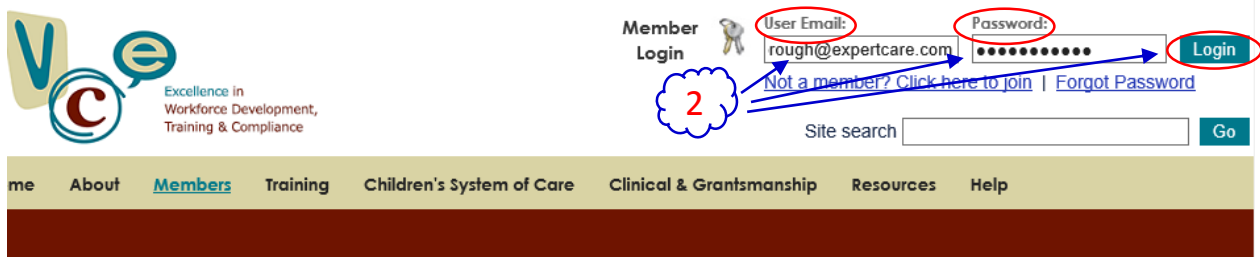
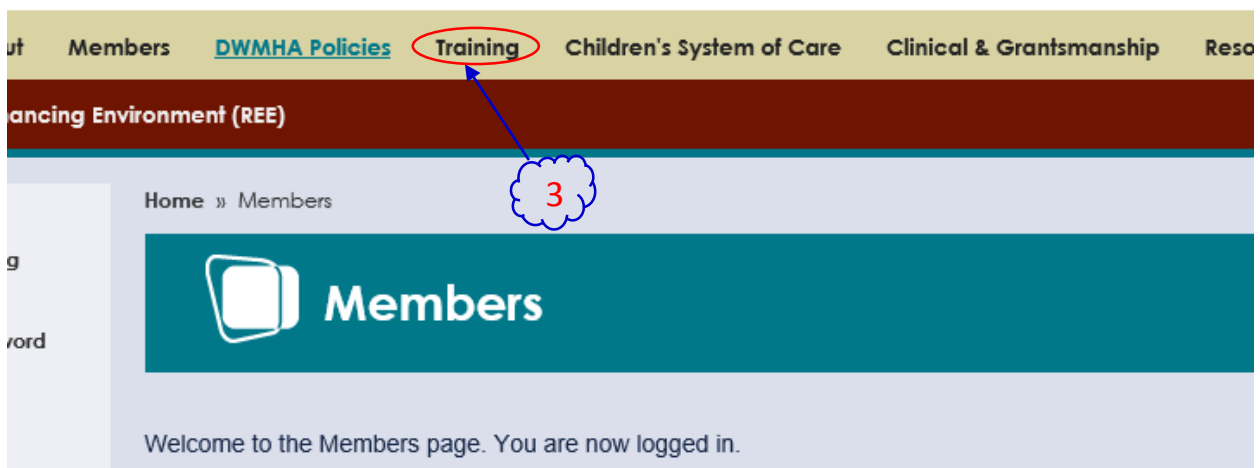


Abuse & Neglect: Reporting Requirements

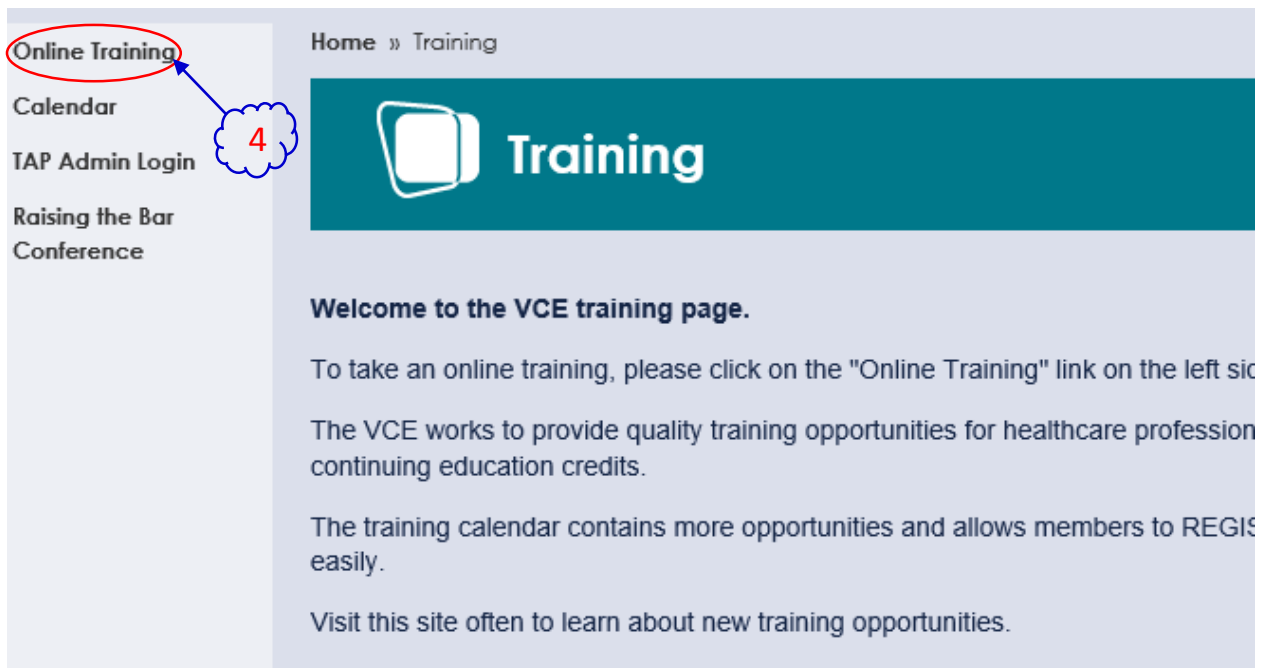
1. Go to <https://www.vceonline.org>.
2. On the top right corner, enter your user email and password, then click **“Login”**.



