



**We're here to help!** Contact the eAcademy team at [eacademy@providers.org](mailto:eacademy@providers.org) or 508.599.2242 if you have any questions or would like to set up a time to discuss your Providers' eAcademy site.

For information on how to engage staff in this content, scroll to pages 5, 6, and 7 in this document.

## Department of Mental Health

### Frequently Assigned Courses Based Off Required DMH Trainings

<b>Relias Course Title:</b>	<b>Relias Course Code:</b>
Sexual Harassment: What Employees Need to Know	REL-ALL-0-SHWENK
Essentials of HIPAA	REL-PAC-0-ESSH
Understanding Bloodborne Pathogens	REL-ALL-0-UBBPAT
Harassment in the Workplace	REL-ALL-0-HW
Cultural Awareness and Humility	REL-ALL-0-CULTCA
Defensive Driving Basics	REL-ALL-0-DDB
Fire Safety: The Basics	REL-ALL-0-FSBASIC-V2
Bloodborne Pathogens and the Use of Standard Precautions	REL-ALL-0-BPUSP
HIPAA: Basics	REL-ALL-0-HBAS
Workplace Safety: The Basics	REL-ALL-0-WSBAS
Fire Safety	REL-CV-0-FSTB
Active Shooter Response	REL-ALL-0-ACTSR
Infection Control: Essential Principles	REL-ALL-0-IFEP
Understanding Trauma-Informed Care	REL-BHC-0-UTIC
Hazardous Chemicals: The Essentials	REL-ALL-0-HCTESS
Confidentiality in Substance Use Disorder Treatment	REL-BHC-0-CISUDT
Cultural Humility and Implicit Bias in Behavioral Health	REL-BHC-0-CHIBBH
HIPAA: Security Rule	REL-ALL-0-HSECR
Supporting the Behavioral Health Goals of LGBTQ+ Clients	REL-BHC-0-ABHLGBTQC
The Impact of Substance Use Disorders on Families and Approaches to Treatment	REL-BHC-0-TISUDFAT
Overview of Co-Occurring Disorders for Paraprofessionals	REL-BHC-0-OCDP
Common Substances and Treatment of Substance Use Disorders	REL-BHC-0-OTSTSUD
DEI: Multicultural Care for the Organization	REL-BHC-0-DEIMCO
Crisis Management Across Health and Human Services	REL-CV-0-CRISISMGT-V2
Recognizing and Effectively Responding to a Person in Crisis	REL-BHC-0-RERPIC
Maintaining Professional Boundaries	REL-ALL-0-MPBOUND
Assessing Suicide Risk Using the C-SSRS	REL-BHC-0-ASRUC
Impact of Substance Use on Sexually Transmitted Infections	REL-BHC-0-ISUSTI
Harm Reduction Strategies for Substance Use	REL-BHC-0-HRSSU
Introduction to Co-Occurring Disorders	REL-BHC-0-ICOD
Assessing and Screening for Suicide Risk	REL-BHC-0-ASSR
An Overview of Trauma-Informed Care for Non-Clinical Staff	REL-BHC-0-AOTICNCS



An Overview of Substance Use Disorders	REL-BHC-0-AOSUD
Working with LGBTQ+ Children and Youth	REL-BHC-0-WLGBTQCY
Motivational Interviewing: An Introduction	REL-BHC-0-MIAI

