

Mandatory Training for all Residents and Students Instructions

To access the mandatory course entitled:

VHA Mandatory Training for Trainees - 2010

This training may be accessed anywhere Internet capability is provided (Home or school): Please go to the following web address: *(be sure to type it exactly as shown below as it is case sensitive)*

<https://www.ees-learning.net>

Select: **First Time User**

What type of user are you? Select: **VA Other**

Type in your First Name; Middle Name; Last Name in appropriate boxes

Select your Occupation: **Other**

Select your Facility: **VHA**

Create your Username (minimum 8 characters): _____

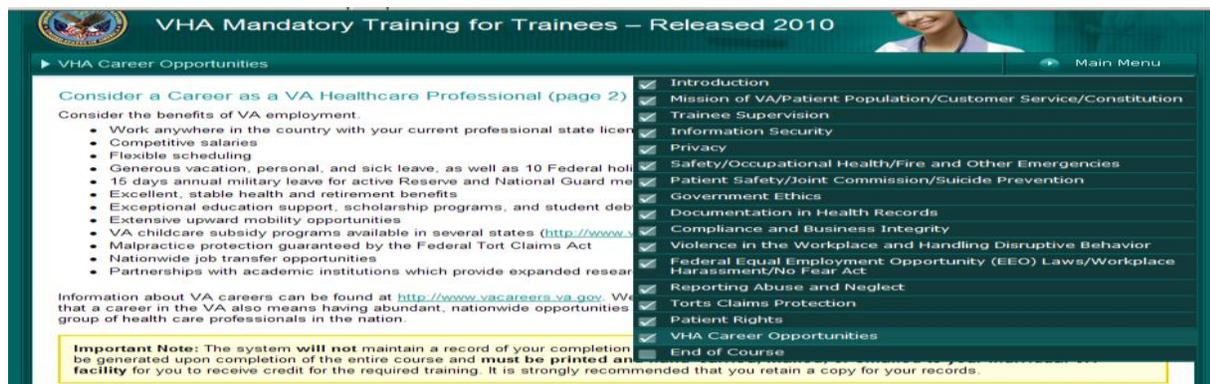
Create your Password (minimum 8 characters): _____

Type in your password again to verify it is correct: _____

After you have successfully created your username and password go back to main page and sign in.

1) You should now be at the “My Courses” section. Select from the far left column, “Available Courses” then in the Keyword box please type “VHA Mandatory Training” then click “search” ***(Do not use the Enter key)***. To the right of the course name (VHA Mandatory training for Trainees 2010), click on “Sign Me Up”. You will then be sent back to “My Courses”.

2) To begin the course, please click on VHA Mandatory Training for Trainees – 2010. If prompted for display mode, choose “Standard Version”. After completing this course, **please print your training certificate**.



3) Bring the training certificate to orientation! You may not begin your rotation without completing this training course and turning in your certificate to your education program coordinator.

Problems with this website - please [email eeswbthelp@va.gov](mailto:eeswbthelp@va.gov) - or - call 1-866-496-0463.