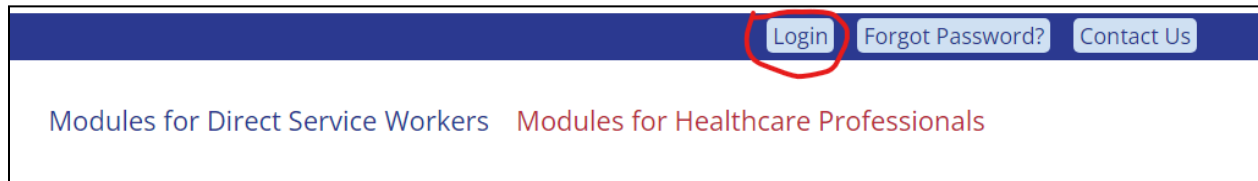


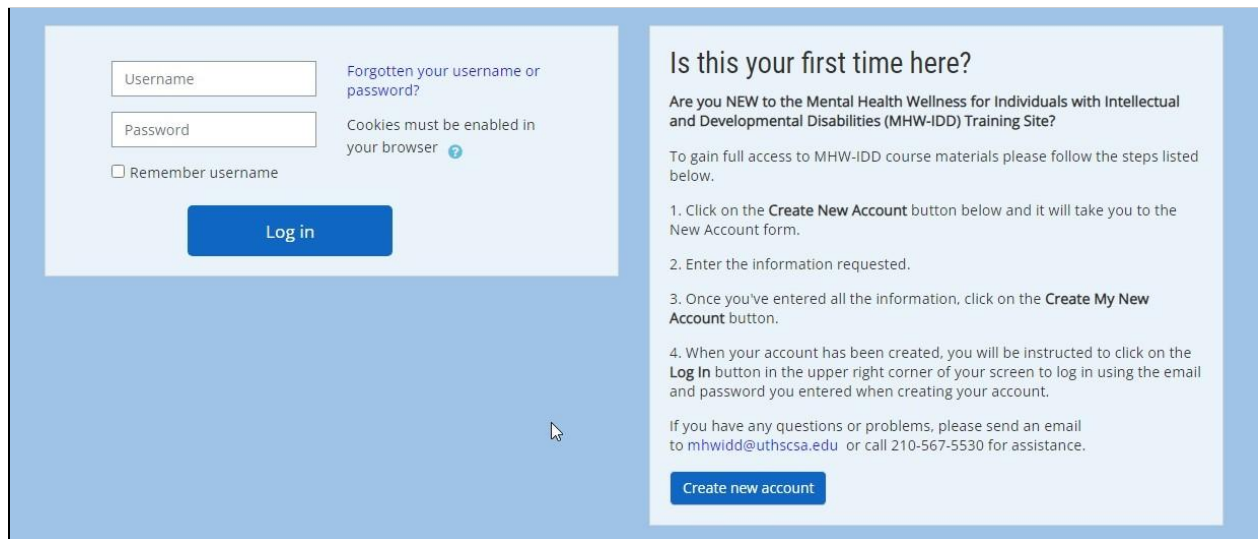
# MHW-IDD 3rd Party Site Instructions

The website for this training is <https://training.mhw-idd.uthscsa.edu/>

Once there, click "Login."



If you have taken the training before, login with the account you created previously. If you don't remember your password, click the "Forgot password?" link to reset it.<sup>1</sup>



<sup>1</sup> ASN does not have access to reset passwords for this site. If you've tried to reset it and still need assistance, please contact [mhwidd@uthscsa.edu](mailto:mhwidd@uthscsa.edu).

## Creating an account

If this is your first time, click "Create new account."

### MHW-IDD Specific Data Items

Agency Type !

Clinical License Type !

Please enter your highest degree !

Years of Experience !

If you are a professional nurse, please select your title

Please enter your zip or postal code. US residents only require 5 digits. !

Please select the population for which you provide services:

For which type of conditions do you provide services?

In addition to your personal info, the site asks some questions about your agency, licensure, and the individuals we support.

For Agency Type, choose "None of these apply to me."

Unless you happen to have one of the licenses listed, choose the same for Clinical Licensure Type.

