

Course Enrollment – VFC Trainings

www.NYlearnsPH.com

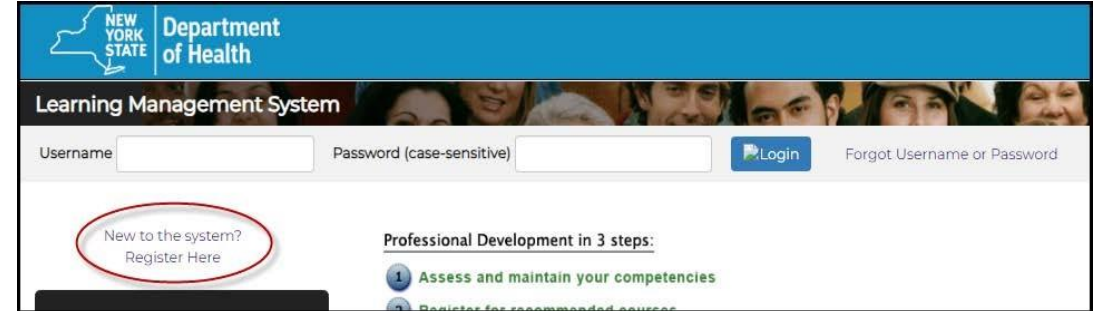


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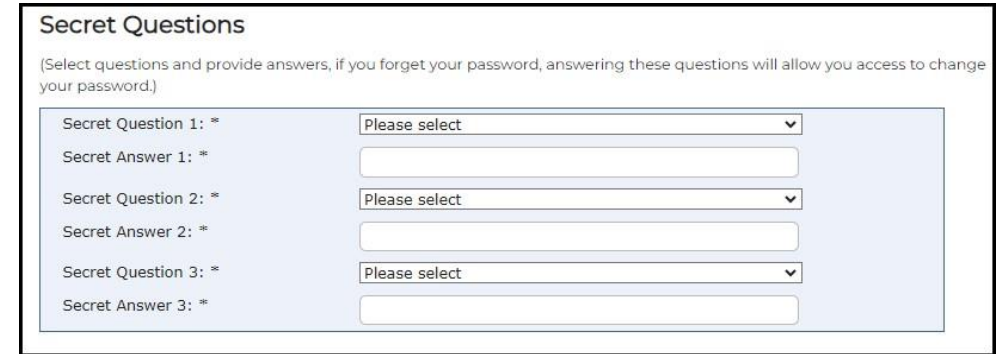
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New Users: Register for an LMS account

- Go to <https://www.NYLearnsPH.com>
- Select “[New to the System? Register Here](#)”
- Complete the registration form
- Choose your own Username (something you will remember) and Password (case-sensitive)
- Fill in all required fields (denoted with an asterisk*)
- **Ensure you add your VFC PIN and role information to your user profile (see [page 8](#) for more info)**

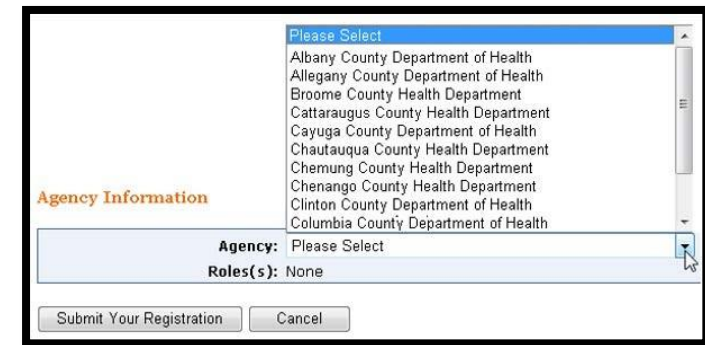


- When selecting Secret Questions:
 - Avoid Favorites (they change) and answers that can be abbreviated (easily forgotten)
 - Answer as best as you can
- **Optional (NOT required for VFC):** Assign yourself to an *Agency*
 - Drop down Agency list is found at the bottom of the registration page
- Click “*Submit Your Registration*”
- Accept “*User Agreement*”



Secret Questions
(Select questions and provide answers, if you forget your password, answering these questions will allow you access to change your password.)

