

## How to access a course on CDC TRAIN

**Note:** If you already have an existing TRAIN account (from any affiliate) log in and skip down Step 3.

### Step 1: Create CDC Train Account

- Go to <https://www.train.org/cdctrain/>
- Select the **Create an Account** link and follow the prompts to create an account
- Create login name
  - Letters and numbers only
  - Minimum of four characters
- Create Password
  - Must contain at least six characters with at least one capital letter and one number
- Enter your work email address
- Enter your first and last name
- Select your time zone
- Enter your work zip/postal code
- Read and agree to all of CDC TRAIN policies
- Select the **Next Step** button
- You will be prompted to select a more detailed group selection for CDC TRAIN. Select a Community of Practice/Group that aligns with your job role or work setting. Select **Continue**
- Confirm your selection by selecting the green button to confirm. *If you are in a TRAIN state, you may be asked to select a group for the state.*
- Make the best selection from the given choices and then select the **Confirm** button
- Once the selections is confirmed, select the blue **Finish Creating Account** button

Welcome to CDC TRAIN

CDC TRAIN is a gateway into the [TRAIN Learning Network](#), the most comprehensive catalog of public health training opportunities. TRAIN is a free service for learners from the Public Health Foundation.

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Forgot Your Login Name / Password?

Login

Keep me logged in

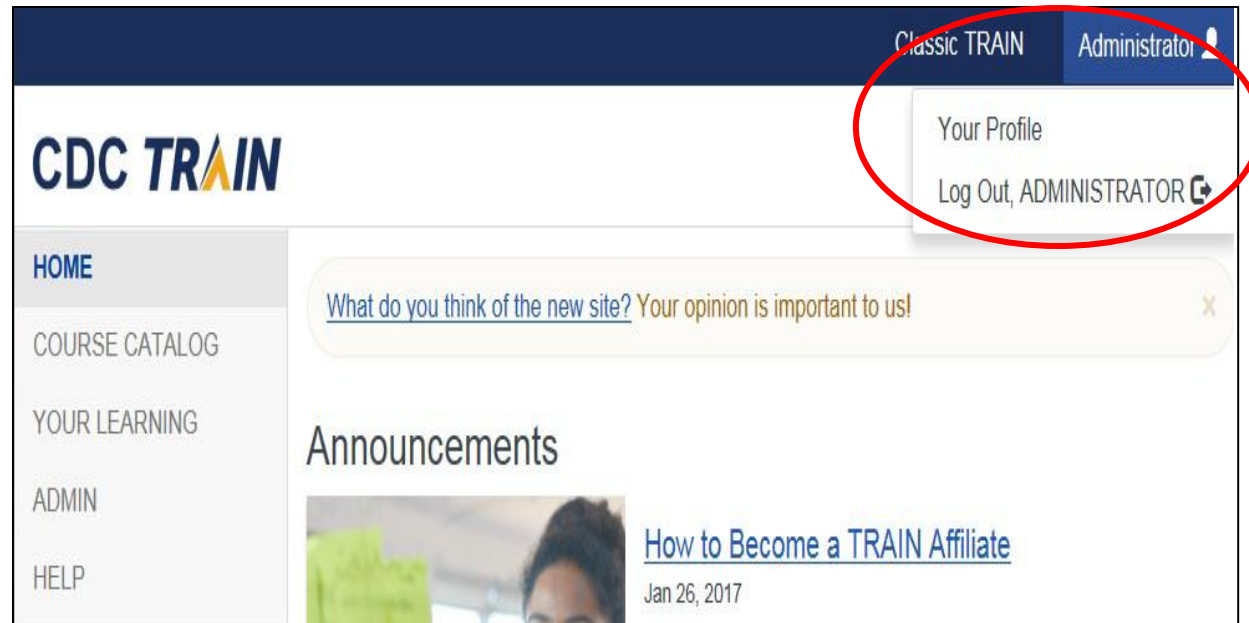
[Create an Account](#)

CDC TRAIN provides access to more than 1,000 courses developed by the Centers for Disease Control and Prevention (CDC) programs, grantees, and other funded

## Step 2: Complete User Profile

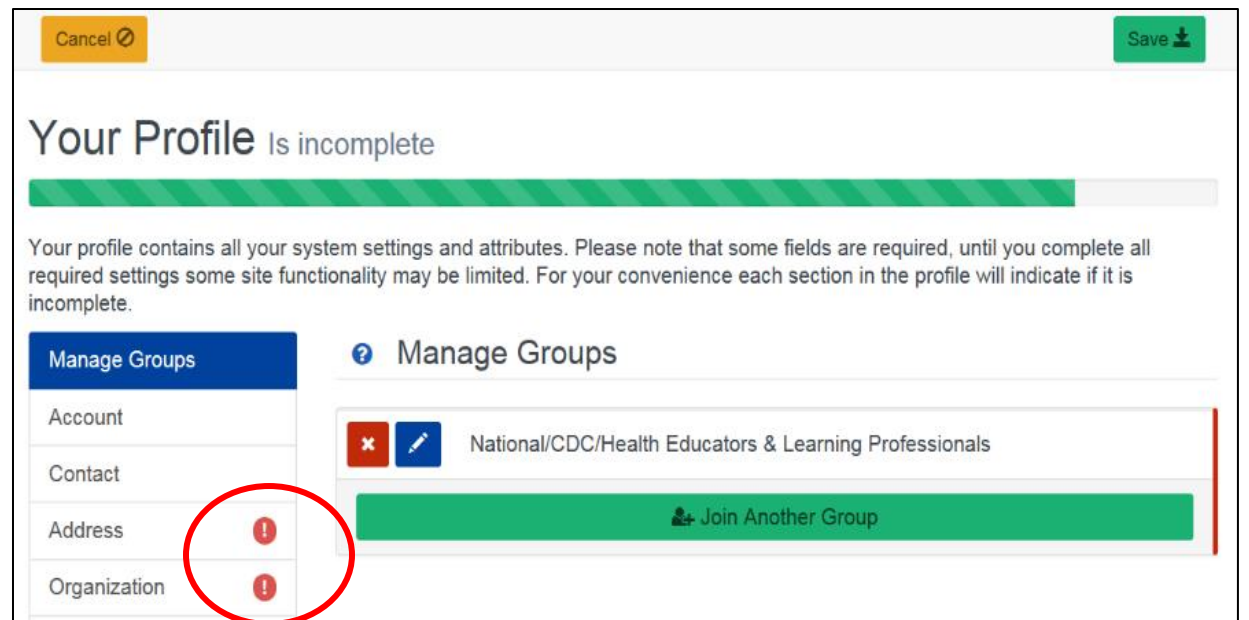
You can search CDC TRAIN for courses without all required information, but in order to register and take a course, you will need to complete your profile.