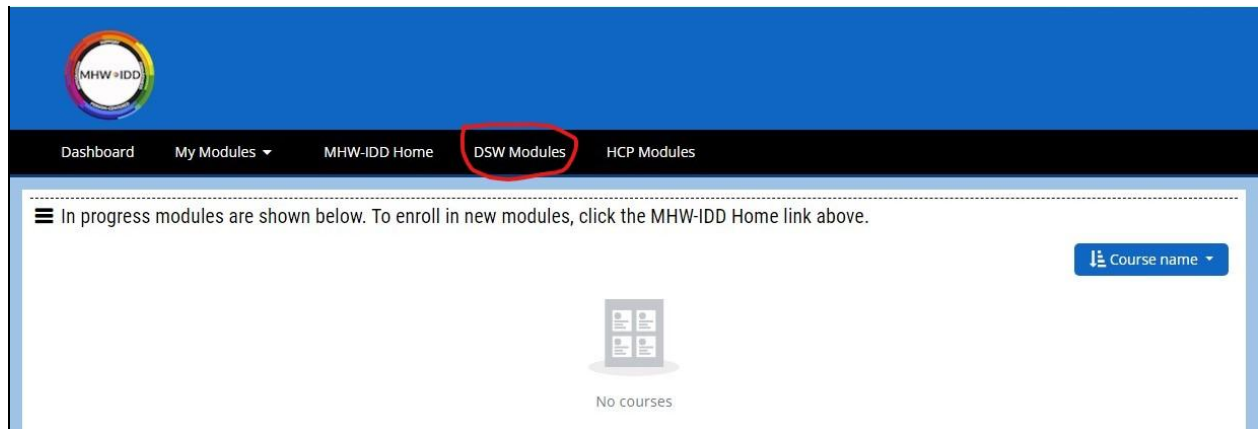
If you are not a nurse, set that field to "Not Applicable."

The questions about the population and conditions for which you provide services are not required and can be left blank.

Finally, click "Create my new account."

## Enrolling in the course

Once you've logged in, you will see a dashboard that either says "No courses" or shows your currently enrolled courses (if you think you're enrolled but don't see anything, also check the "My Modules" menu). If you're not enrolled in MHW-IDD, click on "DSW Modules" in the menu.



Find the course called "Direct Service Workers (DSW) Bundle (Modules 1-6)."

### Direct Service Workers (DSW) Bundle (Modules 1-6)

**This option is available so you may enroll for all 6 modules as a single course.**

Full descriptions of all modules included in the course are below.

This course provides 5 hours of Continuing Education Credits for the following licenses: Psychologist, Professional Counselor, Psychological Associate, Social Work, Marriage and Family Therapist, Chemical Dependency Counselor, Peer Specialist, Supported Employment Specialist and Certified Family Partner. Upon successful completion of all five modules in the course, you will earn a single certificate of completion and (if applicable) continuing education credit.

**If you are required to take a specific module (or modules) - please register for the individual module(s) below. This bundle option does not provide module specific certificates.**

[Login/Begin Course](#)

Click "Login/Begin Course."

On the next page, click “Enroll Me.”

### Module Description

▢ Direct Service Workers Bundle (Modules 1-6)

This option is available so you may enroll for all 6 modules at once.

This 6-module eLearning series was developed to educate Direct Service Workers (DSW) and others who provide support for individuals with IDD and co-occurring behavioral health conditions. This training explores challenging behavior in a new way and emphasizes the importance of supporting mental wellness in individuals with IDD.

Through this course you will learn to recognize the “whole person” and gain a better understanding of different factors influencing the way people with IDD think, feel, and behave. You will also learn how to positively impact their quality of life.

This training contains 6 modules and is estimated to take 4½ to 5 hours to complete. Each module is approximately 45 to 50 minutes in length. You may pause in the middle of a module and return to it later, or you may complete it in one sitting.

These modules were designed to be taken in the listed order to provide you with the best learning experience.

**The Trauma Informed Care module is required for new employees of Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICFs/IID) and related conditions.**

This course provides 5 hours of Continuing Education Credits for the following licenses: Psychologist, Professional Counselor, Psychological Associate, Social Work, Marriage and Family Therapist, Chemical Dependency Counselor, Peer Specialist, Supported Employment Specialist and Certified Family Partner. Upon successful completion of the course, you will earn a certificate of completion and (if applicable) continuing education credit.

If you are required to take a specific module you must print and/or save a certificate as proof of completion.

Click the “Enroll Now” button below to register for the training course.