3. On the next page, click on **“Training”** on the top bar.

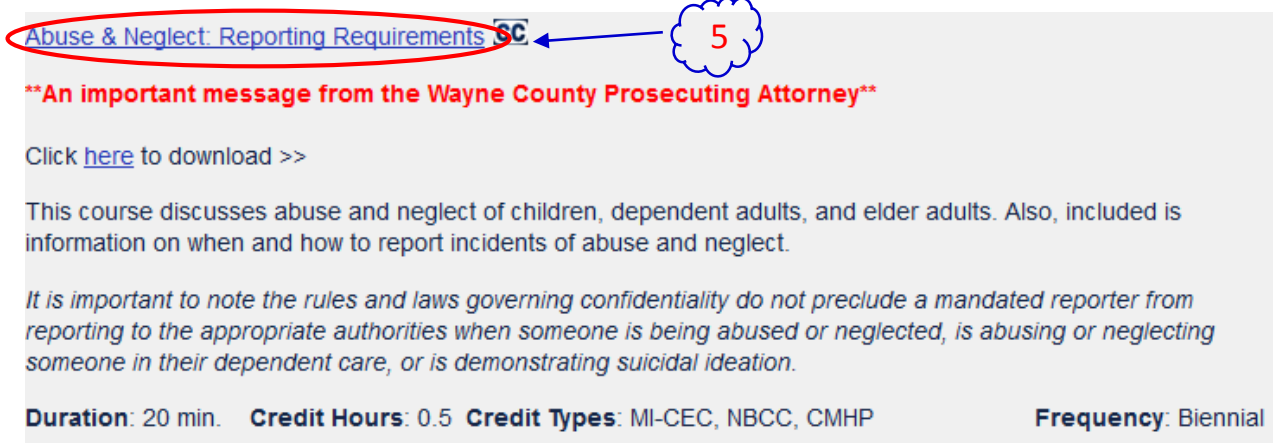


4. On the left side of the page, click on the link for **“Online Training”**.



Abuse & Neglect: Reporting Requirements

- On the next page, scroll down and click on the hyperlink for “**Abuse & Neglect: Reporting Requirements**”.



The screenshot shows a course listing for "Abuse & Neglect: Reporting Requirements". The title is circled in red, and a blue cloud with the number "5" points to it. Below the title is a red banner with the text "**An important message from the Wayne County Prosecuting Attorney**". Underneath, there is a link "Click [here](#) to download >>". The course description follows: "This course discusses abuse and neglect of children, dependent adults, and elder adults. Also, included is information on when and how to report incidents of abuse and neglect." A note in italics states: "It is important to note the rules and laws governing confidentiality do not preclude a mandated reporter from reporting to the appropriate authorities when someone is being abused or neglected, is abusing or neglecting someone in their dependent care, or is demonstrating suicidal ideation." At the bottom, course details are listed: "Duration: 20 min. Credit Hours: 0.5 Credit Types: MI-CEC, NBCC, CMHP Frequency: Biennial".

[Abuse & Neglect: Reporting Requirements](#) **SC**

****An important message from the Wayne County Prosecuting Attorney****

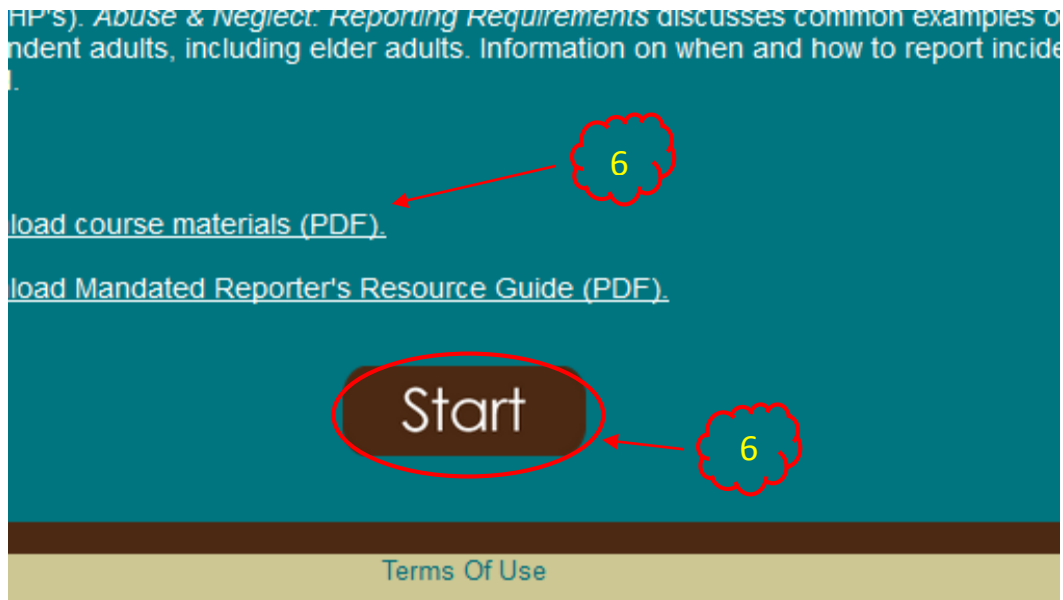
Click [here](#) to download >>

This course discusses abuse and neglect of children, dependent adults, and elder adults. Also, included is information on when and how to report incidents of abuse and neglect.

It is important to note the rules and laws governing confidentiality do not preclude a mandated reporter from reporting to the appropriate authorities when someone is being abused or neglected, is abusing or neglecting someone in their dependent care, or is demonstrating suicidal ideation.

Duration: 20 min. **Credit Hours:** 0.5 **Credit Types:** MI-CEC, NBCC, CMHP **Frequency:** Biennial

- On the next page, the course description will come up. You may download the PDFs for Course Materials and the Mandated Reporter’s Resource Guide for future reference. Click on “**Start**” to begin the course.



