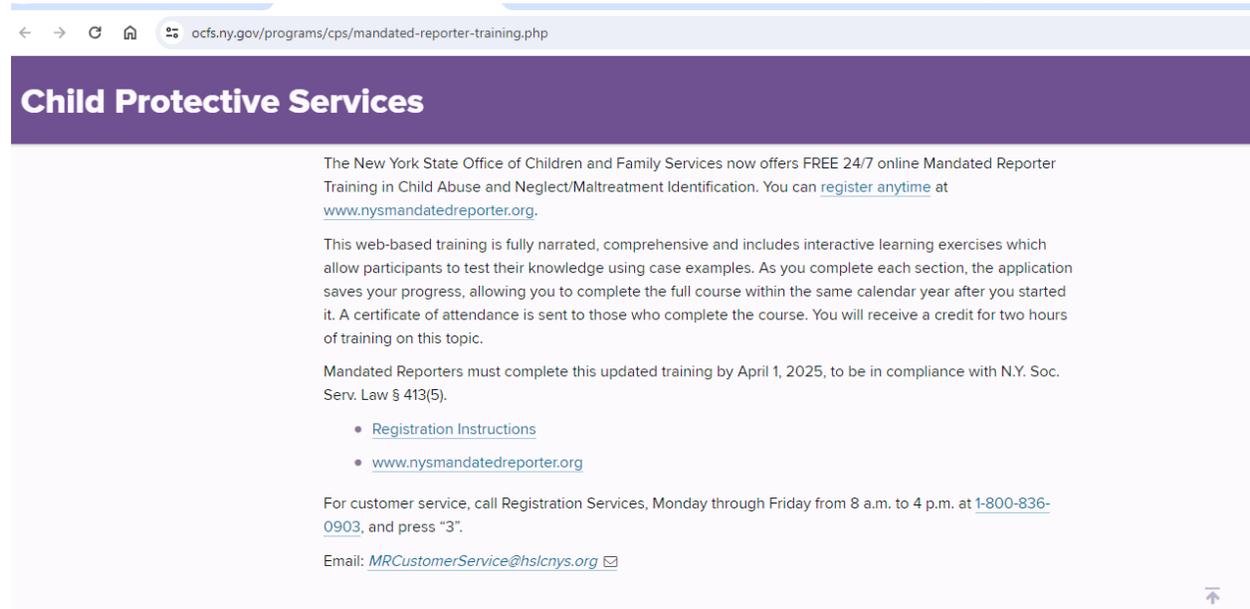


Mandated Reporter Training



The screenshot shows a web browser window with the URL ocfs.ny.gov/programs/cps/mandated-reporter-training.php. The page title is "Child Protective Services". The main content area contains the following text:

The New York State Office of Children and Family Services now offers FREE 24/7 online Mandated Reporter Training in Child Abuse and Neglect/Maltreatment Identification. You can [register anytime](#) at www.nysmandatedreporter.org.

This web-based training is fully narrated, comprehensive and includes interactive learning exercises which allow participants to test their knowledge using case examples. As you complete each section, the application saves your progress, allowing you to complete the full course within the same calendar year after you started it. A certificate of attendance is sent to those who complete the course. You will receive a credit for two hours of training on this topic.

Mandated Reporters must complete this updated training by April 1, 2025, to be in compliance with N.Y. Soc. Serv. Law § 413(5).

- [Registration Instructions](#)
- www.nysmandatedreporter.org

For customer service, call Registration Services, Monday through Friday from 8 a.m. to 4 p.m. at [1-800-836-0903](tel:1-800-836-0903), and press "3".

Email: MRCustomerService@hslcnys.org 

In the bottom right corner of the page, there is a small green upward-pointing arrow icon.

Go to: <https://www.hslcnys.org/hslc/>

In the top, right corner will be a green button to CREATE AN ACCOUNT



Mandated Reporters Training Certificates NYS Laws FAQs Resources Help Tip Sheet

Home > Registration Instructions

Self-Directed Online Training Registration Instructions

Registration for the online mandated reporter class is through the [Human Services Learning Center](#) (HSLC). You will need a [HSLC](#) account to register and to view the online mandated reporter class. **NOTE:** Trainees are required to take the Participant Reaction Questionnaire after completing the online training.

You do NOT have a [HSLC](#) account:
[Registration Instructions for New HSLC User](#)

You already have a [HSLC](#) account:
[Registration Instructions for Existing HSLC User](#)

EN ESPAÑOL

NOTE:

If you do not know if you already have a [HSLC](#) account or not, follow steps 1 to 4 in the registration instructions for a new [HSLC](#) user. The system will inform you if you already have an account on the Register for [HSLC](#) page. Each [HSLC](#) account requires a unique email address. Local District, NYC HRA, ACS and voluntary agency staff should contact their designated [HSLC](#) training coordinator to register for the MR training.

