confirm within 48 hours whether you can be added to the class. Once confirmed, you will receive the registration information and class details.

Important Testing Information

- You must score 80% or higher on each course quiz to pass.
- You may retake each quiz up to 25 times if you do not pass on your first attempt.
- If you are unable to pass within the allotted attempts, please contact Brainier support at brainierlms@mccmh.net.

How to Access and Complete Your Trainings

Step 1: Access Brainier

Visit the Macomb County Brainier login page:

[Macomb County Brainier Login](#)

If you are a new ExpertCare employee, ExpertCare will register you with Brainier. You will receive an email containing your username and temporary password.

Step 2: Log In

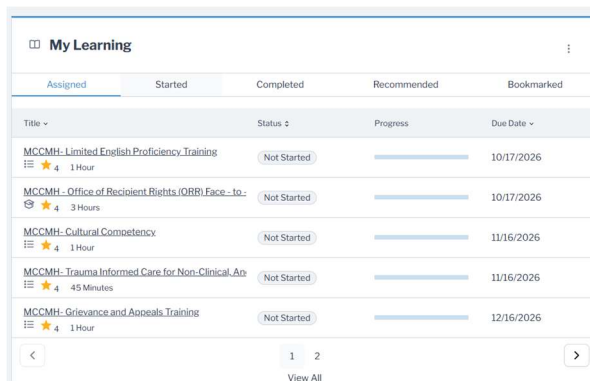
1. Enter the username and temporary password provided to you.
2. When you log in for the first time, you will be prompted to create a new password.
3. Please save your username and new password somewhere secure. You will need them to access Brainier for future training renewals.

Step 3: Find Your Training

After logging in, you will be taken to your dashboard.

1. Locate the **My Learning** section.
2. Your assigned trainings will appear in orange.
3. Click on the training you need to complete.

See below.



The screenshot shows the 'My Learning' dashboard with a table of assigned trainings. The table has columns for Title, Status, Progress, and Due Date. All trainings are marked as 'Not Started' and have a progress bar. The trainings are listed in orange text.

Title	Status	Progress	Due Date
MCCMH - Limited English Proficiency Training ★ 4 1 Hour	Not Started		10/17/2026
MCCMH - Office of Resident Rights (ORR) Face-to-Face ★ 4 3 Hours	Not Started		10/17/2026
MCCMH - Cultural Competency ★ 4 1 Hour	Not Started		11/16/2026
MCCMH - Trauma Informed Care for Non-Clinical An ★ 4 45 Minutes	Not Started		11/16/2026
MCCMH - Grievance and Appeals Training ★ 4 1 Hour	Not Started		12/16/2026

Step 4: Complete Step 1

When the training opens, scroll down to **STEP 1**.

1. Click **Download** to access the training material.
2. Read the material carefully. This information will help you prepare for the course quiz.
3. After reviewing the material in its entirety, return to **STEP 1**.
4. Locate the statement: *“I certify that I have viewed and completed this item in its entirety.”*
5. Click the orange **Confirm** button to confirm completion.

See image below.

The screenshot shows a 'Object Details' interface with two steps. Step 1, 'MCCMH- Limited English Proficiency Training', is marked as 50% complete and includes a 'Redownload' button. Step 2, 'Limited English Proficiency Exam', is marked as 0% complete and includes a 'Start' button. A confirmation statement is visible at the top: 'I certify that I have viewed and completed this item in its entirety.' with a 'Confirm' button.

Step 5: Complete the Quiz

Proceed to **STEP 2**.

1. Click **Start** in the STEP 2 box.

This screenshot is a zoomed-in view of the Step 2 section from the previous image. It shows the 'Limited English Proficiency Exam' with a 'Start' button highlighted in a yellow box. The progress bar is at 0%.

2. A confirmation screen will appear asking if you are ready to begin the exam.
3. Click **Start** to begin the quiz.
4. You must receive a score of **80% or higher** to pass.

Step 6: Download Your Certificate

After successfully completing the quiz:

1. Locate the **Passed** button.
2. Hover over or select the **Passed** button.
3. Select the option to **Download your certificate**.
4. Save the certificate to your computer or device.

Step 7: Submit Your Certificate

Once you have downloaded your certificate, email it to:

training@expertcare.com

Please make sure your certificate is attached to the email before sending it.

Need Help?

If you have trouble accessing Brainier, completing a training, or passing a quiz after the allotted attempts, please contact Brainier support at brainierlms@mccmh.net.

For questions regarding ExpertCare training requirements or certificate submission, contact training@expertcare.com.