

Instructions for Mandated Reporters Training Access

Mandated Reporters: Critical Links in Protecting Children in Georgia

This free online course is offered by the State of Georgia and available through Pro Solutions Training. In this one-hour course Authorized Adults will learn how to better recognize the indicators of abuse and neglect; identify the groups of children that may be at a higher risk of being abused or neglected.; and understand your role in responsible reporting as mandated by law in the State of Georgia.

1. Create a Pro Solutions Training account:

1.1. Provide the required information to create an account:

<https://www.prosolutionstraining.com/registration/>

Note: Your email address will be your username whenever you return to the site, and we will use it to contact you, if necessary.

1.2. Log in to Pro Solutions Training at: <https://www.prosolutionstraining.com/login/>

2. Add the course to your Pro Solutions Training account:

2.1. Select Courses at the top right of screen

2.2. Select Human Services, Human Services Course Catalog from the pop-up menu

2.3. Select Child Abuse and Neglect category from the left menu

2.4. Select Order Now on the far right of the **Mandated Reporters: Critical Links in Protecting Children in Georgia** course

2.5. Scroll Order Now on the next screen

2.6. Select Purchase Now (*course is free*)

3. Start the Pro Solutions Training online course:

3.1. Select My Account on the upper right corner to refresh your list of purchased courses

3.2. Select the Mandated Reporters: Critical Links in Protecting Children in Georgia listed under Courses in Progress, Title to start the course

4. Print a Certificate of Completion for the course:

4.1. Select My Account on the upper right corner to refresh the status of Courses in Progress

4.2. Select Print Certificate under Status for the Mandated Reporters: Critical Links in Protecting Children in Georgia course

4.3. Provide a copy of the Certificate of Completion to the KSU Sponsor for the program each fiscal year