

## Initial CANS-NY 2.0 Certification Process

1 Navigate to [www.TCOMtraining.com](http://www.TCOMtraining.com)

2 Hover over 'Training' in the top toolbar and click on 'Curricula'

The screenshot shows the top navigation bar of the TCOM training website. The 'Training' menu is open, displaying several options: 'Courses', 'Bundles', 'Curricula', 'Events', and 'Credentialing Materials'. The 'Curricula' option is highlighted with a blue circle and a dashed border. Below the navigation bar, there is a search bar and a 'Categories' dropdown menu. The 'Categories' dropdown is currently set to 'General'. The page also displays the current time and location: '(GMT-05:00 SDT) Eastern Time, New York Ti'.

**i** Tip! Previously, you would hover over 'training' and click on 'bundles' to find your courses - this has changed and you will see nothing under the 'bundles' tab.

3 Click "CANS NY 2.0 Initial Certification"

Type: All Active

Sorting: Priority (Highest - Lowest)

**CANS NY 2.0 Initial Certification**

Upon completion of this curriculum, you will receive certifica...

By Lauren Mergen

3 | Oct 17, 2024

[More Info](#)

CANS NY 2.0 Recertification

4 Click "Enroll"

Home Me Training

Curriculum

**CANS NY 2.0 Initial Certification**

by Lauren Mergen 3 Courses

**Enroll**

About 3 Courses



Alert! You must attend a live CANS - NY 2.0 Introductory Training before being able to access the certification piece of the CANS-NY 2.0 Initial Certification process. If you have not done this, everything except for the 'CANS-NY 2.0 Introductory Training' will be greyed out. If you have completed the live training, please skip to step 14

5

If you have not attended a Vitrual CANS-NY 2.0 Introductory Training, please click on CANS-NY 2.0 Introductory Training.

Courses \* Mandatory Ord

### Live Training

Section progress:  0% | Time Spent: 0:00:00 | 1 Items

LIVE INTRO TRAINING

Required

#### CANS-NY 2.0 Introductory Training

This is the **CANS-NY 2.0** Introductory Training available as a live online learning experience. This training will require you to attend live session

[About](#) | [3 Steps](#) | [7 Course Supplemental Material](#)

Your progress:  0% | Time spent: 0:00:00 | ⌛ Pending



Alert! You will notice an 'Ok, got it' button notifying you that you must enroll in a live training date and you are not automatically enrolled. Please take note of this.

6 Click "OK, got it"

The screenshot shows a course registration interface. At the top, it says "next course" and "CANS NY 2.0 6 - 21 Initial" with a small icon of people. A yellow banner contains the text "nts. To reserve your spot, find the events you want and register" and a blue button labeled "OK, got it" which is circled in orange. Below the banner, there is text about an "online learning experience" and "aff in the HHSC program". At the bottom right, there is a grey box with the text "\* Mandatory Order". On the right side of the page, there is a vertical sidebar with the text "Show Me How..." and a back arrow icon.

7 Click "Pre-Training Quiz" and take the Pre-Training Quiz.

The screenshot shows a course page with a grey sidebar on the left. The main content area has a grey header with the text "some self-directed learning practice. Please register for the training week of your choice." Below this, it says "WHO SHOULD TAKE THIS COURSE? Care Managers and other staff in the HHSC program. Users of the CANS-NY in" and "WHO SHOULD TAKE THIS COURSE? These users will be able to...". There is a "Show More" link. Below that is a grey box with a document icon and the text "Domains:". The main content area has a green vertical bar on the left. Below the "Domains:" box, there are two items: "Quiz 1 Pre-Training Quiz" with a green icon of a document and pencil, and "Live Session 1 CANS-NY 2.0 Intro Training - Webinar Series" with a green icon of a person at a computer. The "Pre-Training Quiz" item has a description "This is a pre-training quiz to test your knowledge." and a list of bullet points: "10 Questions" and "Try and Learn". The "Live Session 1" item has a description "This webinar series will feature multiple parts. Please look carefully at the dates/times ar".

8

Once you have completed the pre-training quiz, click "CANS-NY 2.0 Intro Training - Webinar Series" to register for a live training date.

The screenshot shows a course page with three main sections. The first section is titled "Quiz 1 Pre-Training Quiz" and includes a green icon of a document with a pencil. Below the title, it says "This is a pre-training quiz to test your knowledge." and lists: "10 Questions", "Try and Learn", and "Best Score: 10/10 (100% - Passed) on Nov 19, 2024". The second section is titled "Live Session 1" and includes a green icon of a person on a screen. Below the title, it says "CANS-NY 2.0 Intro Training - Webinar Series" (with an orange circle around the text), "This webinar series will feature multiple parts. Please look carefully at the dates/times and verify that you can attend all sessions.", and "If you need help at any point, please contact us via help@cansnyinstitute.org". The third section is titled "Quiz 2 Post-Training Quiz" and includes a green icon of a document with a pencil. Below the title, it says "This is a post-training quiz to test your knowledge.".