The screenshot shows the course description page. It features two download links: "load course materials (PDF)." and "load Mandated Reporter's Resource Guide (PDF)". A red cloud with the number "6" points to the first link. Below these links is a large brown button with the word "Start" in white, which is circled in red. Another red cloud with the number "6" points to the "Start" button. At the bottom of the page, there is a link for "Terms Of Use".

load course materials (PDF).

load Mandated Reporter's Resource Guide (PDF).

Start

[Terms Of Use](#)

Abuse & Neglect: Reporting Requirements

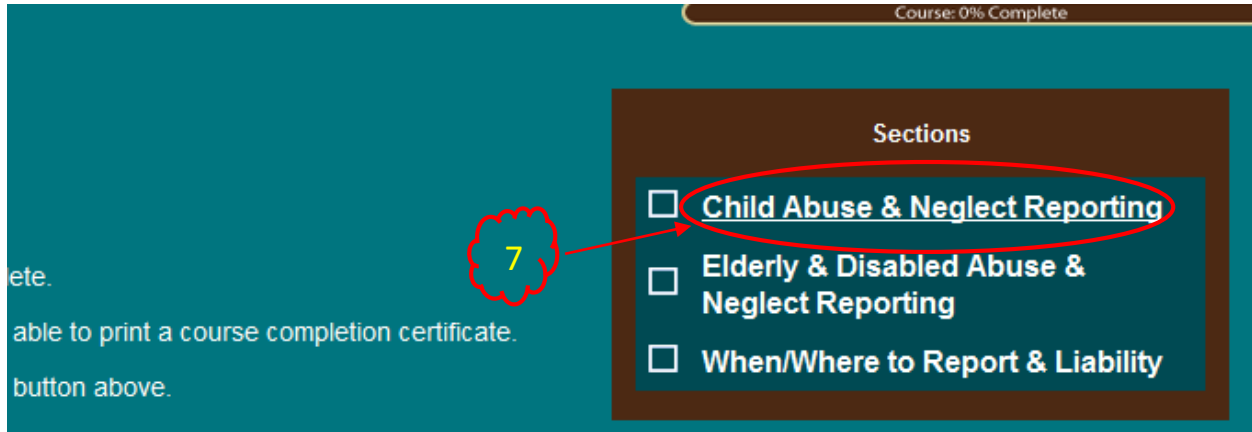
7. The course contains 3 sections that need to be completed. To begin the first section, click the link for **“Child Abuse & Neglect Reporting.”**

ete.
able to print a course completion certificate.
button above.

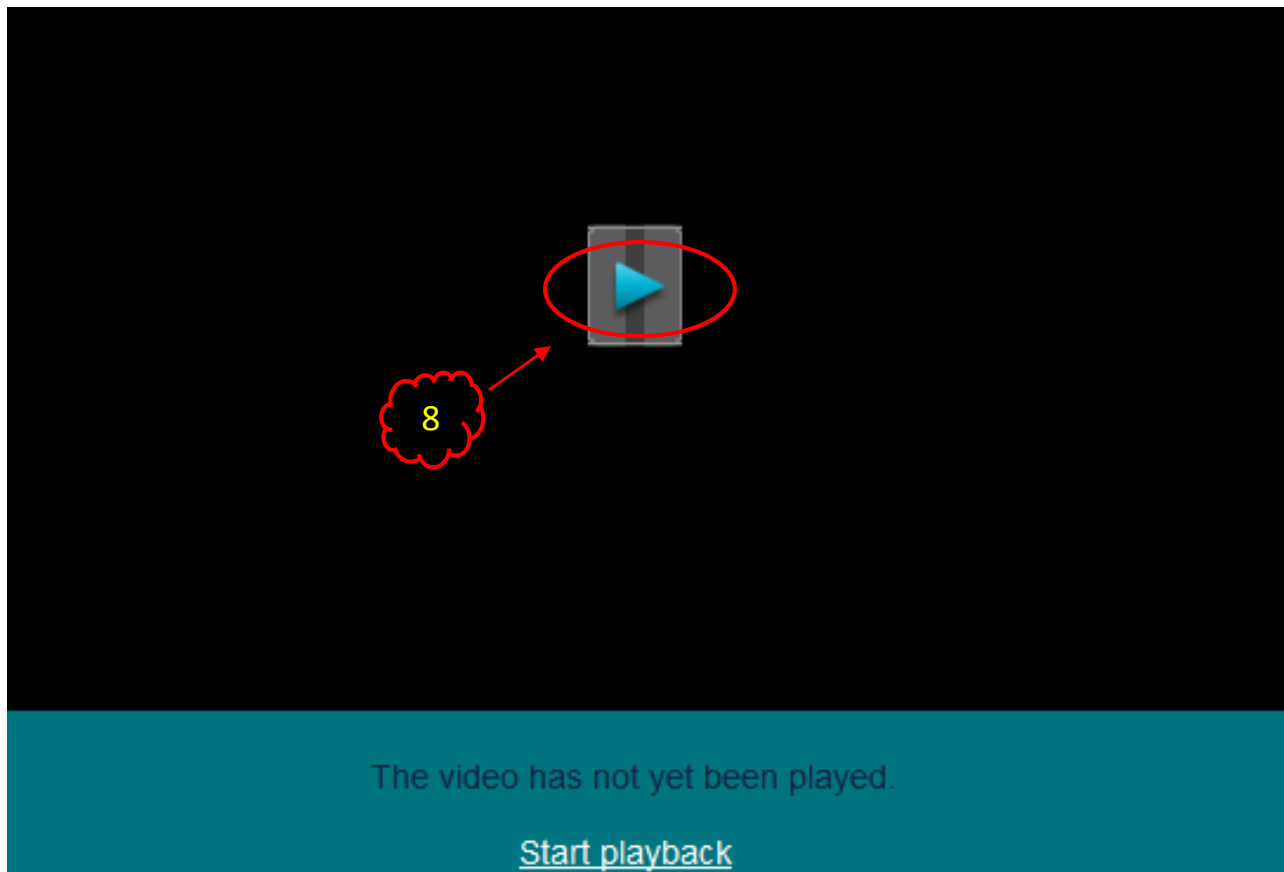
Course: 0% Complete

Sections

- Child Abuse & Neglect Reporting**
- Elderly & Disabled Abuse & Neglect Reporting
- When/Where to Report & Liability



