Dementia Training Sign up Instructions

Oregon Care Partners offers a free on-line pre-service dementia training "bundle." The entire six-hour series, **8 courses total**, of online courses must be completed to count for the mandatory dementia training requirement. Register and complete classes online. To access their online option please follow these steps:

1. Log-in/Create an Account and the Oregon Partners [Home Screen](#)
2. Go to the [Classes for Care Professionals Tab](#)
3. Go to the [online classes tab](#)
4. Log in to [Relias](#)
5. Click Green Button "Browse Elective Courses"
6. Search - "Pre-Service Dementia Training for Direct Care Staff"
7. Enroll
8. Click on teal button, in upper left -"Back to My Learning"
9. Click on Green Button "Take Now"
10. Click on Green "start" button to start each module. Training has 8 modules and is a total of 6.0 CEUs. You must complete all modules to complete course.
11. When all modules are completed, click on the teal button "Back" to return to your profile front page.
12. To find your certificate to show you've completed the course, [Login](#) to your [Oregon Care Partners](#) account, in the top right navigation bar under your name, select "My Dashboard" from the drop-down menu options. Find the section titled "My Completed Classes", select "print certificate" to the right of the class details to view, download, and print your certificate.

ACHP does not know you have completed the course unless you submit a copy of the certificate. You can submit the certificate attached to a reply to this email (must be .pdf or .jpeg) or by fax at the number below.