Course Access Instructions

See page 2 for illustrated instructions.

1. Select **My Curriculum.** You will use this anytime you need to access the course.

2. Enter your **Learning Center logon ID** and select **OK.**

3. Select the **Adult Long Term Care Functional Screen Course.**

4. Select **Module Code**.

5. Review the **Module Details.**

6. Select the **Module Components tab.**

7. Select **Start** under **Module 1** to begin the course.

8. After you complete the module, you will be returned to the **Module Components** tab. Select **Start** under the next module to continue.

9. For the Certification Course there are 11 modules and a Final Assessment which must be successfully completed to become a certified screener. For the Audit Course there are 11 modules.

NOTE: Self-assessments and learning activities within the 11 modules are unscored. Only the Final Assessment will show a score.

Illustrated Instructions

1. Select **My Curriculum**.

2. Enter your **Learning Center logon ID** and select **OK**.

3. Select the **Adult Long Term Care Functional Screen Course**.

4. Select the **Module Code**.

5. Review the **Module Details**.

ADULT LTCFS CURRICULUM

Here is more information about this course:

This module has not been started
Warning: You may not get credit for completing this course if you do not have the proper computer settings in place before you begin.

| **Module Detail** | Module Components |

Description of Module
Adult Long Term Care Functional Screener Curriculum

Purpose: This course provides comprehensive information and training in administration and completion of the Adult LTCFS.

Target Audience: Only qualified professionals employed by an agency approved by Department of Health Services (DHS) to administer the screen are permitted to take the course.

Objectives: Upon completion, you should be able to:
* Explain how the LTC FS is to be administered, by whom, and in what manner.
* Utilize strategies for minimizing identified screen limitations.
* Accurately document fluctuations in people's abilities and long-term care needs.

6. Select the **Module Components tab**.

ADULT LTCFS CURRICULUM

Here is more information about this course:

This module has not been started
Warning: You may not get credit for completing this course if you do not have the proper computer settings in place before you begin.

| Module Detail | **Module Components** |

LTCFS Module 1 - Overview of the Long Term Care Functional Screen (LTCFS)
Start

Status:	Not Started	Required:	Yes, in order
Earned Score:	---	Required Score:	---
Actual Time:	00:00:00	Maximum Time:	No Limit
Actual Attempts:	---	Maximum Attempts:	No Limit
Date Started:	---	Estimated Time:	---
Date Ended:	---		

LTCFS Module 2 - Screening Process and Quality Assurance

| Status: | Not Started | Required: | Yes, in order |

LTCFS Module 3 - LTCFS Basic Information, Screen Information, Demographics and Living Situation

| Status: | Not Started | Required: | Yes, in order |

7. Select **Start** under **Module 1** to begin the course.

8. After you complete the module, you will be returned to the **Module Components** tab. Select **Start** under the next module to continue.

9. For the Certification Course there are 11 modules and a Final Assessment which must be successfully completed to become a certified screener. For the Audit Course there are 11 modules.

NOTE: Self assessments and learning activities within the 11 modules are unscored. Only the Final Assessment will show a score.