

# CAREGIVERS, E-TRACK IS ON ITS WAY!



E-Track, the OCWTP's online learning management system, is rolling out soon. So what do caregivers need to know about this exciting new system?

## **All Publicly-Licensed Ohio Caregivers Will Have Records in E-Track.**

While every public caregiver will have an E-Track record, if we have your email address, you will also be able to log into E-Track from anywhere with Internet access. This will allow you:

- the ability to instantly access your training record;
- the ability to search and register for training;
- the ability to access OCWTP-developed online learning;
- the ability to monitor your training plan;
- and the ability to complete online learning evaluations and receive instant digital certificates after completion of training.

## **No Email Address Means No Online Access to E-Track.**

In order to get the full benefit of E-Track, you will want to be a login user. That means we need your current email address so we can assign you a username and password to access E-Track online. You may have already been contacted by your Regional Training Center or a county liaison. If not, be sure to contact your Regional Training Center today with your email address.

## **How Soon Can I Start Logging into E-Track?**

E-Track will first be rolled out to RTCs and child welfare staff, before it is rolled out to caregivers. However, we are creating your E-Track records right now for Regional Training Centers to use administratively, so we need your email address as soon as possible!

## **What If I Don't Have a Computer and/or an Email Address?**

If you don't have computer access at home or work, your local library has computers you can use to get online, create and check email, and access E-Track. You can set up a free email account through gmail.com. All that's required is a first and last name (and you can even just use a first initial if you want).

Even if you don't have an email address, you will still have an E-Track record that contains your training history and your training plan. Without email/internet access, you will need to contact your Regional Training Center to receive printouts of your training history and training plan. You will also continue to contact your Regional Training Center or county liaison to register for training, and will continue to complete paper surveys after training.

## **What If I Was Licensed through a Private Agency?**

Privately-licensed caregivers will not have records in or online access to E-Track. However, you can still register for OCWTP training on a space-available basis by contacting your Regional Training Center or county liaison.