- **Select your name** in the top right corner
- Select **Your Profile** link in the top right corner to complete any required account information



The screenshot shows the CDC TRAIN website interface. In the top right corner, the user is logged in as 'Administrator'. A dropdown menu is open, showing 'Your Profile' and 'Log Out, ADMINISTRATOR'. The 'Your Profile' link is circled in red. The main content area includes a navigation menu on the left with links for HOME, COURSE CATALOG, YOUR LEARNING, ADMIN, and HELP. A survey prompt asks for feedback on the new site. Below that, there is an 'Announcements' section with a link to 'How to Become a TRAIN Affiliate' dated Jan 26, 2017.

- Any required area of your profile to be completed will have a red exclamation mark next to it
- Select the exclamation mark to update each field
- Once you have completed each field, save the entry by selecting the **Save** button on the top right corner of the page
- Continue this action until all fields have been updated



The screenshot shows the 'Your Profile' page, which is marked as 'incomplete'. A progress bar at the top indicates that the profile is not fully completed. A message explains that some fields are required and that some site functionality may be limited until they are completed. The 'Manage Groups' section is visible, showing a list of groups with a red exclamation mark next to the 'National/CDC/Health Educators & Learning Professionals' group. The 'Address' and 'Organization' fields in the profile form also have red exclamation marks, which are circled in red. A 'Join Another Group' button is visible at the bottom of the group list.

### Step 3: Search for Training

- Once you have created a CDC TRAIN account and you are logged in you will click on the **magnifying glass** at the top right side of the page.
- In the search bar type in the course you are looking for and hit enter  
For Example: **Passport to Partner Services**
- After you search for your course ex. **passport to partner services** in the search bar you will find the modules at the top of your search list.
- Click on the link and it will take you to all of the modules.

Link directly to modules used for the example:  
[https://www.train.org/cdctrain/training\\_plan/4299](https://www.train.org/cdctrain/training_plan/4299)



Use this page to search for any course or document on the TRAIN Learning Network site. The results may be limited by any groups you have joined within TRAIN (see your profile for details).

Passport to Partner Services   Sort by relevance

Filters 1,850 record(s) found.

Search By

- Courses
- Training Plans
- Non-TRAIN Events
- Resources
- Discussions

**Passport to Partner Services Modules**

**Introduction to Partner Services for Partner Services Providers**

CDC WEDU

## Passport to Partner Services Modules

ID 4299

The Passport to Partner Services online modules are for providers who conduct all aspects of Partner Services (PS), and they are designed for PS professionals of all experience levels. There are 14 online modules. Eight of these modules focus on key disease concepts: Infectious Disease and Human Anatomy, Syphilis, Chlamydia, Gonorrhea, Pelvic Inflammatory Disease (PID), HIV Infection and AIDS, Tuberculosis, and Hepatitis. The other six modules focus on core Partner Services skills: Introduction to Partner Services for PS Providers, Communication Skills, Interviewing (5 sub-units), Field Investigation and Notification, Referrals and Linkages to Care, and Syphilis Case Management and VCA.

Name	Completed Date	Score	Hours	Status
<a href="#">Unit 1-Infectious Disease and Human Anatomy</a>			4h	Not Started
<a href="#">Unit 2-Syphilis</a>			4h	Not Started
<a href="#">Unit 3-Chlamydial Infection</a>			4h	Not Started
<a href="#">Unit 4-Gonorrhea</a>			4h	Not Started
<a href="#">Unit 5-Pelvic Inflammatory Disease</a>			4h	Not Started
<a href="#">Unit 6-HIV Infection and AIDS</a>			4h	Not Started
<a href="#">Unit 7-Tuberculosis</a>			4h	Not Started
<a href="#">Unit 8-Hepatitis</a>			4h	Not Started
<a href="#">Introduction to Partner Services for Partner Services Providers</a>			4h	Not Started
<a href="#">Communication Skills</a>			6h	Not Started
<a href="#">Interviewing Module</a>				Not Started
<a href="#">Field Investigation and Notification</a>			12h	Not Started
<a href="#">Referrals and Linkage to Care</a>			1h	Not Started
<a href="#">Syphilis Case Management and VCA</a>			16h	Not Started