

Public Health Nurse Ready

Participant Guidebook



CPHCE

Center for Public Health
Continuing Education

Public Health Nurse Ready

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Questions? Call 518-402-0330 or e-mail: coned@albany.edu

Public Health Nurse Ready Program Description

Public Health Nurse Ready (PHN Ready) is an online certificate program for RNs working in public health, or RNs desiring to know about how public health works. LPNs and other RN's may find the certificate of interest, aswell. All courses are self-paced and online, and reflect the Tier 1 [2012 core competencies for public health nurses](#) set forth by the [Quad Council of Public Health Nursing Organizations](#).

The certificate consists of 9 required online courses, which should take roughly 10.5 hours to complete. Many of the courses provide continuing education credits. These credits (or contact hours) are awarded by course. The PHN Ready certificate does not provide credits, nor does the New York State Department of Health Learning Management System.

It is **highly recommended** that participants watch the webinar titled "[Core Competencies for Public Health Nursing](#)" prior to beginning the certificate program.

The Center for Public Health Continuing Education (CPHCE) is nationally known for its distance learning training, including the award-winning Public Health Live (T2B2) webcast series and numerous interactive, self-paced online courses. To achieve its mission, "to provide exemplary education and training for the public health workforce", CPHCE offers a variety of free and affordable webinars, webcasts and in-person trainings. Nursing, CME and Certified Health Education Specialist continuing education credits are available for many of its programs. Support for CPHCE is through state and federal funding.

Disclaimer: PHN Ready was originally funded by the US Department of Labor, and is now supported by the Center for Public Health Continuing Education.

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Program Requirements

It is ***highly recommended*** that participants watch the webinar titled “Core Competencies for Public Health Nursing” prior to beginning the certificate program.

Number	Title	Continuing Ed. Credits Offered	Time to Complete
Click on the course title for course description			
NYNJ-201	Orientation to Public Health	No Credits Offered	1 Hour
NYNJ-042	Exploring Cross-Culture Communication	CHES, CNE, CME	1.5 Hours
UACPHP-206	Field Epidemiology	CNE,CME, CPH	1 Hour
NYNJ-089a	Health Literacy and Public Health: Introduction	CHES/MCHES, CNE, CME	1.5 Hours
ESPHTC-FIN101	Doing a Lot with a Little: Economic Analysis for Public Health	CHES/MCHES, CNE, CME	1 Hour
NYNJ-257	Program Development and Evaluation	CHES/MCHES, CNE, CME	1 Hour
ESPHTC-294	Community Dimension of Practice (Part I)	CHES/MCHES, CNE, CME	1 Hour
ESPHTC-302	Community Dimension of Practice (Part II)	CHES/MCHES, CNE, CME	1 Hour
ESPHTC-HE 101	Addressing Health Equity: A Public Health Essential	CHES/MCHES, CNE, CME	1.5 Hour

Total Time to Complete: 10.5 hours

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Program Requirements

Requirements:

PHN Ready is targeted toward RNs working in public health, and to RNs desiring to know about how public health works. LPNs and other RN's may also enroll. There is no residency requirement; students may enroll from any geographic location within the US states or territories.

Enrolling:

Candidates should enroll through the New York State Department of Health Learning Management System website at <https://www.nylearnsph.com/Public/default.aspx>. Please see complete REGISTRATION DIRECTIONS located here in the Participant Guidebook on page 7.

The New York State Department of Health Learning Management System (LMS) is a “registration system” used to group many courses together. The courses are from various educational institutions and are not “housed” on the LMS. You will need to go into the courses’ systems and create a username and password.

Helpful Hint: Use the same username and password for each system. You may use the space below to keep track of your username(s) and password(s).

<p>New York State Department of Health Learning Management System</p> <p>Username: _____</p> <p>Password: _____</p> <p>Empire State Public Health Training Center courses (ex. ESPHTC-070)</p> <p>Username: _____</p> <p>Password: _____</p>
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Public Health Nurse Ready

Tracking and Application

Tracking your progress:

Participants may want to track their progress to ensure they meet the requirements. You can access the tracking sheet [here](#), which may be used for this purpose.

PHN Ready Evaluation & Request for Certificate

Once you have completed all requirements, you must complete a brief PHN Ready Evaluation & Request for Certificate, which can be found [here](#). This evaluation will take 5-10 minutes to complete and is designed to improve the PHN Ready certificate program; assisting us in ensuring that PHN Ready stays relevant and remains a useful tool for nurses. All responses and information will remain confidential. **After submitting the PHN Ready Evaluation & Request for Certificate, please allow 2-4 weeks for processing.**

Questions? Contact the Center for Public Health Continuing Education at (518) 402-0330 or coned@albany.edu.