### Additional Trainings for Staff

<b>Relias Course Title:</b>	<b>Relias Course Code:</b>
A Multicultural Approach to Recovery-Oriented Practice	REL-BHC-0-AMAROP
Achieving and Maintaining Abstinence from Substance Use	REL-BHC-0-AMASU
Addressing Behavioral Health Needs of Justice-Involved Youth	REL-BHC-0-ABHNJIY
Addressing Racial Trauma in Behavioral Health	REL-BHC-0-ARTBH
Addressing Tobacco Use in the Behavioral Health Population	REL-BHC-0-ATUBHP
Addressing Trauma and Stressor Related Disorders	REL-BHC-0-ATSRD
An Introduction to Autism Spectrum Disorders	REL-ABA-0-AIASD
An Overview of Bipolar and Related Disorders	REL-BHC-0-AOBRD
An Overview of Trauma Disorders in Adults for Paraprofessionals	REL-BHC-0-AOTDAP
Applications and Adaptations of Dialectical Behavior Therapy	REL-BHC-0-AADBT
Applying HIPAA Regulations in Behavioral Health	REL-BHC-0-AHRBH
Approaches to Person-Centered Planning in Behavioral Health	REL-BHC-0-APCPBH
Assessing and Treating Anxiety Disorders in Children and Adolescents	REL-BHC-0-ATADCA
Assessing and Treating Attachment Disorders	REL-BHC-0-ATAD
Assessing and Treating Depressive Disorders in Children and Adolescents	REL-BHC-0-ATDDCAA
Assessing and Treating Obsessive-Compulsive and Related Disorders	REL-BHC-0-AATOCRD
Assessing and Treating Opioid Use Disorder	REL-BHC-0-ATOUD
Assessing Clients over Telehealth	REL-BHC-0-ACT
Assessment and Treatment of Individuals with Traumatic Brain Injury	REL-BHC-0-ATITBI
Basics of Effective Documentation	REL-BHC-0-BED
Basics of Personal Protective Equipment	REL-ALL-0-BPPE
Basics of Tuberculosis	REL-ALL-0-BTUB
Best Practices for Documenting the Treatment Planning Process	REL-BHC-0-BPDTPP
Boundaries in the Treatment Relationship	REL-BHC-0-BTR
Boundary Risks for Behavioral Health Paraprofessionals	REL-BHC-0-BRBHP
Building a Healthy Therapeutic Relationship	REL-BHC-0-BAHTR
Clinical Pathways that Inform Adolescent Substance Use Disorder	REL-BHC-0-CPIASUD
Clinical Supervision: An Introduction	REL-BHC-0-CSAI
Clinical Supervision: Using Reflection in Supervision	REL-BHC-0-CSURIS
Cognitive Behavioral Therapy for Psychosis	REL-BHC-0-ABHNFP
Cognitive Behavioral Treatment of Substance Use Disorders	REL-BHC-0-UCBTSUDT
Communicating Effectively	REL-ALL-0-COMME
Community-Based Interventions to Reduce Suicide Risk	REL-BHC-0-CBIRSR



Conflict Resolution	REL-ALL-0-CR
Crisis Management Basics for Paraprofessionals	REL-BHC-0-CMBP
Cultural Competence and Healthcare	REL-ALL-0-CCHLTH
DEI: An Introduction to Multicultural Care	REL-BHC-0-DEIAIMC
Depression and Suicidality in Older Adults	REL-BHC-0-DSOA
Developmental Concerns in Childhood and Adolescence	REL-BHC-0-DCCA
Diversity, Equity, and Inclusion for the Healthcare Worker	REL-ALL-0-DEIHW
Ecological Systems of Care Across Child-Serving Agencies	REL-BHC-0-ESCACSA
Effective Intervention in the Aftermath of a Suicide	REL-BHC-0-EIAS
Effective Psychoeducation for Individuals with Serious Mental Illness	REL-BHC-0-EPISMI
Engaging Family Members in Crisis Planning	REL-BHC-0-EFMCP
Ethical and Legal Guidelines for Telehealth Service Delivery	REL-BHC-0-ELGTSD
Etiology, Symptoms, and Recovery-Focused Interventions for Schizophrenia	REL-BHC-0-ESRFIS
Family Peer Support	REL-BHC-0-FPS
Family Therapy	REL-BHC-0-FT
First Aid: Section 1	REL-PAC-0-FAS1
First Aid: Section 2	REL-PAC-0-FAS2
Hazardous Chemicals: SDS and Labels	REL-ALL-0-HCSDSL
Identifying and Addressing Older and Dependent Adult Abuse	REL-BHC-0-IAADA
Identifying and Intervening in the Early Stages of Psychosis	REL-BHC-0-IIESP
Identifying and Responding to Intimate Partner Violence	REL-BHC-0-IRIPV
Identifying and Treating ADHD	REL-BHC-0-ITADHD
Identifying and Treating Anxiety Disorders	REL-BHC-0-TDAD
Identifying and Treating Anxiety Disorders Among Older Adults	REL-BHC-MHA-0-ITADAOA
Identifying and Treating Borderline Personality Disorder	REL-BHC-0-ITBPD
Identifying and Treating Depressive Disorders	REL-BHC-0-TDDD
Identifying and Treating Non-Suicidal Self-Injurious Behavior in Adults	REL-BHC-0-ITNSSIBA
Impact of Psychological and Physical Trauma	REL-BHC-0-IPPT
Improving Treatment Engagement of Individuals with Behavioral Health Disorders	REL-BHC-0-ITEIBHD
In Session: Practicing Clinical Skills to Prevent Suicide in Adults	REL-BHC-0-ISPCSPSA
Incident Reporting in Behavioral Health	REL-BHC-0-IRBH
Interventions for Co-Occurring Disorders: Advanced Practice for Clinicians	REL-BHC-0-ICODAPC
Introduction to Acceptance and Commitment Therapy	REL-BHC-0-IACT
Introduction to Cognitive Behavioral Therapy	REL-BHC-0-ICBT
Legal and Ethical Standards For Behavioral Health Professionals	REL-BHC-0-LESBHP
Navigating Ethical Challenges: Substance Use Disorder Counselors	REL-BHC-0-NECSUDC
Overview of Evidence-Based, Suicide-Specific Interventions	REL-BHC-0-OEBSSI
Overview of How Behavioral Health Disorders are Impacted by Trauma	REL-BHC-0-OHBHDIT