8. On the next page, click on the **blue arrow** to begin watching the video.

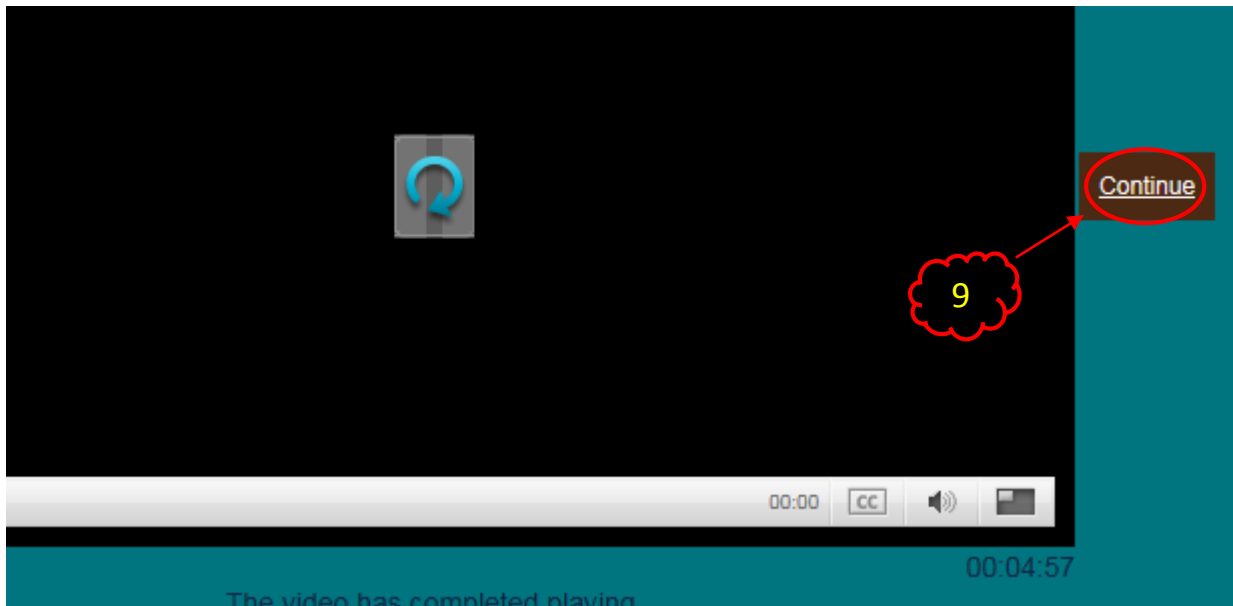


The video has not yet been played.

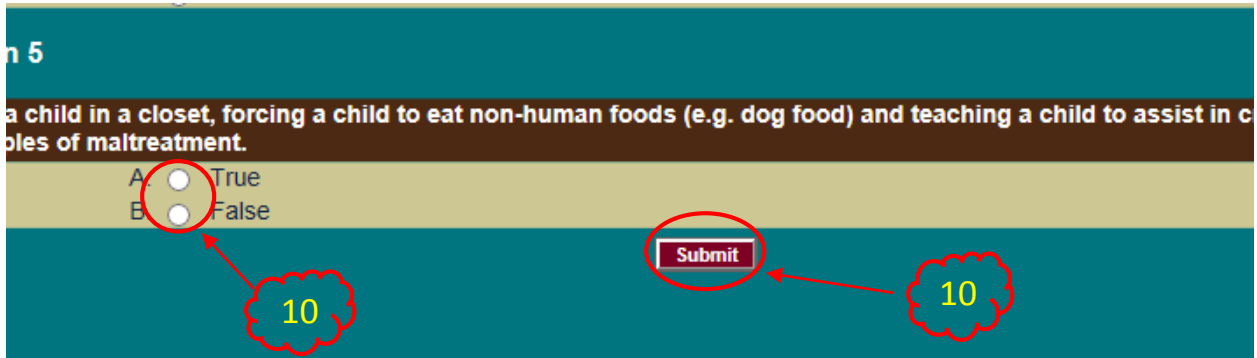
[Start playback](#)

Abuse & Neglect: Reporting Requirements

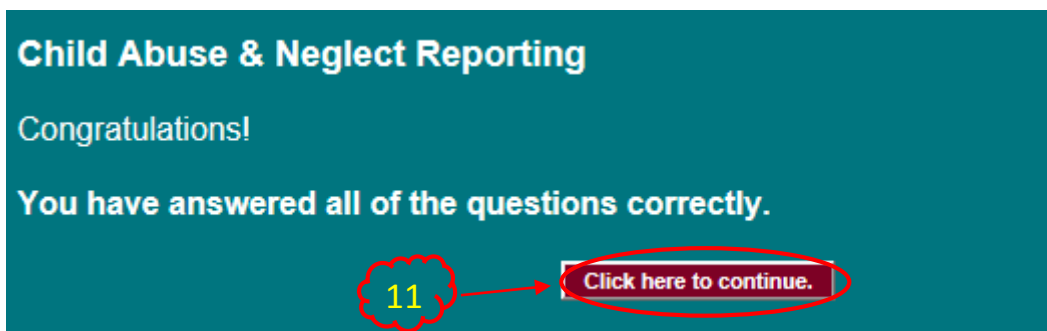
9. When the video is complete, click on **“Continue”**.