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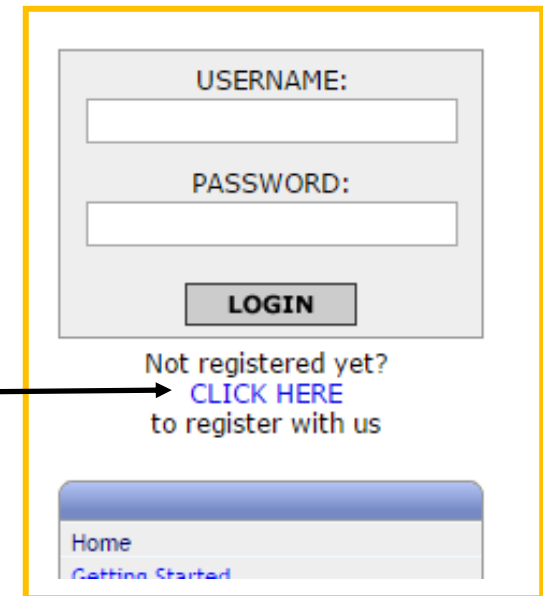
Registration Directions– Learning Management System

Step 1: Register on LMS

To register for the Public Health Nurse Ready Certificate program, please go to the New York State Department of Health's Learning System:

<https://www.nylearnsph.com/Public/default.aspx>

Click on "Click Here" on the left upper hand side (below Login)



The screenshot shows a login form with two input fields: "USERNAME:" and "PASSWORD:". Below the fields is a "LOGIN" button. Underneath the button, there is a link that says "Not registered yet? CLICK HERE to register with us". An arrow points from the text in Step 1 to this link. At the bottom of the page, there is a navigation bar with "Home" and "Getting Started" links.

Step 2: Create a Profile

You will be asked to create a profile. Please complete all required fields and include your agency name in the first line of your work address, in addition to the Agency drop down menu. (You DO NOT need to take any assessments. Those are optional and are not a part of this certificate.)

Once you have completed your profile, please click on "Submit your Registration".

If you are already registered on the LMS, you DO NOT need to create a new profile.

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Registration Directions

Step 1:

Under “User Menu” on the left hand side, please click on “Course Catalog.”

New York State State Agencies

Department of Health - Learning Management System
Information for a Healthy New York

USERNAME:
PASSWORD:
LOGIN

Not registered yet?
[CLICK HERE](#)
to register with us

Home
Getting Started
Password Retrieval
LMS Demos
Course Catalog
Conference
Calendar

Professional Development in 3 steps:

- 1 Assess and maintain your competencies
- 2 Register for recommended courses
- 3 Get trained

My Current Courses
Please log in

Announcements

PH Educator Curriculum
Required for all PHEs hired after August 20, 2008

****Public Health Nurses****
Mandated training for new PHN2 and SPHN hires

Leadership Assessment
Assess your leadership skills & knowledge

CDC Social Media Toolkit
CDC guidance on best practice use of social media

CTI-200 & CTI-300

Step 2:

Click on “Program Catalog” at top center of the page.

New York State State Agencies

Department of Health - Learning Management System
Information for a Healthy New York

USERNAME:
PASSWORD:
LOGIN

Not registered yet?
[CLICK HERE](#)
to register with us

Home
Getting Started

Course Catalog

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#)

There are currently 872 courses offered in the Course Catalog. [View all courses](#) or search or browse for specific types of courses.

Browse Catalog By Category **OR** Search Catalog Query

View All Courses
 Administration
 Chronic Disease

Course Keyword Search:

Course Format:

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Registration Directions

Step 3:

Click on the title of the Program to begin registering for all of the courses.

Program Catalog

Course Catalog | Program Catalog | Advanced Search | Recommended Courses | Required Courses

Course Keyword Search

Course Format

Course Category

Available Programs

- Public Health Nurse Ready Certificate Program 2015
- 2012 Public Health Educator Continuing Education Program
- 2012 Public Health Nurse 2 Continuing Education Program
- 2012 Supervising Public Health Nurse Continuing Education Program
- Foundations of Public Health certificate 1
- New Local Health Director Commissioner Program
- Greene County PH 2014 Inservices
- Basic Environmental Health Program - Fall 2015
- Advancing Cultural Competence - Latino/a Series Certificate
- Advancing Cultural Competence - American Indian Series Certificate

Step 4:

Please read the information on the page and scroll down to the bottom of the page and click "Begin Program Enrollment."

Prerequisites

Requirements:
RNs working in public health, or desiring to know about how public health works. LPNs and other RN's may find the certificate of interest as well.
Males registering for the certificate must provide proof of selective service registration.

Co-Sponsor
University at Albany, School of Public Health

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Enrollment for Public Health Nurse Ready Certificate Program. If you have already enrolled in this program, each course below can be completed via My Courses - [Current Courses](#) or My Courses - [Current Programs](#) tab.