Overview of Medications for Opioid Use Disorder	REL-BHC-0-OMATOD
Preventing and De-escalating Crisis Situations	REL-BHC-0-PDHS
Preventing, Identifying, and Responding to Neglect and Abuse	REL-BHC-0-PIRNA
Recovery Principles and Practices in Behavioral Health Treatment	REL-BHC-0-RPPBHT
Reducing Suicide Risk in Adolescents and Transition Age Youth	REL-BHC-0-RSRATAY
Refresher for CPR	REL-ALL-0-RCPR
Safety When Working in the Community	REL-BHC-0-SWWC
Strategies for Effective Use of the DSM-5-TR	REL-BHC-0-DSM5AO
Supervision of Peers and Other Lived-Experience Professionals	REL-BHC-0-PHC
Supporting Adults in the Grieving Process	REL-BHC-0-SAGPS
Supporting Individuals In Early Recovery	REL-BHC-0-SIER
Supporting the Behavioral Health Goals of LGBTQ+ Clients	REL-BHC-0-ABHLGBTQC
The Biopsychosocial Model of Substance-Related and Addictive Disorders	REL-BHC-0-TBMSRAD
The Impact of Parental Substance Use Disorders on Children and Families	REL-BHC-0-IPSUDCF
The Influence of Trauma on Substance Use	REL-BHC-0-ITSU
The Use of Telehealth in Clinical Practice	REL-BHC-0-TUTCP
Trauma-Informed Care Delivery for Clinicians and Peer Support Specialists	REL-BHC-0-TICDCPSS
Treating Posttraumatic Stress Disorder	REL-BHC-0-TPTSD
Understanding and Treating Personality Disorders	REL-BHC-0-UTPD
Using Motivational Interviewing in Clinical Practice	REL-BHC-0-MICP
Verbal De-escalation Strategies	REL-BHC-0-VDS
Veterans and Mental Health Conditions	REL-ALL-0-VMHC
Weight, Wellness, and Behavioral Health	REL-BHC-0-ALBOMHD
Working with Difficult Individuals	REL-ALL-0-WWDI
Working with Individuals Experiencing Homelessness	REL-BHC-0-WIEH



## Three Ways to Engage Staff in More Content

1. Share content with your staff as an elective option. Go to Learning > Modules > Module List.

Click on the link icon next to the module's name. This will copy the link for this course to your clipboard which you can then send to users. When learners click this link, they will be enrolled in the course as an elective and taken directly to the course.

A Day in the Life: An IDD Perspective REL-IDD-0-ADLIDD		Course			325	
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2. Assign individual modules. Go to the Module List and click on the enrollment icon to the right of your chosen module.