10. The next page is a 5 question quiz on the video you just viewed. Click on the bubble next to the most correct answer for each question. When finished answering all questions, click **“Submit”**.

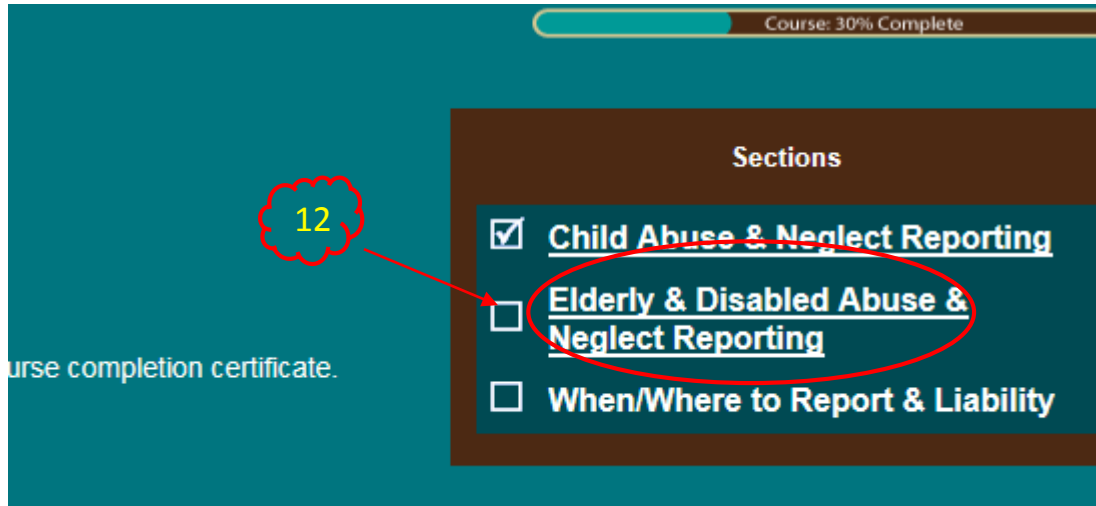


11. When you have answered all questions correctly, **“Click here to continue”**. You can retake the quiz as many times as necessary.



Abuse & Neglect: Reporting Requirements

- Continue to the next section of the training by clicking on the link for “**Elderly & Disabled Abuse & Neglect Reporting.**”

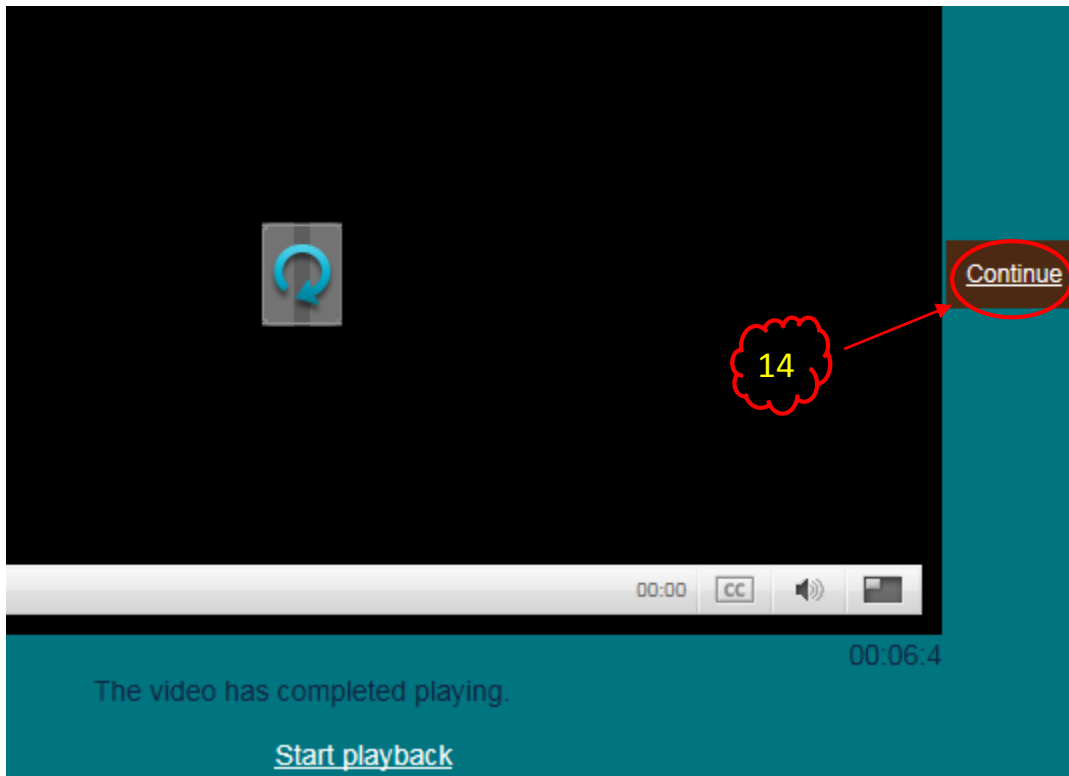


- Begin watching the video for this section by clicking on the **blue arrow**.

