

Follow the link provided or copy and paste into your URL:

<https://learningportal.hhs.texas.gov/>

Once you are on the website, click on “Medicaid Long Term Services and Supports Training”

Vision

We envision a health and human services enterprise that works better and costs less. Toward this goal, we will seek input and build partnerships with local communities, advocacy groups, and the private and not-for-profit sectors to put in place solutions that emphasize program efficacy and personal responsibility. We also envision a highly coordinated Health and Human Services (HHS) system driven by motivated and talented workers focused not only on sound processes and procedure, but also on results.

Welcome to HHS System Learning Portal!

The HHS System online learning portal provides a broad array of courses designed to help maximize your knowledge regarding HHS services and programs. The learning portal offers a convenient way to take training online. This allows easy access to relevant topics and authorized trainings by HHS agencies. The HHS System Learning Portal offers:

1. Easy-to-follow curriculum in an online format, and
2. Printable course completion certificates, which may include CEU credit, if applicable.

Search courses:

Course categories

▾ Collapse all

▾ Health and Human Services Commission Courses

- [2019 Quality in Long-Term Care Conference \(1\)](#)
- [Person-Centered Training \(2\)](#)
- [PASRR Training \(14\)](#)
- [Electronic Visit Verification Training](#)
- [Contractor Training \(1\)](#)
- [Substance Abuse Training \(1\)](#)
- [County Jail Reporting Training \(1\)](#)
- [Medicaid Long Term Services and Supports Training \(1\)](#)
- [Local Intellectual and Developmental Disability Authority Training](#)

▾ Department of Family and Protective Services Courses

- [Prevention and Early Intervention \(PEI\) \(2\)](#)

Next, click on “ANE Competency Training and Exam”

The screenshot displays the Texas Health and Human Services Online Learning interface. At the top left is the Texas Health and Human Services logo. Below it, the text 'English - United States (en_us)' and a 'Log in' button are visible. A breadcrumb trail reads: 'Home > Courses > Health and Human Services Commission Courses > Medicaid Long Term Services and Supports Training'. The main heading is 'Medicaid Long Term Services and Supports Training'. Below this is a dropdown menu for 'Course categories' set to 'Health and Human Services Commission Courses / Medicaid Long Term Services and Supports Training'. A search bar with the text 'Search courses:' and a 'Go' button is present. The search results list one course: 'ANE Competency Training and Exam (online)', which is highlighted with a red rectangular box. A red arrow points from this box to the search bar. Below the course title is a brief description: 'This training is designed to meet the basic ANE training requirements for staff providing direct care in a community setting. By the end of the training, staff should be able to identify which acts constitute ANE, how to recognize ANE, understand risk factors for ANE, and what methods can be used to address ANE. Additionally, this training includes an introduction to trauma and its impact on the people we serve.' Below the description is a paragraph: 'Service providers must complete a test with a score of 80 percent or higher. A training certificate can be printed at the end of this training and kept in staff personnel files to meet training requirements. Additionally, an email will be sent to HHSC to document completion of this training.' At the bottom right of the page is another 'Log in' button.

Now, "Create new account"

HHS Learning Portal English - United States (en_us) ▾

Home > Log in to the site

Log in

Username / email

Password

Remember username

[Forgotten your username or password?](#)

Cookies must be enabled in your browser

Is this your first time here?

You must create an account for accessing any training on this portal.

If you have problem getting your new account confirmed, make sure your email provider allows emails from the domain:

learningportal.dfps.state.tx.us

You will be asked to set a password for access. The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #

This system relies on automatic emails that will be sent to the email account you used to create your login account. To ensure correct functioning, please ensure that your email box will accept automatic emails from noreply@learningportal.dfps.state.tx.us by adding this address to your system's "safe list."

Fill out all required information and create account.

HHS Learning Portal English - United States (en_us) Log in

New account

▼ Choose your username and password

Username

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as *, -, or #

Password

▼ More details

Email address

Email (again)

First name

Last name

City/town

Country

There are required fields in this form marked

Now you must wait for the email to register your account. It typically takes 15-20 minutes to receive the email.

https://mail.google.com/mail/?tab=rm&ogbl#inbox

Gmail

Search mail

Compose

Inbox 1

Starred

Snoozed

Sent

Drafts

More

con +

Primary Social Promotions

Admin User (via Le...)