Register for HSLC (*) Required

⚠ If you are a Foster Parent do not create your account here, but rather contact your agency to create an account for you. Otherwise you will not be able to register for any Foster Parent classes.

First Name: *

Middle Initial:

Last Name: *

Email: *

Phone: *

Job Title:

Agency Information:

⚠ If you are not affiliated with an Agency please enter 'none' for Agency, Agency Address and City. Then enter 00000 for Zip.

Agency: *

Agency Address: *

City: *

State: *

Zip: *

Are you requesting this account to take Self-Directed Mandated Reporter Training?

Yes: No:

Select Discipline:

In Spanish: Yes: No:

(Spanish version not accepted for NYSED requirement)

If you don't get confirmation quickly: Check your FortMail1/spamquarantine for your registration confirmation email and the following emails with your password.

HSLC Registration External Inbox x



HSLCSupport@hslcnys.org

to me ▾

Thank you for registering for HSLC.

Please click [here](#) in order to validate this email.

**For issues for Mandated Reporter trainees only, please contact the Mandated Reporter help desk at 1 (800) 836-0903 or email at MRCustomerService@hslcnys.org



HSLCSupport@hslcnys.org

to me ▾

Registration for HSLC was successful.

Your Email Address is christine.starks@lscsd.org

Your temporary password is : ██████████

Upon [logging in](#), you will be required to create a new password in order to continue.

[← Reply](#) [→ Forward](#)



Welcome Christine Starks

[Go To My Trainings](#)

[Go To My Training History](#)

New Look has Arrived (01/31/2023 01:15:00 PM)

HSLC has been redesigned to utilize different screen sizes as well as mobile devices.

1 (of 5)

Latest Courses Added to HSLC

Search Courses:



There were no records found for the search criteria above.

Registered Classes

Mandated Reporter Web-Based On-Line

CUNY School of Professional Studies

01/01/2024 - 12/31/2024

Confirmed

Favorites

You have no current saved favorites.

Wait List

You have no current courses saved to your wait list.



Christine Starks - MR Agency - Education

Total Registered: 1

Current Registration:

01/01/2024 **Mandated Reporter Web-Based On-Line**

12/31/2024

[View Course Detail](#)

[Contact Provider](#)

Click on the course name to begin.

Total Registered: 1

01/01/2024 **Mandated Reporter Web-Based On-Line**

12/31/2024

[View Course Detail](#)

Confirmed HSLC Web based

↓ Mandated Reporter Web-Based On-Line

📅 01/01/2024 -- 12/31/2024

Evaluation Level 2 Pre

Content	Launch	Type
Mandated Reporter (MR)		WBT

Evaluation Level 1

Evaluation Level 2 Post

You will need to take a pre-test.

Confirmed HSLC Web based

✕

↓ Mandated Reporter Web-Based On-Line

01/01/2024 – 12/31/2024

Pre-test: Mandated Reporter 2023 ✓

Content	Launch	Type
Mandated Reporter (MR)		WBT

After the pre-test; you can launch the course.

MENU

Mandated Reporter Online Training

©NYSOCFS 2022 TRANSCRIPT RESOURCE

- Module One
 - OCFS Intro ✓
 - About
 - Introduction
 - Purpose
 - Objectives
 - Background, Part 1
 - Background, Part 2
 - Shared Mission, Part 1
 - Shared Mission, Part 2
 - Shared Mission, Part 3
 - Resources
- Module Two
 - Trauma and Aces
 - What is Trauma?
 - ACEs Overview
 - Physical Responses to Trauma, Part 1
 - Trauma Behaviors, Part 1
 - Trauma Behaviors, Part 2
 - Trauma-Informed Practice, Part 1



Office of Children and Family Services

Mandated Reporter Training

ABOUT THIS TRAINING...



TIME

The average time it takes to complete this training is about 2+ hours. Your time commitment will vary depending on whether you enter or exit the program, the pace at which you read, etc.



COURSE PROGRESS

You do not have to complete this training in one sitting. You can enter and exit the training at any time, and the system will save your progress. When you return, you will be prompted to resume where you left off.



COURSE COMPLETION

In order to complete this course, you must review all the content and complete the course interactions or embedded knowledge checks. You will receive notice once the course is complete.



HELP

Help navigating this course is available at any time by clicking 'Help' in the upper right corner of this screen. If you need additional assistance, please email MRCustomerService@hslcnys.org.

You do need to click to advance each slide; they do not advance automatically. Each Module has a quiz and there is one module with activities in which you need to choose words from text; to do this you need to click words and not try to drag or highlight.