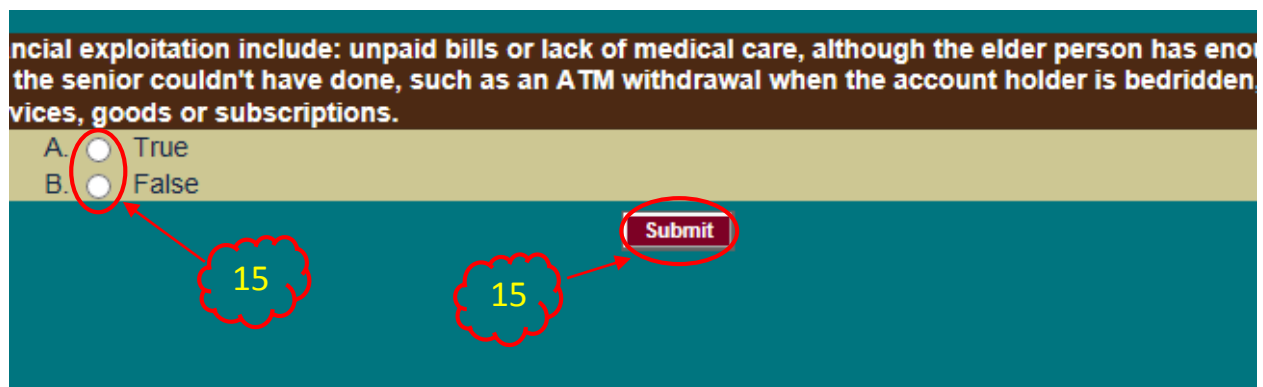


Abuse & Neglect: Reporting Requirements

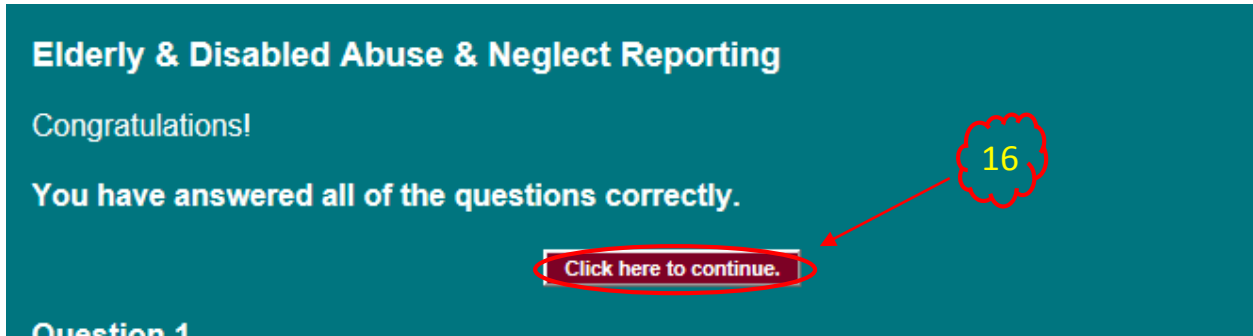
14. When the video is finished, click “Continue.”



15. The next page is a 5 question quiz on the video you just viewed. Click on the bubble next to the most correct answer for each question. When finished answering all questions, click “Submit.”



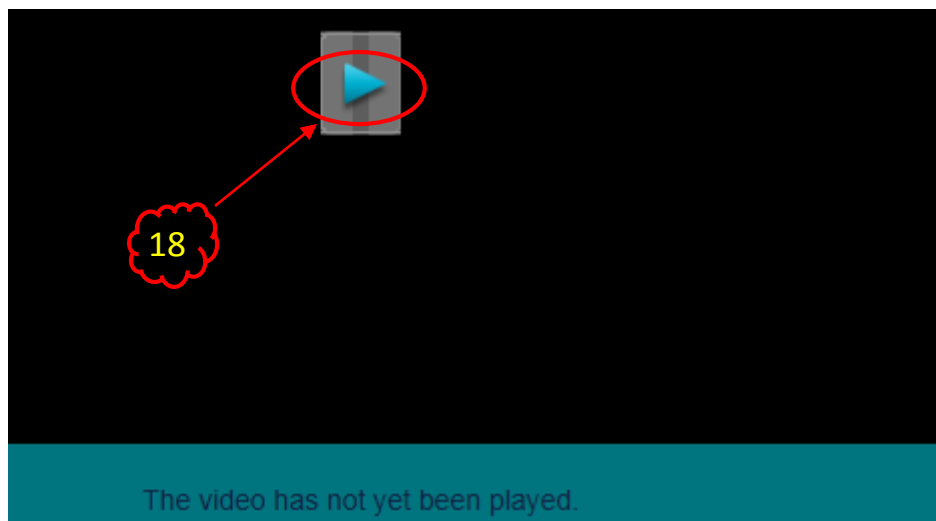
16. When you have finished answering all the questions correctly, “Click here to continue”.



