

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 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 or access an existing 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.

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. In the Search Field, enter the course name:

Mandated Reporters: Critical Links in Protecting Children in Georgia

2.2. Select course, Add to Cart

2.3. Go to Cart at top right of screen

2.4. Select Purchase Now (course is free)

2.5. At Order Purchase screen, select Complete Order

3. Start the Pro Solutions Training online course:

3.1 At Order Confirmation screen, you may begin the course (audio is needed)

3.2 At the end of the course, you will be asked to take an assessment test.

3.3 Upon successful completion of the assessment, a certificate will be provided.

4. Print a Certificate of Completion for the course:

4.1 Click the Print Certificate link beside the course name on your account screen.

4.2. Provide a copy of the Certificate of Completion to the KSU Program Sponsor each fiscal year.