Secret Question 1: *	Please select
Secret Answer 1: *	<input type="text"/>
Secret Question 2: *	Please select
Secret Answer 2: *	<input type="text"/>
Secret Question 3: *	Please select
Secret Answer 3: *	<input type="text"/>



Agency Information

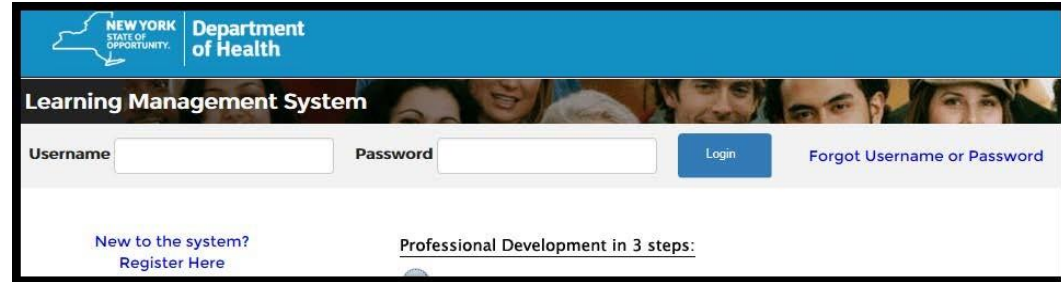
Agency: Please Select
Roles(s): None

Submit Your Registration Cancel

Please Select
Albany County Department of Health
Allegany County Department of Health
Broome County Health Department
Cattaraugus County Health Department
Cayuga County Department of Health
Chautauqua County Health Department
Chemung County Health Department
Chenango County Health Department
Clinton County Department of Health
Columbia County Department of Health

Returning Users: Log In

1. Go to <https://www.NYLearnsPH.com>
2. Log in with your **Username** and **Password**

The screenshot shows the login interface for the NYLearnsPH Learning Management System. At the top, there is a blue header with the New York State logo and the text "NEW YORK STATE OF OPPORTUNITY. Department of Health". Below the header, the title "Learning Management System" is displayed. The main area contains two input fields labeled "Username" and "Password", a blue "Login" button, and a link "Forgot Username or Password". At the bottom, there are two links: "New to the system? Register Here" and "Professional Development in 3 steps:".

- Once you are logged in, please click “Welcome, <your name>” then “Edit Profile”. Ensure you add your VFC PIN and role information to your user profile (see [page 8](#) for more info)
3. If you have forgotten your Username or Password:
 - Do **not** create a duplicate account.
 - Click "Forgot Username or Password" and **go to pages [6](#) & [7](#)** for instructions.
 - If you have trouble, contact LMS Administrators for assistance:
 - Email: edlearn@health.ny.gov or Call: 518-473-4223 and select Abbey Greenbaum from the phone tree. Provide phone number and time you can be reached.

Username Retrieval

- Click "Forgot Username or Password"
- **Username Retrieval**
 - Last Name, First Name
 - Use the email address you used when you registered
 - Note: You will need your Username to change your Password.
 - Go to next page for Password Change instructions



Username Retrieval

If you do not remember your username, it can be retrieved by entering your first name, last name, and email address.

Last Name:

First Name:

Email:

Password (Change)

- Click "Forgot Username or Password"
- **Password Change** (not retrieval)
- Enter Username to display the three secret questions
- Answer and submit. An email will be sent with a link to change your password.
- If you have trouble answering your secret questions:
 - Do **not** create a duplicate account!
 - Contact LMS Administration:
 - Email: edlearn@health.ny.gov or call: 518-473-4223
 - Leave a phone number and time when you can be reached



Password Retrieval

Please enter your username and answer your 3 secret questions. Instructions on how to change your password will be emailed to the email address you have provided in your LMS profile.