17. Continue on to the last section by clicking on the link for “When/Where to Report Liability.”

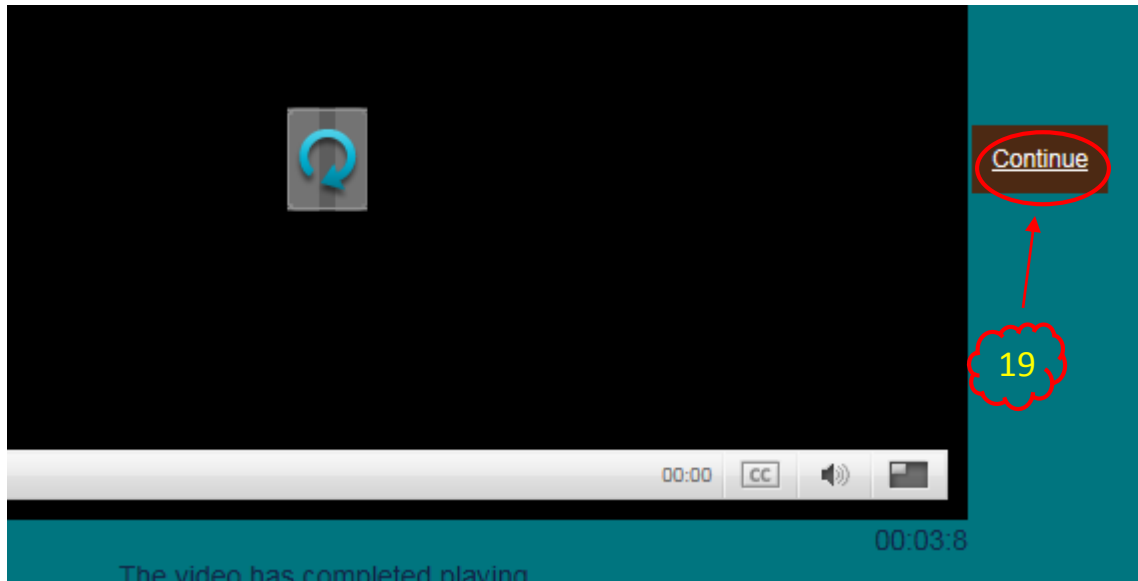


18. Click on the **blue arrow** to watch the video.

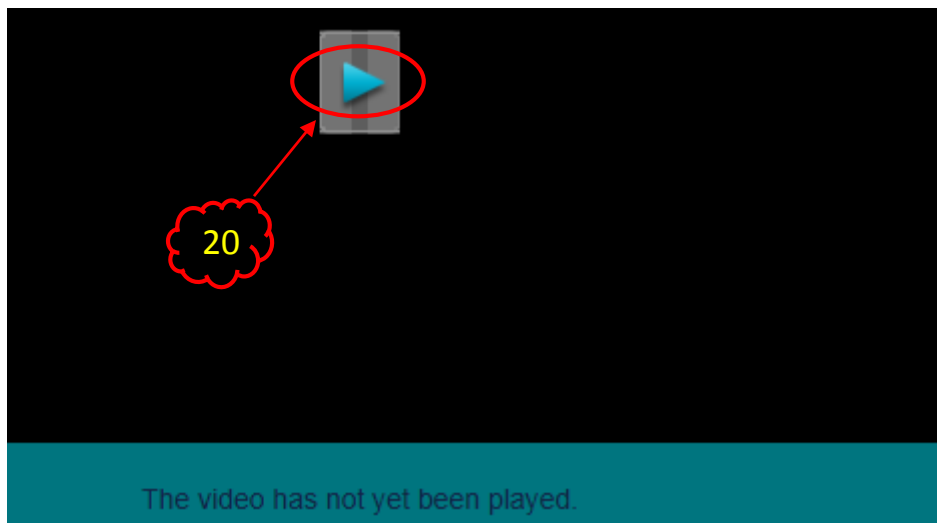


Abuse & Neglect: Reporting Requirements

19. When the video is finished, click **“Continue”**, which will take you to another video for viewing.

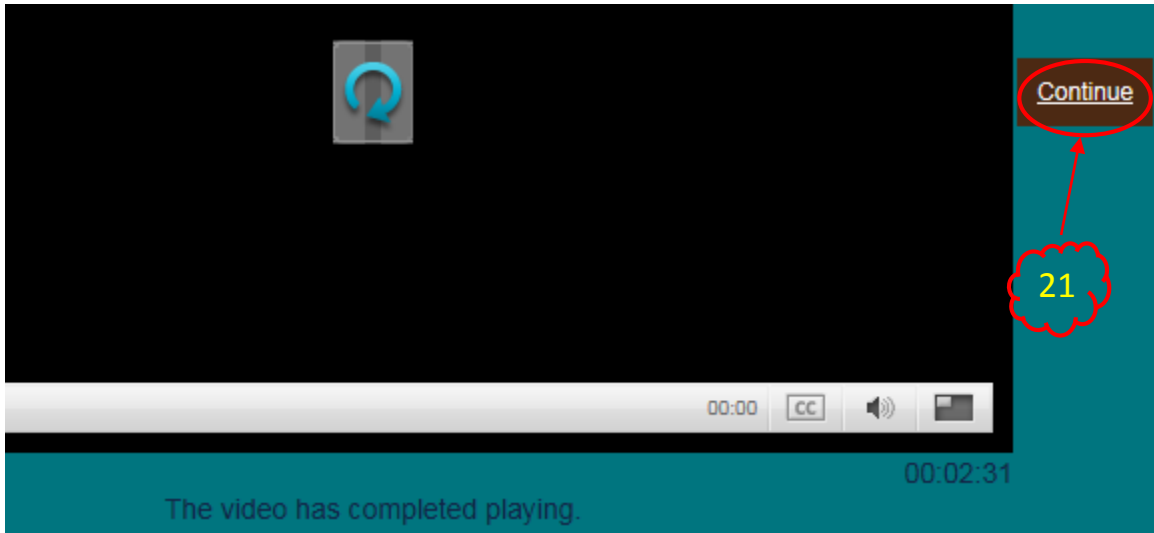


20. Click on the **blue arrow** to watch the second part of the video.

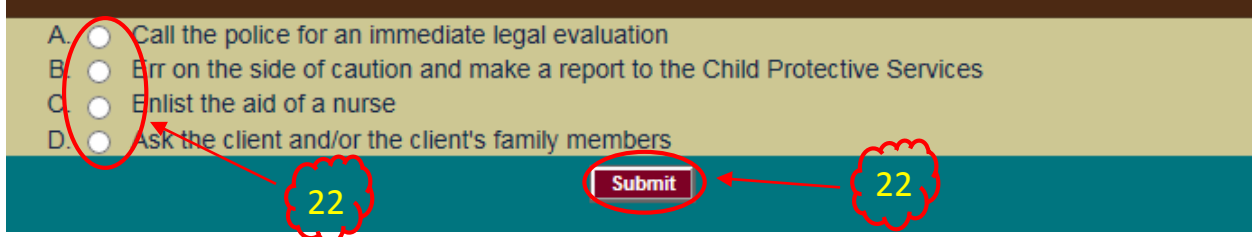


Abuse & Neglect: Reporting Requirements

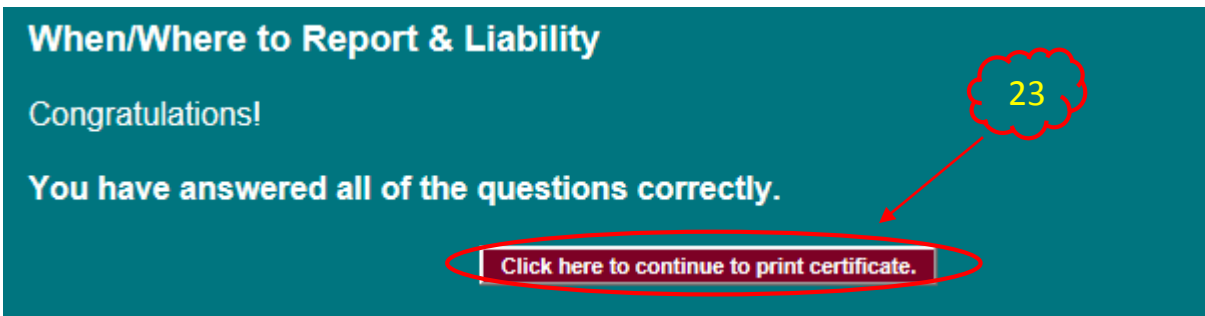
21. When this video is finished, click on **“Continue.”**



22. The next page is a 5 question quiz on the video you just viewed. Click on the bubble next to the most correct answer for each question. When finished answering all questions, click **“Submit.”**

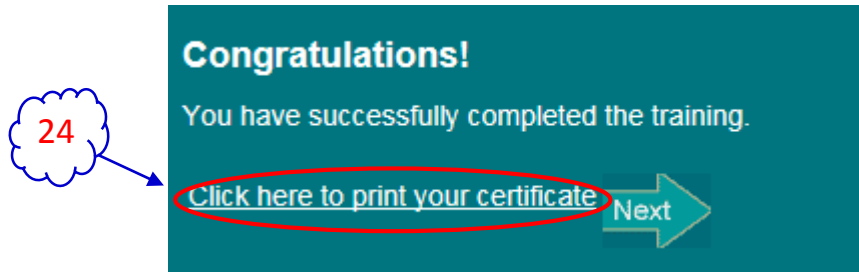


