

AMERICAN ACADEMY OF PEDIATRICS SIDS SELF-DIRECTED STUDY TRAINING (Online)

STEP-BY-STEP INSTRUCTIONS TO ACCESS THE COURSE

Follow these 17 steps to complete your SIDS required training. NOTE: This self-directed study training will be entered as clearinghouse credit in your transcript once we receive your certificate of completion. Your certificate must be turned in within **30 days** of completion. To begin, go to this website to access the course www.pedialink.org

1. Click on **“Create a password?”** (upper right corner of page-in the Log In box)
2. This will take you to the American Academy of Pediatrics website. Click on the black **“login”** link (upper right corner of the page-right of the shopping cart)
3. This will take you to a new screen; Online Services will be displayed at the top of the page. Click on the blue **“New Customer Registration”** link (right side of the screen-in the paragraph under **New Customers (I do not have AAP Login)**)
4. Enter E-mail address and press the **“Go”** button
5. You will be creating an account as an individual. It will read “If you are creating an account as an Individual,” click the **“Individual”** button
6. Fill out information, address information and contact information (NOTE: Individual Type pull-down question you can select Professional Staff or Student) to register and click on the blue **“Continue”** button
7. Web login Information page: Write down your AAP Id number (****) and create and confirm password (****) **(SAVE YOUR AAP ID NUMBER AND PASSWORD, YOU WILL NEED THIS INFORMATION TO PRINT YOUR CERTIFICATE OF COMPLETION WHEN YOU ARE FINISHED)** and click the **“Continue”** button
8. Go back to the www.pedialink.org website (the tab should still be open on your tool bar **“P Home”**)
9. From the home page, enter your AAP Login number and Password then click the orange and blue **“Log In”** button
10. Authentication in progress please wait.....and then the Pedia Link Online Center for Lifelong Learning page will be displayed and it will say “Welcome, you are signed in as **“YOUR NAME”** from this page, click on the green **CME** tab, just underneath the welcome line (**second tab from the left, after the “home” tab**)
11. It will read “My CME-You are not currently registered for any AAP or co-sponsored activities.” Click on the **“Go to CME Finder”** button
12. Enter Keyword (s) : **Reducing** the Risk of SIDS in Early Education and Child Care and click the **“Search”** button
13. Scroll down a little and you will see the “Reducing the Risk of SIDS in Child Care” class displayed and click on the green **“Register”** box and a pop up box will appear that reads “ You are about to leave Pedialink. The link will open in a new window.” Click on the green **“Continue”** button

14. This will open up a new tab on your tool bar for the American Academy of Pediatrics website, click on the tab **“AAP Course Registration”** at the very top of the page.
15. Choose Registration Type, click on the blue button **“Register as Individual”**
16. Click on the blue button **“Continue with Registration”** and you will see the class displayed and click on the green box that says **“Sign Up”** ---**THIS COURSE IS FREE! The \$24.00 cost is waived and you will use a promo code that will be entered on the next page.** Type **SIDSCCP** and click **“Apply”** and the balance will show as \$0.00. Then click on the button **“Check-Out Now”** and verify your Customer Information and click **“Continue Checkout”****carefully review your order before submitting and click on “Submit Order”** at this time you can print the receipt for your records and click on the **“Continue”** button
17. Go back to **“P Home” (pedialink.org)**, from your tool bar, and click on the **CME** tab and click launch when you are ready to do the course.

PLEASE REFER TO PAGES THREE AND FOUR OF THIS DOCUMENT FOR INSTRUCTIONS ON HOW TO ACCESS YOUR CERTIFICATE OF COMPLETION (YOU WILL NEED YOUR AAP ID NUMBER AND PASSWORD)

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STEP-BY-STEP INSTRUCTIONS TO ACCESS THE CERTIFICATE OF COMPLETION

Once the course is completed, follow these steps to access your certificate of completion. Your certificate must display the following information in order to receive credit: *your* name, course title, hours, completion date, expiration date and certificate ID. Credit will be awarded upon receipt of this certificate; an Evaluation Form is **NOT** required. Your certificate must be turned in within **30 days** of completion.

TECHNICAL REQUIREMENTS-Adobe Reader 8 or later

Go to this website address to access the certificate www.pedialink.org

1. From the home page, enter your AAP Login number and password then click the orange and blue **“Log In”** button
2. Authentication in progress please wait.....and then the Pedia Link Online Center for Lifelong Learning page will be displayed and it will say “Welcome, you are signed in as **“YOUR NAME”** from this page, click on the green **CME** tab (second tab from the left, after the “home” tab)
3. Your CME activity and registered CME courses will be displayed. You will see the course **“Reducing the Risk of SIDS in Child Care”** displayed, click on the **“Launch”** button (to the right of the course title)
4. This will take you to a new screen and it will read **“Welcome to Reducing the Risk of SIDS in Early Education and Child Care”** at the top of the page. There will be a blue menu at the left side of the screen. Click on the blue link **“Claim Credit or Contact Hours”**
5. This will take you to a new screen and it will read **“Claim Credit”** at the top of the page. In the third paragraph (in the box) under **“Child Care Providers,”** click on the blue **“PRINT CERTIFICATE”** icon.
6. A pop-up window will be displayed that reads **“Opening Certificate_Print.pdf”** at the top of the box. Select **“Open with Adobe Reader 9.5** (or any Adobe Reader that is 8 or later) and then click on the **“OK”** button. Your certificate will then be displayed in PDF format and you can print the certificate out or save it to your computer. Please see page four for certificate submission details.

Your certificate will look like this:

(This certificate may look a little different, as it has been updated recently)



Please mail, fax or scan and email a copy of the certificate to receive STARS credit and to fulfill your SIDS training requirement for the current biennium. Our mailing address is: 3116 Old Faithful Rd, Ste. 100 Cheyenne, WY 82001, fax number is 307-635-2306, or you can scan and email your certificate to Rose Martin at rmartin@wykids.org.

The SIDS training offered by The Academy of Pediatrics can only be taken once. If you are required to take SIDS training in the future, you will need to take it through a different source. Here are a few other SIDS training options:

- Check the Training Calendar for a live class at www.wykids.org
- “Safe Sleep: Reducing the Risk of Sudden Infant Death Syndrome in Child Care Settings” through the Texas A&M AgriLife Extension Services. The website is: http://extensiononline.tamu.edu/courses/child_care.php. There may be a small course or certificate fee for this class.
- “Preventing Sudden Infant Death Syndrome and Promoting Safe Sleep” sponsored through Professional Development Program: Rockefeller College, University of Albany. Access the course here: http://www.ecetp.pdp.albany.edu/elearn_catalog.shtm

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