Username:

First name of your Mother's Mother?

Last name of favorite author when you were in school?

First name of childhood best friend?

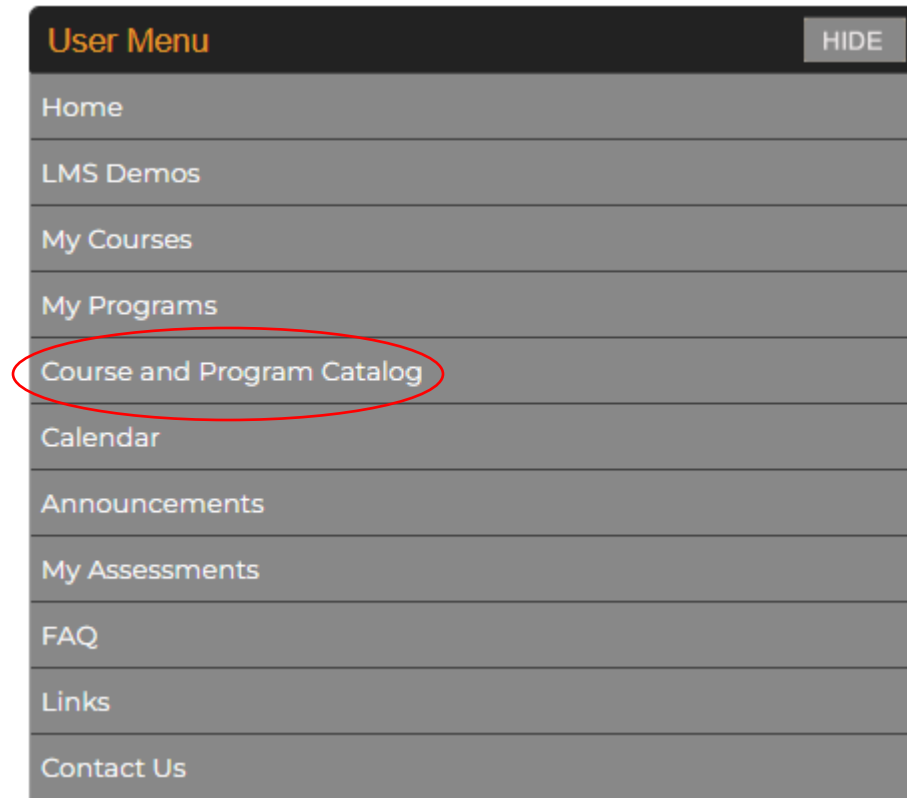
******IMPORTANT FOR BOTH NEW AND RETURNING USERS******

To be credited for completing these trainings, when you create an account/update an existing account:

1. Enter your NYS Vaccine Program PIN before organization/company name within the registration process. (i.e.: 12345 ABC Family Medicine).
 - If you are the medical director, primary vaccine coordinator or backup vaccine coordinator for two PIN numbers at the *same* site, please list both PINs before your organization name, separated by a comma (i.e.: 12345,78910 ABC Family Medicine)
2. Enter your role (medical director or equivalent, coordinator or backup coordinator after your last name (i.e. Smith – primary vaccine coordinator).
3. If you already have an account, please log in and edit your profile on the upper right of the main page so that it reflects your current organization/company, PIN, and work address.

Certificates will be generated upon successful completion of the trainings. Please maintain the certificates and be prepared to make available upon request.

Using the Course and Program Catalog



- Select ***Course and Program Catalog*** from the navigation menu on the left side of the screen.