Module List


Search Modules

Filter by [+ Filter](#) [Clear](#)

Module Type: All Module Types Owner: All Owners Certificate: All Certificates

Approved: Approved

[New Module](#) [Export Modules](#) 1-100 of 200

Title	Type	Approved	Enrolled
12 Keys to Good Management REL-PAC-0-KGM	Course		1 
A Day in the Life of Henry: A Dementia Experience REL-ALL-0-DLHDE	Course		72

You will be taken to the Currently Enrolled page. Click the **Enrollment** tab and search for the learners you wish to enroll.

Back to Module List

Module Enrollment: A Day in the Life: An IDD Perspective

PROPERTIES  
Course | 0.5 Credit Hours | [SHOW DETAILS](#) [Modify](#)

CURRENTLY ENROLLED **ENROLLMENT**

Due Date: Assign date to all

Available Learner(s) (Learners NOT already enrolled) Search

Filter By: A - Z [+ Filters](#) [x Clear](#)

☒ **Enroll** [Enroll & Mark Complete](#) 1-8 of 8

	Name & Username	Hierarchy	Job Titles	Hire Date
<input checked="" type="checkbox"/>	Demo, Bob bobdemo	Administration	Teacher	
<input checked="" type="checkbox"/>	Demo, Dave davedemo	Adult Family Care 3		



You can use the + Filters button to narrow down your search. Check the boxes next to the names or click the topmost check box to select all users who match the filters you have selected.

Once you have chosen the correct learners and the appropriate due date, click **Enroll**.

3. Build a training plan. Go to Learning > Training Plans > Training Plan List. Click + **Create New Training Plan**. (Reach out to us for assistance with modifying an existing training plan.)

A screenshot of the PROVIDERS' eAcademy Training Plan List interface. On the left is a dark blue sidebar with navigation options: OVERVIEW (Dashboard), SOLUTIONS (Learning, Training Plans, Training Plan List, Training Plan Templates, Training Plan Search Filters, Modules), and a red box highlights "Training Plan List". The main content area is titled "Training Plan List" and includes an "Export Training Plans" button and a "+ Create New Training Plan" button (highlighted with a red circle). Below the title is a "SHOW FILTERS" button and a search bar. A table lists training plans with columns: Title, Frequency, Status, Owner, and Assigned. The table contains five rows of data, each with a "+ Add" button in the final column.

Title ↑	Frequency	Status	Owner	Assigned	
ACA Accreditation Standards	Flexible - due every 365 days	Approved	Relias Demo Site	0	+ Add
Acute Care Clinical Express Annual	Once	Approved	Relias Demo Site	0	+ Add
Advanced Wound Treatment	Once	Approved	Relias Demo Site	0	+ Add
Annual Live Event Training Plan	Flexible - due every 365 days	Approved	Relias Demo Site	9	+ Add
Annual Training	Annual	Approved	Relias Demo Site	11	+ Add

Building a training plan is broken into five steps:

- **Properties** – Give your training plan a unique name. Adding a description is optional.
- **Scheduling** – Choose the frequency for how often learners are assigned the training plan (Once, Annually, or Flexible reassignment based on date of last completion). Select answers to the scheduling questions based on how you want modules to be assigned.
- **Modules** – Click on the + **Add Module** button and search for modules in the list. Click on the check box beside the module name and click + **Add to List**. You also have the ability to stagger due dates in this section by adding days to the boxes on the right.
- **Settings** – Depending on how often the training plan is assigned, this section will give different options. Here, you can decide the time period in which you will accept previous completions, choose whether to enable training notifications, and approve for enrollment.
- **Review** – Summary of how the training plan will assign based on the options selected in the previous sections.



### Create Training Plan

New Hire Orientation

[Enroll Users](#) | [Actions](#) ▾

✓ PROPERTIES

✓ SCHEDULING

✓ MODULES

✓ SETTINGS

5 REVIEW

Scheduling

Modules will be due once, based on the user's hire date

Availability

Users will always have access to modules regardless of due dates

Completions

No previous completions will be accepted for modules in this Training Plan

Properties

This training plan is for assignments that need to be completed by ne... ▾

Modules

Total Modules: 3

Credit Hours: 4.5 ▾

Back

Save

Finish

Owner: Relias Demo Site | Created: Oct 30, 2023

If you are ready to begin enrolling learners, click **Enroll Users** to go to the Enrollment pages. Reach out to us with any questions about setting up auto-enrollment profiles.