23. When you have finished answering all the questions correctly, **“Click here to continue to print certificate”**.

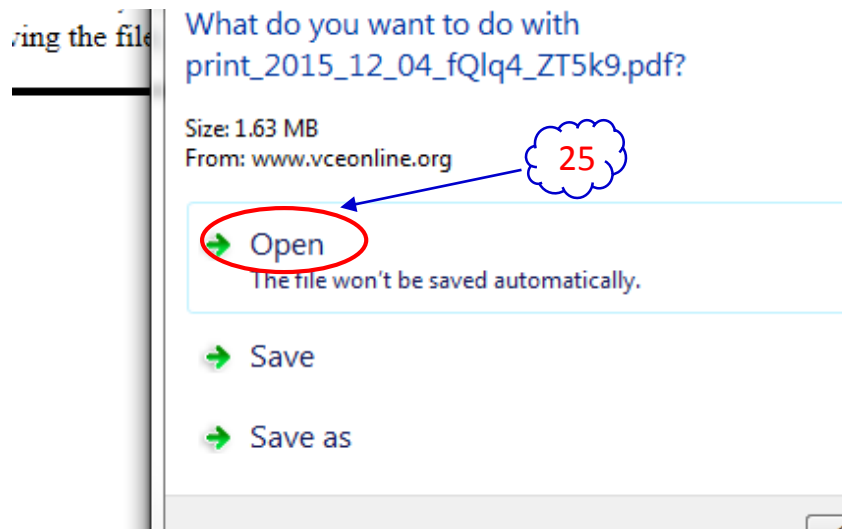


Abuse & Neglect: Reporting Requirements

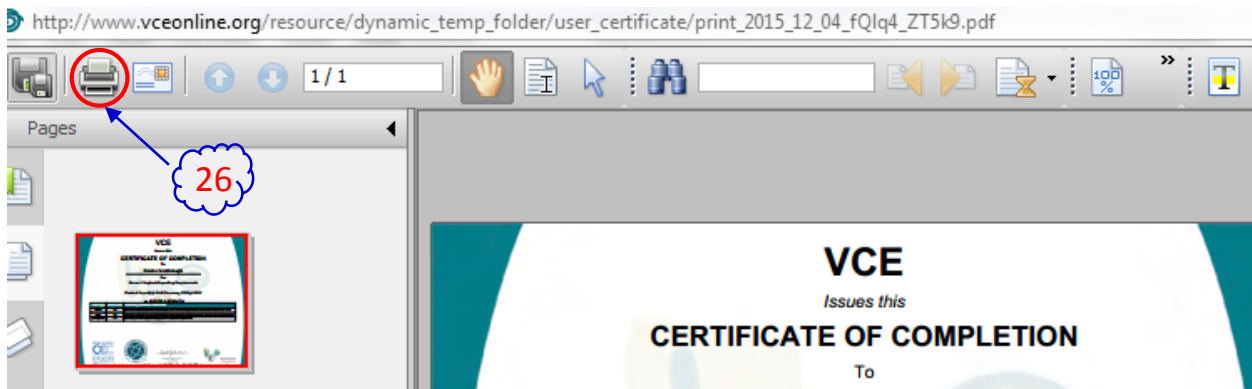
24. Now that you have finished all sections of this course, your training is complete. Click on the **Click here to print your certificate** hyperlink to continue to print your certificate.



25. Two windows may appear depending on which internet browser you are using. If you are using Internet Explorer, click "**Open**" in the second window to view your certificate.



26. Click on the **Print Icon** to print your certificate. Then, email your certificate to ExpertCare at training@expertcare.com to complete your training requirements.



Abuse & Neglect: Reporting Requirements

27. If you do not have an available printer, click on the **Save icon** and you can then email your certificate of completion to ExpertCare at training@expertcare.com .

