



VCU



Dear LTSS Screeners and Guests,

The Department of Medical Assistance Services (DMAS) and Virginia Commonwealth University, Partnership for People with Disabilities are pleased to provide on-line, modular training related to the Medicaid Long-Term Services and Supports (LTSS) Screening process. This training is being offered to enable Screeners to meet Virginia regulation provisions regarding the LTSS Screening process and to meet training requirements as stated in 12VAC30-60-310.

Information regarding the training is provided below. We encourage you to review the introduction module [prior](#) to registering for the training as the module provides useful information regarding how to proceed in the registration process.

Screeners and guests should allow approximately five hours for the training. You do not need to complete the training in one session and are free to leave the training site and return as many times as you'd like.

Partnership for People with Disabilities

700 Centre, Suite 140
700 E Franklin Street
Box 843020
Richmond, Virginia 23284-3020

804-828-3876 • Fax: 804-828-0042
TDD: 1-800-828-1120
partnership.vcu.edu

Instructions for Medicaid LTSS Training

All users:

Please review the technology introduction module before completing the training. This module can be accessed here: <https://medicaidtsstraining.partnership.vcu.edu/intromodule/intro.html>
The module covers important information about the training including how to register, and information about Medicaid LTSS Training Certification for Screeners.

Click link below to register either as a screener or as a guest:
<https://medicaidtss.partnership.vcu.edu/register>

Screeners:

Step 1: Register as a LTSS Screener by entering a valid API/NPI

IMPORTANT NOTE: Enter the Primary API/NPI of the site where you are employed. Local Departments of Social Services and Health Departments enter APIs. Community-based Screeners should be using the API assigned to their site during the ePAS registration process. Hospitals Screeners should enter the facility's NPI used for submitting Screening results. If you do not know your API/NPI please contact your agency's administrator or email ScreeningAssistance@dmas.virginia.gov.

Please note that in the future you will need to log into ePAS (or other approved electronic system) using the exact same name (and spelling) you used for the training, ie, if you registered for the training using a middle initial then you will need to use your middle initial when logging into ePAS.

Step 2: Email Verification. Verify email (note: please wait a few minutes for email verification to come through your email. If you do not see the verification email after a few minutes be sure to check junk/spam folders).

Step 3: Access Content. Access content using the link as well as the username and password provided in the verification email and on your dashboard. Please note that the username and password are case sensitive.

Guest Users:

Register as a Guest: Users without a LTSS screening API/NPI facility number may register as a guest to view the content. If you do not have an API/NPI number but would like to complete the modules, please register as a guest and complete required fields. Guests will not be required nor allowed to open competency tests but may view all content.

A Few Notes Regarding Using the Training:

Users, both Screeners and Guests, may download copies of the PowerPoint presentations which will include the notes/script. You are encouraged to download and print the PowerPoint presentations prior to taking each training module as some internet browsers may not allow training participants to easily move back and forth in the training once quizzes built into the module have been taken.

Contact Information:

Questions about the content please email: ScreeningAssistance@dmas.virginia.gov
Technical issues please email: ppdtechhelp@vcu.edu