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Click "Register" next to the date you would like to attend.

The screenshot shows a registration page. At the top, it says "This webinar series will feature multiple parts. Please look carefully at the dates/times and verify that you can attend all sessions. If you need help at any point, please contact us via help@cansnyinstitute.org". Below this is a search bar with "Sort By: Date A-Z" and "Show events with available seats only: ". To the right of the search bar is a search input field with "Type to search". Below the search bar is a list of two webinar sessions. The first session is titled "CANS-NY 2.0 Intro Training - Webinar Series" and has a date range of "Nov 19, 2024 12:30 PM - Nov 20, 2024 04:00 PM" and "2 seats left". Below the date range is the text "Would you like to attend this class?" followed by a green "Register" button (with an orange circle around it). The second session is titled "CANS-NY 2.0 Intro Training - Webinar Series" and has a date range of "Dec 3, 2024 09:00 AM - Dec 4, 2024 12:30 PM" and "27 seats left". Below the date range is the text "Would you like to attend this class?" followed by a green "Register" button.



Tip! You will notice that next to each offering, it will let you know how many seats are available in the training.



Alert! You can only register for one training date at a time so if you are unable to attend and would like to select a new training date, please click on the training date you are registered for and unregister. You can then register for a different date.

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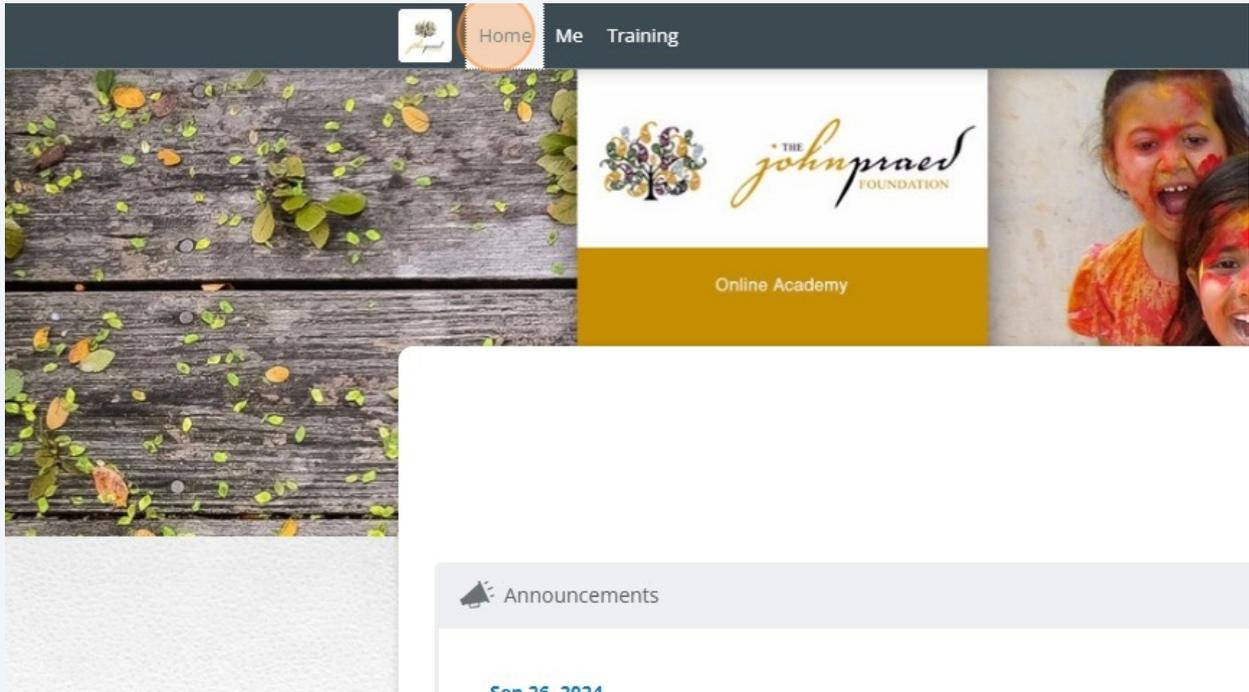
Click the offering of the training date you have registered for to see the details including the Zoom links for the training.