HHS Learning Portal: account confirmation - HHS Learning Portal

A new account has been requested at 'HHS Learning Portal' using your email address. To confirm your new account, plea... 12:16 PM

10% Setup progress

Account Created

Choose a theme

Learn how to use Gmail

Import contacts and mail

Get Gmail for mobile

Change profile image

No recent chats
Start a new one

Once you open the email click on the first blue hyper link.

The screenshot shows a Gmail interface with an email titled "HHS Learning Portal: account confirmation". The sender is "Admin User (via Learning Portal)". The email body contains the following text:

Hi [REDACTED],

A new account has been requested at 'HHS Learning Portal' using your email address.

To confirm your new account, please go to this web address:

[https://learningportal.dfps.state.tx.us/login/confirm.php?data=mk.J0eM7hDlmbJk7/\[REDACTED\]](https://learningportal.dfps.state.tx.us/login/confirm.php?data=mk.J0eM7hDlmbJk7/[REDACTED])

In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

If you need help, please contact the site administrator.

Admin User
JANETTE.DIMITROVA@dfps.state.tx.us
<https://learningportal.dfps.state.tx.us/mod/book/view.php?id=2>

At the bottom of the email, there are "Reply" and "Forward" buttons. A red box highlights the confirmation link, and a red arrow points to it from the right side of the image.

Log in with your username and password and click on “enroll me”.

The screenshot displays the Texas Health and Human Services Online Learning interface. At the top left is the Texas Health and Human Services logo. The main header features a keyboard background with a prominent green key labeled "Online Learning". Below the header, a navigation breadcrumb trail reads: "Dashboard > Courses > Health and Human Services Commission Courses > Medicaid Long Term Services and Supports Training > ANE Competency > Enroll me in this course > Enrollment options".

The main content area is titled "ANE Competency Training and Exam (online)" in red. Underneath, the "Enrollment options" section is expanded to show "Self enrollment (Student)". A red box highlights the "Enroll me" button at the bottom of this section. The text above the button states: "No enrollment key required."

On the right side, an "ADMINISTRATION" sidebar is visible, containing a dropdown menu for "Course administration" with an option to "Enroll me in this course".

The first step is “ANE competency training. Once you have completed the training click “Final Test for ANE competency training” to take the test.

The screenshot shows the user interface for the ANE Competency Training and Exam. At the top left is the Texas Health and Human Services logo. The page title is "ANE Competency Training and Exam (online)". A progress bar on the right shows the course is partially completed. The main content area is divided into three steps:

- Step 1: Main Presentation**: A red arrow points to a button labeled "ANE Competency Training". A large red number "1" is placed below this button.
- Step 2: Knowledge Assessment**: A red arrow points to a button labeled "Final Test for ANE Competency Training". A large red number "2" is placed below this button.
- Step 3: Evaluation and Certificate**: This section contains two items, both marked as "Restricted":
 - Training Evaluation for ANE Competency Training
 - Certificate for ANE Competency Training

On the right side of the page, there is a "PROGRESS BAR" and an "ADMINISTRATION" section with a link "Unenroll me from ANE Competency Training".

If you fail on your first attempt, you can review your incorrect answers and immediately try again.

[Dashboard](#) > [My courses](#) > [ANE Competency](#) > [Step 2: Knowledge Assessment](#) > [Final Test for ANE Competency Training](#)

ANE Competency Training and Exam (online)

Final Test for ANE Competency Training

Please complete this test after completing either the HHSC ANE training or training offered by your provider agency. The HHSC training fulfills the requirements that personnel are trained on and knowledgeable of:

- acts that constitute abuse, neglect, and exploitation;
- signs and symptoms of abuse, neglect, and exploitation; and
- methods to prevent abuse, neglect, and exploitation;
- how to report ANE

A minimum score of 80% is required to pass the test. After receiving 80% or higher on this exam, you may print a certificate to keep in your file as documentation of ANE competency.

Grading method: Highest grade

Summary of your previous attempts

Attempt	State	Points / 50.00	Grade / 100.00	Review	Feedback
1	Finished Submitted Wednesday, July 3, 2019, 12:23 PM	0.00	0.00	Review	Sorry, you did not earn a passing score on the final test. You may want to review the main presentation before retaking the final test.

Highest grade: 0.00 / 100.00.

Overall feedback

Sorry, you did not earn a passing score on the final test. You may want to review the [main presentation](#) before retaking the final test.

[Re-attempt quiz](#)



Once you pass the test you will have to take the course evaluation.. The evaluation is required in order to obtain your certificate.

