

Instructions for Mandated Reporting Training Online



Questions? Customer Service 1-800-939-9694

- ✓ Type in the URL address: <https://www.prosolutionstraining.com>
- ✓ Click on Course Catalog
- ✓ Click on Early Childhood Education Courses
- ✓ Scroll to find “Health and Safety”
- ✓ Click on the subject header “Mandated Reporters: Critical Links in Protecting Children in Georgia” (towards the bottom of the page).
- ✓ Scroll up and at the top right, click on the shopping cart icon.
- ✓ Click “Purchase Now” – there is no fee for this training
- ✓ To the right of the page, create a Training Account with your username and password and click “Create Account” Go back to top bar, on upper right side.
- ✓ Please complete the training. (will take up to 2 hours)
- ✓ Once completed, send a signed copy of your certificate of completion to Chelsea Clark at cclark@bgclanier.org

Key things to know:

- You may logout and continue another time, if needed.
- Take the Pre-Test or you will not be able to move on.
- Mandated Reporting is required each year for all employees and volunteers of the Boys & Girls Clubs of Lanier. It is recommended that you keep your user name and password for future reference.