The screenshot displays a registration interface for a webinar series. At the top, there is a 'Description' section with the text: 'This webinar series will feature multiple parts. Please look carefully at the dates/times and verify that you can attend. If you need help at any point, please contact us via help@cansnyinstitute.org'. Below the description is a filter bar with 'Sort By: Date A-Z' and a checkbox for 'Show events with available seats only:'. The main content area lists two event offerings. The first offering, 'CANS-NY 2.0 Intro Training - Webinar Series', is highlighted with a blue border and an orange circle around the title. It shows dates 'Nov 19, 2024 12:30 PM - Nov 20, 2024 04:00 PM' and '1 seat left'. Below this offering, it states 'You are registered for this event' with a dark 'Unregister' button. The second offering, also titled 'CANS-NY 2.0 Intro Training - Webinar Series', shows dates 'Dec 3, 2024 09:00 AM - Dec 4, 2024 12:30 PM' and '27 seats left'. Below the second offering, it says 'This event is not available'.

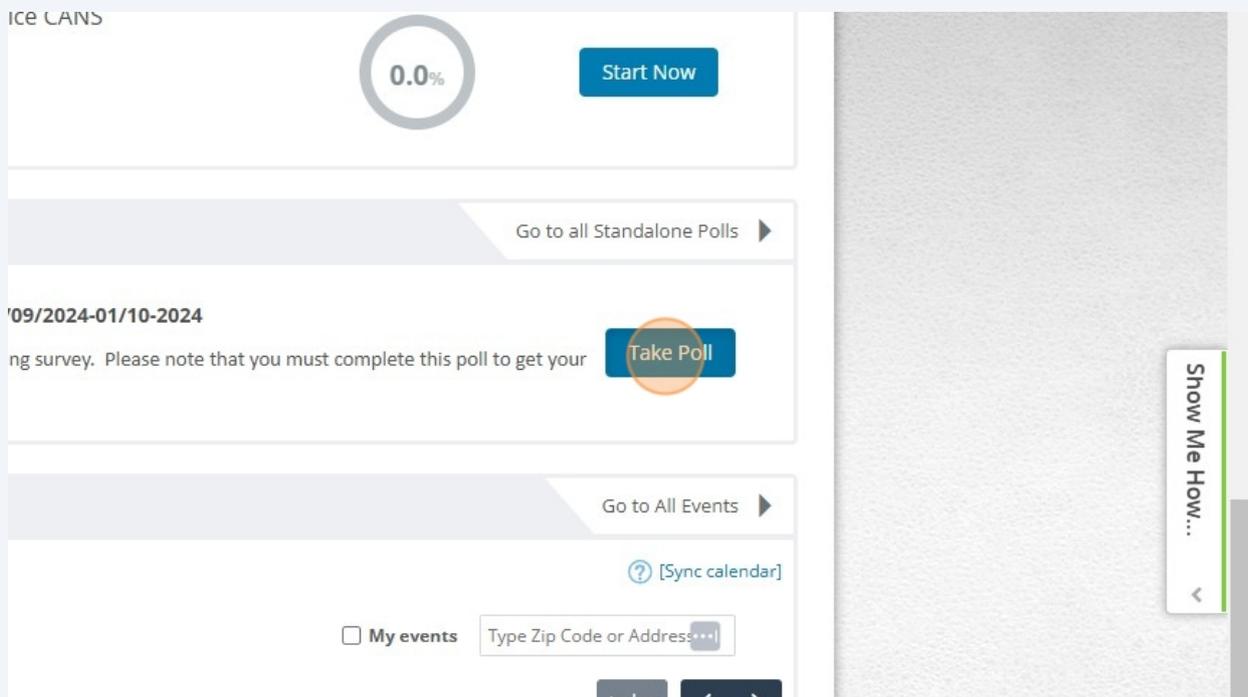


Alert! Make sure you complete the post-training survey. If you do not do this, you will not get credit for attending the training. A link to the survey will be emailed to you from no-reply@schoox.com.

11 If you cannot find this email, click "Home" on the top toolbar



12 Scroll down and click on Click "Take Poll"





Tip! To navigate back to the Curricula to complete the live training requirement, look at steps 2 - 5

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You will now be able to take the Post-Training quiz by clicking on "Post-Training Quiz"



Live Session 1

CANS-NY 2.0 Intro Training - Webinar Series

This webinar series will feature multiple parts. Please look carefully at the dates/times and we can attend all sessions.

If you need help at any point, please contact us via [help@cansnyinstitute.org](mailto:help@cansnyinstitute.org)



Quiz 2

Post-Training Quiz

This is a post-training quiz to test your knowledge.

- 10 Questions
- Try and Learn

14

Once the live training component is completed, you can click "next course" to get started on the next part of the Initial CANS - NY 2.0 Certification process.



Tip! You can also click on 'back to curriculum' to see an overview of the next steps in the process

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Proceed through the remaining steps in the curriculum. Once all have been completed, your certification verification will be sent to UAS.