

Basic Training 9

Learn how to successfully complete your required training.



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Congratulations on joining a community of tens of thousands of caregivers who are making a big difference for so many.

The 9-hour Basic Training program, known as Basic Training 9, is required training for respite caregivers.

Access Your Online Account

Go to myseiu.be/bt9online.

- Use the email address you gave when you were hired.
- Your temporary password is **Summer2022**.

Press Sign In.

The screenshot shows the login page for SEIU 775 Benefits Group. At the top is the logo and the text 'SEIU 775 BENEFITS GROUP'. Below that is a navigation bar with 'HOME' and 'CONTACT US'. The main content area has two input fields for 'Email' and 'Password'. Below these fields are two buttons: 'Sign In' and 'Create Account'. A link for 'Having trouble logging in? Reset Your Password' is also present. At the bottom, there is an important notice: 'IMPORTANT: You are NOT able to get credit for online CE's until you get an email from SEIU 775 Benefits Group.'

You will need to update your password when you sign in for the first.

Press Set Password.

The screenshot shows the 'Set Password' page. It features the SEIU 775 Benefits Group logo and a message: 'You have reached this page because you or an administrator requested to change your password.' There are two input fields: 'New Password' and 'Confirm New Password'. A 'Set Password' button is located at the bottom.

After reviewing the User License Agreement, press Agree to continue.

The screenshot shows the 'DigitalChalk Customer End User License Agreement' page. It includes the SEIU 775 Benefits Group logo and a detailed text agreement. At the bottom, there are two buttons: 'Agree' and 'Logout'.

On the next page, you will see your BG Person ID, date of birth, phone number, and address. Your information will already appear on the screen.

Important:

- You CANNOT change your BG Person ID. This is how you receive credit for your training.

Press Next. You can now begin your training!

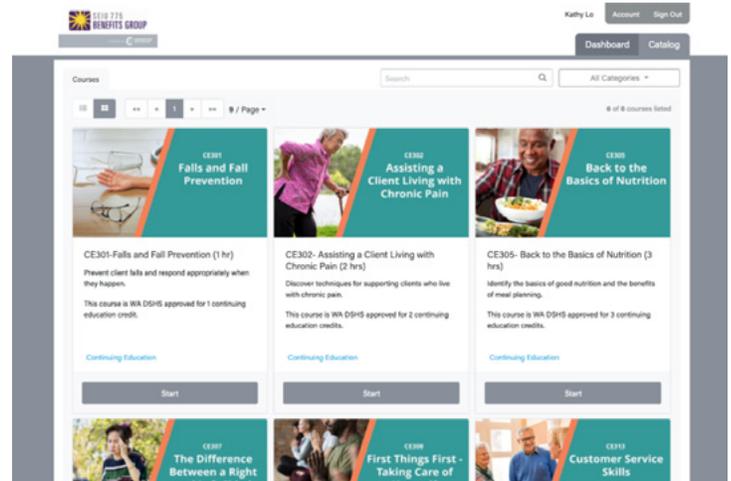
The screenshot shows a form titled 'Let's capture a bit more information.' It contains several input fields: 'Address', 'BG Person ID *', 'Date Of Birth *', 'Phone Number *', 'Street 1 *', 'Street 2', 'City *', 'State/Province *', and 'Postal Code *'. A 'Next' button is located at the bottom left of the form.

Enrolling in Courses

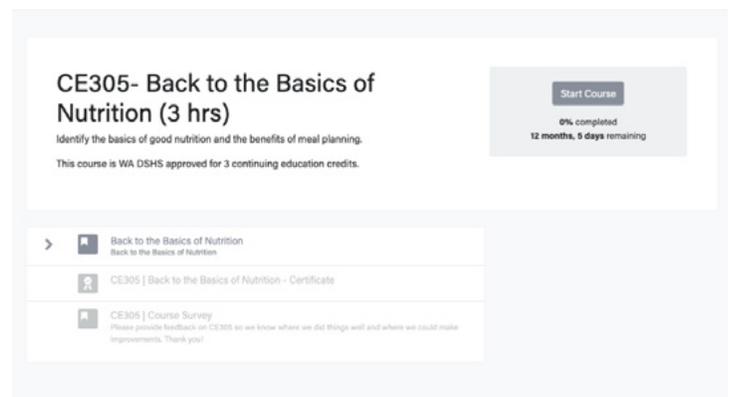
From the Catalog, you will be able to see all of the available courses.

The course card includes the number of hours and a brief course description.

- To move to a different page on the catalog, press on the arrow next to the number.
- When you see a course you would like to take, press Start.



From the course page, press on Start Course.



If you exit the course, you can go back to it from your Dashboard.

Here, you will see all of the courses you are currently completing.

You will need to complete 9 hours to finish your training.

