

eBased Academy: How to Register

EBASED ACADEMY WILL NOT WORK ON A PHONE OR TABLET. You must complete all eBased Academy coursework on a laptop or desktop computer.

Steps to Register for e-Based Academy:

* PLEASE FOLLOW THESE STEPS EXACTLY *

1. Go to this web address: <http://www.ebasedacademy.org/lms/>
2. Select "**Register Here**" in the TOP RIGHT corner of the page.
3. In the box that pops up, fill in all required fields. Select "**Confirm**" once you have filled in all fields. You must complete any field with a **STAR (*)** symbol. **If any fields with a STAR (*) symbol are left blank, the website will not allow you to register.**

The below common mistakes will prevent you from registering:

- Under "**License Number**", **if you do not have a license, type "n/a."** A license would be a social work license, a nursing license, etc. If you do not have a license, you only need to type **n/a**.
 - Make sure that there are **no extra spaces** in your answers.
 - Under "**County**", select **the Ohio county in which you reside** (some users have misread this box to say "Country" and typed "United States")
 - Under "**Please choose the population you serve most,**" select "**Mental Health – Adult**." (if no other option applies to you)
4. After you have registered, you must confirm your registration through your e-mail account. Login to the e-mail account that you used to register (Gmail, Yahoo, etc.). You will have an e-mail from this address: MHAS_NoReply_EbaseAcademy@mha.ohio.gov. The subject line of this e-mail will read: "**Please confirm your registration request.**" This e-mail will also contain your e-Based academy username and password, so you can refer to this e-mail later if you forget your username or password. **If you cannot locate your confirmation e-mail, check your junk/spam folder.**

eBased Academy: How to Register

- Click the link inside of this e-mail (or copy and paste the link into your web browser). This will take you to eBased academy site. You will see a message informing you that your registration has been confirmed.
5. After your registration is confirmed, search for and add each of the below 11 eBased Academy courses. Make sure to take these titles exactly! There are courses on eBased Academy with very similar titles.:
1. Introduction to Peer Recovery Support
 2. History on Addiction for Peer Recovery Supporters
 3. Ethics and Boundaries for Peer Recovery Supporters
 4. History of the CSX Movement for Peer Recovery Supporters
 5. Helpful Tips for Peer Recovery Supporters Entering the Workforce
 6. Health and Wellness in Peer Recovery Support
 7. Cultural Competence in Mental Health and Addiction Recovery
 8. Human Trafficking Training for Peer Recovery Supporters
 9. Supervision for Peer Recovery Supporters
 10. Trauma Informed Care in Peer Recovery Support
 11. Ohio S-BIRT 101: An Introduction to S-BIRT and Motivational Interviewing (**make sure that you are taking the Introduction course and NOT S-BIRT 102 or 103**).

When you have completed all 11 courses, download and save to your computer the certificate of completion for each course (you will have 11 total certificates). Save these certificates! If you are applying for Peer Recovery Supporter Certification, submit these certificates as part of your complete Certification Application Packet (after you have passed your PRS Certification Exam). **Do not submit your certificates separately – this may delay your certification!**

For technical issues with eBased Academy, please e-mail: MHAHelpdesk@mha.ohio.gov