You must take the post test AND complete the feedback form to receive certification.



Summary

Post-Training Email

- Email sent **AFTER** completing Evaluation and Post-test
- Email contains Certificate of Attendance and information on how to have course completion sent to the NYS Education Department
- Instructions for completing Evaluation and Post-test follow this screen
- Save this email and certificate for your records
- Print a copy of certificate from HSLC training history
- Resend certificate to yourself:
 - Go to <http://nysmandatedreporter.org>
 - Select *“How Do I...”*
 - Select *“Request Certificate of Attendance”*
 - Enter email used to take training





Summary

1 Content Launch Type
Mandated Reporter (MR) [icon] WBT
Evaluation Level 1 ←
Evaluation Level 2 Post

2 Evaluation Level 1
13. If you experienced any technical problems, please describe.
Submit Questionnaire ←

3 Participant Reaction Questionnaire ✓
Evaluation Level 2 Post ←

4 Evaluation Level 2 Post
13. Are you a Mandated Reporter?
 A. Yes
 B. No
Submit Test ←

Choose the Post Test

Complete the feedback form: Evaluation Level 1

01/01/2024

Mandated Reporter Web-Based On-Line

12/31/2024

 [View Course Detail](#)

Attended

HSLC Web based



↓ Mandated Reporter Web-Based On-Line

 01/01/2024 -- 12/31/2024



Pre-test: Mandated Reporter 2023 ✓

Content	Launch	Type
Mandated Reporter (MR) ✓		WBT

Participant Reaction Questionnaire ✓

Post-test: Mandated Reporter 2023 ✓

Check your email and follow the directions for #2!

Mandated Reporter Certificate of Completion External Inbox x

 HSLCRequests@hslcnys.org
to me ▾

You have successfully completed the Mandated Reporter Online Training.

- Your **Certificate of Completion** is attached to this email.
- Click on the "Certificate of Completion.pdf" listed in the attachments.
- Print your **Certificate of Completion**.
- Save this email for your records.

IMPORTANT Notice For:

Those participants who require documentation sent to the New York State Education Department to obtain or maintain their Professional License.

FOLLOW these instructions:

1. Do **NOT** send the general certificate attached to this email.
Your attached certificate is NOT acceptable documentation for licensing or credentialing purposes and will be rejected by the NYSED if submitted.

2. CLICK on link below and COMPLETE the onscreen form.
You need to use this link if you want to initiate the electronic submission of your Mandated Reporter training record to the NYSED. Otherwise, your record will not be sent to the NYSED.

<https://www.nysmandatedreporter.org/MRNYSEDCertification>

Special NOTE: Child Care providers are NOT required to complete this action.

This email has been automatically sent to you. Do NOT respond, it is not monitored.

One attachment • Scanned by Gmail 



Mandated Reporter Certification of Completion Request

Registrant Training History and Personal Information

You completed the following Mandated Reporter training(s):

Mandated Reporter Trainings You Completed		
Trainee	Training	Training Start
Christine Starks	Mandated Reporter Web-Based On-Line	01/01/24

PERSONAL INFORMATION

Fields marked ◆ require an entry.

Profession ◆

[Select Profession] ▼

Date of Birth ◆

Jan ▼ / /

License Number (Max length 6 chars.)

License State ◆

[Select State] ▼

Country ◆

Select Country ▼

License number is not required.



MANDATED REPORTER RESOURCE CENTER

[Home](#)

Mandated Reporter Certification of Completion Request

E-MAIL ADDRESS

Fields marked * require an entry.

Enter the e-mail address you used to register for Mandated Reporter Training.

E-mail *



Office of Children and Family Services

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New York State Office of Children and Family Services

[Home](#)



MANDATED REPORTER RESOURCE CENTER

[Home](#)

Mandated Reporter Certification of Completion Request

The electronic submission of your training record to NYSED has been completed.

Please note: it may take up to 30 days for your training record to be transferred.

Thank you.



Office of Children and Family Services

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New York State Office of Children and Family Services

[Home](#)

You will need to check your TEACH account; keep a copy of your certificate for your records.

Select information you want to view

i To view more than one category, press CTRL while clicking each category you want to

- Education
- Work Experience
- Certificates
- Correspondence
- Contact History
- Fingerprinting
- Test Scores
- Workshops**
- Superintendent Statements
- College Recommendations
- Retirement

Subn

Workshops

Workshops

Show entries

Workshop	Date c
Child Abuse Identification	05
School Violence Intervention And Prevention	05

Showing 1 to 2 of 2 entries

This is not yet showing the updated Child Abuse Course; these are pervious courses and where new ones should be added.