Course Status Table

Status	Date	Course	Course #	Formats	Category
Not Enrolled		NYNJ-042 Communicate to Make a Difference (Part 1): Exploring Cross-Cultural Communication	NYNJ-042	Online	Communication
Not Enrolled		NYNJ-089a Health Literacy and Public Health (Module 1 of 2)	NYNJ-089a	Online	Communication
Not Enrolled		NYNJ-201 Orientation to Public Health	NYNJ-201	Online	Core Public Health
Not Enrolled		UACPHP-206 Field Epidemiology	UACPHP-206	Online	Epidemiology/Surveillance
Not Enrolled		UASPH-PHL051707 Public Health Live/T2B2: Public Health Nursing	UASPH-PHL051707	Streaming	Core Public Health
Not Enrolled		UASPH-PHL111606 Public Health Live/T2B2: Public Health and Public Policy	UASPH-PHL111606	Streaming	Legal/Ethics
Not Enrolled		UNC-051107 Healthy Places Leading to Healthy People: Community Engagement Improves Health for All	UNC-051107	Streaming	Core Public Health

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Registration Directions

Step 5:

You will see a “Course Status Table”. Scroll down to enroll for each required course. Click on “Enroll.”

Please complete enrollment for any courses listed below.

NYNJ-042 Communicate to Make a Difference (Part 1): Exploring Cross-Cultural Communication

Enrollment Deadline	Section	Course Format	Start/End Dates	Meeting Times	Location	Instructor (s)	Speaker (s)
<input type="button" value="Enroll"/> Ongoing	Exploring Cross-Cultural Communication	Online	Ongoing				

UACPHP-206 Field Epidemiology

Enrollment Deadline	Section	Course Format	Start/End Dates	Meeting Times	Location	Instructor (s)	Speaker (s)
<input type="button" value="Enroll"/> Ongoing	Field Epidemiology	Online	Ongoing				

NYNJ-080 Health Literacy and Public Health (Module 1 of 6)

Step 6:

After clicking “Enroll”, you must select your credit type.

Please complete enrollment for any courses listed below.

NYNJ-042 Communicate to Make a Difference (Part 1): Exploring Cross-Cultural Communication

Enrollment Deadline	Section	Course Format	Start/End Dates	Meeting Times	Location	Instructor (s)	Speaker (s)
<input type="button" value="Enroll"/> Ongoing	Exploring Cross-Cultural Communication	Online	Ongoing				

You must select the credit type to complete the registration for the course.

Name of Course: NYNJ-042 Communicate to Make a Difference (Part 1): Exploring Cross-Cultural Communication

Select Your Credit Type: [\(More Info\)](#)

2.5 CNE
 2.5 CME
 2.5 CEU
 None

NOTE

The LMS does not provide continuing education credits. The courses and their educational institutions provide the

Public Health Nurse Ready

Registration Directions

Step 7:

Continue to enroll in each course. Once you have enrolled for all the courses, you will see a Program Enrollment – Summary page.

Click “Launch Course” to begin any of the requirement coursework.

Program Enrollment

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

Public Health Nurse Ready Certificate Program 2012 - Course Status List

Scroll down to continue with program course enrollment

Course Status Table

Status	Date	Contact Admin	Course Name
Enrolled	9/8/2014	Email	NYNJ-201 Orientation to Public Health Orientation to Public Health Launch Course Unenroll
Enrolled	12/12/2014	Email	NYNJ-042 Communicate to Make a Difference (Part 1): Exploring Cross-Cultural Communication Exploring Cross-Cultural Communication Launch Course Unenroll
Enrolled	11/24/2014	Email	UACPHP-206 Field Epidemiology Field Epidemiology Launch Course Unenroll
Enrolled	2/9/2015	Email	ESPHTC-294 Community Dimensions of Public Health Practice (Part 1) Community Dimensions of Public Health Practice (Part 1) Launch Course Unenroll
Enrolled	9/3/2015	Email	ESPHTC-302 Community Dimensions of Public Health Practice (Part 2) Community Dimensions of Public Health Practice (Part 2)

Questions? Lost? Call 518-402-0330 or e-mail: coned@albany.edu

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Registration Directions

Step 8:

Once you are on the ESPHTC website simply login or complete the one-time registration and you will be launched directly into the course you requested. Whenever you return to this, or any other ESPHTC course the system will remember you and ask you to login using the Username and Password you selected during the ESPHTC registration.

NOTE

Upon completion of your courses, NYLearnsPH.com LMS Administrators will be made aware of your status and your course record will be updated within two weeks of completion. Anytime you enroll in and launch a new ESPHTC course from www.NYLearnsPH.com you will be recognized and will only need to enter your PHTC password to access a course.

PHTC Online Training Catalog Login

Log In

Note: Please make sure to log in using your PHTC Online username and password, not those for any other LMS.

Username:

Password:

[Log In](#)

Having trouble logging in?

- [Create a PHTC Online account](#)
You must have an account with PHTC Online, which is different from your LMS account.
- [Look up your username and password](#)
- [Contact technical support](#)

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