

**Seizure Training for**

**School Personnel**

**How to take this Course?**

Thank you for enrolling in the course. You are currently in the **course player on the** Epilepsy Learning Portal.

The course player is the course-taking environment where you view content like videos, handouts, take assessments, quizzes, submit the course evaluation and more.

If this course is not completed within **three weeks** of enrollment, the system will automatically expire the enrollment. We encourage you to re-enroll in the course when you have time to complete the course.

**Navigating the Course**

**Course Lessons**

On the left side of the course player you can see all the chapters and lessons in this course. You can open and close chapters and click on lessons to view them.

When you finish a lesson click the **Complete and Continue** button at the bottom of the content window to mark it as complete and progress to the next lesson. You will not be able to advance to the next lesson until any required lessons are completed.

This course includes multiple videos lessons. Press play to start watching them. You will not be able to skip to the end of the videos.

Your overall progress in the course is listed at the top left side of the course player above the lesson menu.

To exit the course player and can access courses you have started, but not completed, click the **Go to My Training** link on the purple bar at the top the page.

**Post-Course Assessments**

Upon successfully passing the knowledge portion of the post-course assessment you be eligible to receive a certificate of completion.

* + The self-confidence assessment is not scored.
	+ A score of at least 80% must be obtained on the knowledge questions of the post-assessment.
	+ If you do not score at least 80% on the knowledge questions, you will be allowed to re-take the assessment until you receive a passing score.

**Course Certificates**

A course certificate icon will appear at the top left side of the course player above the lesson menu after successfully completing the course.

You can also retrieve your certificate of completion on the **My Certificates** page of the portal upon successfully completing the course.

By having an account on the Epilepsy Learning Portal, your certificates are stored in your account. Certificates are accessible anytime on the My Certificates page.

**Continuing Education Credits**

As you progress in the course, you will receive additional instructions for obtaining continuing education credits.

**Certified Health Education Specialist (CHES™/MCHES™)**

The Epilepsy Foundation is a designated provider of continuing education contact hours (CECH) in health education by the National Commission for Health Education Credentialing, Inc.

*This program is designated for Certified Health Education Specialists (CHES™) and/or Master Certified Health Education Specialists (MCHES™) to receive up to****1.5****total Category I contact education contact hours. Maximum advanced-level continuing education contact hours available are****0****. Provider ID#: 121739*

Note: CHES™/MCHES™ requesting continuing education contact hours (CECH) must complete and pass this post-assessment. The Epilepsy Foundation reports the credits directly to the National Commission for Health Education Credentialing, Inc (NCHEC) on a quarterly basis (January, April, July, and October). The CHES/MCHES should check their NCHEC transcript for credits in the quarter following their training attendance.

If you are not a Certified Health Education Specialist (CHES™/MCHES™) you may use the certificate of completion to apply for continuing education credits within your profession.

**Accommodation Requests**

The Epilepsy Foundation is committed to providing resources that are accessible to people of all abilities.

For questions about accessibility or to request accommodations in order to get the most out of this course, please contact the Online Course Support Team.

Requests should be made as soon as possible. You will be contacted by someone from our support team to discuss your specific needs.

Please allow at least three weeks for our staff to accommodate your request.

**Questions?**

**For support, please contact our Online Course Support Team**

Business hours: 9am to 5pm EST

Monday to Friday (Excluding US holidays)

LMS\_Helpdesk@efa.org

847-348-0373