Final Test for ANE Competency Training

Please complete this test after completing either the HHSC ANE training or training offered by your provider agency. The HHSC training fulfills the requirements that personnel are trained on and knowledgeable of:

- acts that constitute abuse, neglect, and exploitation;
- signs and symptoms of abuse, neglect, and exploitation; and
- methods to prevent abuse, neglect, and exploitation;
- how to report ANE

A minimum score of 80% is required to pass the test. After receiving 80% or higher on this exam, you may print a certificate to keep in your file as documentation of ANE competency.

Grading method: Highest grade

Summary of your previous attempts

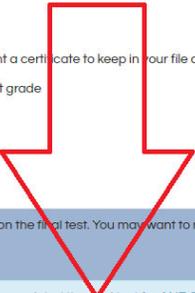
Attempt	State	Points / 50.00	Grade / 100.00	Review	Feedback
1	Finished Submitted Wednesday, July 3, 2019, 12:23 PM	0.00	0.00	Review	Sorry, you did not earn a passing score on the final test. You may want to review the main presentation before retaking the final test.
2	Finished Submitted Wednesday, July 3, 2019, 12:35 PM	45.00	90.00	Review	Congratulations! You have successfully completed the final test for ANE Competency Training. In order to proceed to the next step of the training, please complete the course evaluation by selecting this link .

Highest grade: 90.00 / 100.00.

Overall feedback

Congratulations! You have successfully completed the final test for ANE Competency Training. In order to proceed to the next step of the training, please complete the [course evaluation by selecting this link](#).

[Re-attempt quiz](#)



Once you complete the evaluation it will take you to the page to get your certificate.

You may print or save your certificate and send a copy to Touch of Class via email or fax.

The screenshot shows the Texas Health and Human Services website interface. At the top left is the Texas state seal logo, followed by the text "TEXAS Health and Human Services". Below this is a language dropdown menu set to "English - United States (en_us)". A breadcrumb trail reads: "Dashboard > My courses > ANE Competency > Step 3: Evaluation and Certificate > Certificate for ANE Competency Training". The main heading is "ANE Competency Training and Exam (online)". Below this, a congratulatory message states: "Congratulations! You have successfully completed PASRR PEraining. Print out the certificate by selecting the 'Get your certificate' button below. This will generate a pdf of your Certificate and you can download or print it for your records." Underneath is a section titled "Summary of previously received certificates" with a table. The table has a header "Issued" and one entry: "Wednesday, July 3, 2019, 12:38 PM". Below the table, a note says "Click the button below to open your certificate in a new browser window." A light blue button labeled "Get your certificate" is highlighted with a red rectangular box. A large red arrow points from the top of the page down to this button.

Once completed, you can access a copy of your certificate at any time on the website.

English - United States (en_us) | Health and Human Services | Kayla

Dashboard > My courses > ANE Competency

ANE Competency Training and Exam (online)

Your progress

Welcome

This training is designed to meet the basic ANE training requirements for staff providing direct care in a community setting. By the end of the training, staff should be able to identify which acts constitute ANE, how to recognize ANE, understand risk factors for ANE, and what methods can be used to address ANE. Additionally, this training includes an introduction to trauma and its impact on the people we serve. Service providers must complete a final test with a score of 80% or higher. A training certificate can be printed at the end of this training and kept in staff personnel files to meet training requirements.

This training will take about one hour to complete. To receive credit for this course and obtain your certificate of completion, please complete each of the three steps below, or proceed directly to the competency exam if you are ready.

Step 1: Main Presentation

Select the link below to access and complete the main presentation.

ANE Competency Training

Step 2: Knowledge Assessment

Select the link below to access and complete the final test.

Final Test for ANE Competency Training

Step 3: Evaluation and Certificate

To record your completion of this course and obtain your course certificate (below), please complete this brief course evaluation:

Training Evaluation for ANE Competency Training

Restricted Not available unless: You achieve a required score in Final Test for ANE Competency Training

Certificate for ANE Competency Training

In order to complete the test via a mobile device you must type in the full address. The https:// is essential to this working on a mobile device. Do not include www.

<https://earningportal.dfps.state.tx.us>

Both portions, the trainings as well as the test require you to be use the “desktop version”. With iphones this is usually the default mode on the browser. On an android device you will need to adjust this in your browser settings to “request desktop site” once you are already on the website.

Once completed you can open a PDF version of your certificate which you must then email to the appropriate address.