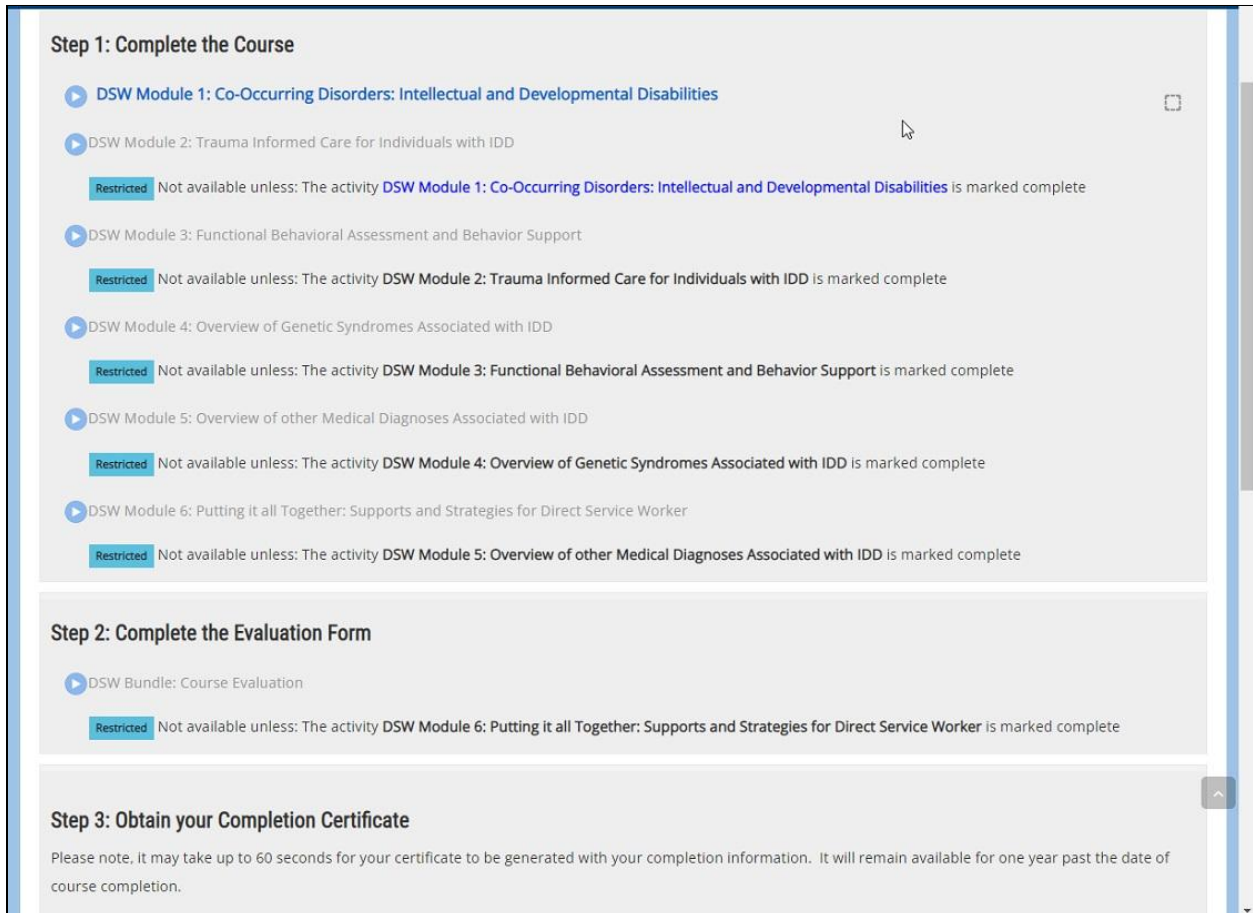
▾ Self enrollment (Student)

Please click the “Enroll me” button below to register for this course

[Enroll me](#)

## Completing the course

To complete the course, you will go through the modules in order. Follow the prompts to complete each module. You can leave and come back if needed. Once you're done, complete the evaluation form in order to unlock your certificate.



The screenshot displays a course completion interface with three main sections:

- Step 1: Complete the Course**
  - DSW Module 1: Co-Occurring Disorders: Intellectual and Developmental Disabilities (Active)
  - DSW Module 2: Trauma Informed Care for Individuals with IDD (Active)
  - Restricted Not available unless: The activity DSW Module 1: Co-Occurring Disorders: Intellectual and Developmental Disabilities is marked complete
  - DSW Module 3: Functional Behavioral Assessment and Behavior Support (Active)
  - Restricted Not available unless: The activity DSW Module 2: Trauma Informed Care for Individuals with IDD is marked complete
  - DSW Module 4: Overview of Genetic Syndromes Associated with IDD (Active)
  - Restricted Not available unless: The activity DSW Module 3: Functional Behavioral Assessment and Behavior Support is marked complete
  - DSW Module 5: Overview of other Medical Diagnoses Associated with IDD (Active)
  - Restricted Not available unless: The activity DSW Module 4: Overview of Genetic Syndromes Associated with IDD is marked complete
  - DSW Module 6: Putting it all Together: Supports and Strategies for Direct Service Worker (Active)
  - Restricted Not available unless: The activity DSW Module 5: Overview of other Medical Diagnoses Associated with IDD is marked complete
- Step 2: Complete the Evaluation Form**
  - DSW Bundle: Course Evaluation (Active)
  - Restricted Not available unless: The activity DSW Module 6: Putting it all Together: Supports and Strategies for Direct Service Worker is marked complete
- Step 3: Obtain your Completion Certificate**

Please note, it may take up to 60 seconds for your certificate to be generated with your completion information. It will remain available for one year past the date of course completion.

Finally, you will be able to download one certificate<sup>2</sup> for the full course. Please send this certificate to [asntraining@supports.org](mailto:asntraining@supports.org) to receive credit.

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<sup>2</sup> In rare cases, the certificate does not have a date on it. If that happens, please re-download it so that we can see the official completion date.