- The simplest way to ensure you are enrolling for the right courses is to select a program from the “Program Catalog”:

Course Catalog

[Course Catalog](#) |
 [Program Catalog](#) |
 [Advanced Search](#) |
 [Recommended Courses](#) |
 [Required Courses](#)

- You will see two options:
 - “2025 NYS VFC Trainings - Required for newly enrolling providers AND changes in staff”
 - “2025 VFC Trainings – Annual Recertification”

Program Catalog

To find more courses, you may browse your [Recommended Courses](#) list, or view the the [Course Catalog](#).

Program	# Courses	Program Admin	My Status
2020 Supervising Public Health Nurse (SPHN) CE Program	12	Thomas Reizes	
2025 NYS VFC Trainings - Annual Recertification	5	Daniel Noonan	
2025 NYS VFC Trainings - Required for newly enrolling providers AND changes in staff	14	Daniel Noonan	
Center for Environmental Health Overview	7	Michele Passonno	
Centers for Disease Control and Prevention's (CDC) Crisis & Emergency Risk Communication (CERC)	8	Rachel Colburn	
CHEMPACK Overview & EMS Deployment in NYS	2	Anne D'Angelo	

- Click whichever applies to you, and you will then have the option for one-click enrollment for all the required courses.
- The example below shows the “2025 NYS VFC Trainings – Annual Recertification” which is required for currently enrolled providers, with no changes in key program staff.

Program Enrollment

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

2025 NYS VFC Trainings - Annual Recertification

This is the program description page for the 2025 NYS VFC Trainings - Annual Recertification. If you need, or would like, to participate in this program you must enroll in all of the program courses. Scroll to the bottom of the page to review the program course table and click on the button labeled "One Click Program Enrollment."

Contact Hours

1.25

Target Agency

All Agencies

Program Description

This program encompasses the five required VFC trainings for enrolled providers as part of the annual recertification process.

Program Documents

View Document	Description
VFC Provider Training Links and Resources (263k)	This resource document houses all of the links and resources referenced throughout the trainings. This is the same document included with the individual trainings.

Co-sponsored By

- Vaccines For Children

- Scroll down until you see “One Click Program Enrollment”:

Co-sponsored By

- Vaccines For Children

[Back to Top](#)

Course Status Table

Status	Date	Course	Course #	Format(s)	Categories
Not Enrolled		NYSVFC-02 - VFC Provider Requirements	NYSVFC-02	On Demand Recordings	Infectious Disease/Immunizations
Not Enrolled		NYSVFC-04 - The Vaccine Cold Chain	NYSVFC-04	On Demand Recordings	Infectious Disease/Immunizations
Not Enrolled		NYSVFC-09 - Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport	NYSVFC-09	On Demand Recordings	Infectious Disease/Immunizations
Not Enrolled		NYSVFC-10 - Managing Vaccine Inventory	NYSVFC-10	On Demand Recordings	Infectious Disease/Immunizations
Not Enrolled		NYSVFC-11 - Vaccine Orders	NYSVFC-11	On Demand Recordings	Infectious Disease/Immunizations

One Click Program Enrollment

- You will then see:

Program Enrollment

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

You have successfully enrolled in this program: 2025 NYS VFC Trainings - Annual Recertification. You may begin working on these courses at any time by visiting [my programs - program details page](#).

- Click on “My Programs” to view and launch each course in your selected Program.

My Current Courses in This Program

Course Name	Enrollment Date	Contact Admin	Section	Activities/Quizzes
NYSVFC-02 - VFC Provider Requirements VFC Provider Requirements On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-02 - quiz due
NYSVFC-04 - The Vaccine Cold Chain The Vaccine Cold Chain On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-04 - quiz due
NYSVFC-09 - Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-09 - quiz due
NYSVFC-10 - Managing Vaccine Inventory Managing Vaccine Inventory On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-10 - quiz due
NYSVFC-11 - Vaccine Orders Vaccine Orders On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-11 - quiz due

- Remember to complete the quiz after each training!

- While it recommended that you enroll in a program, you can also search for each individual course in the Course Catalog:

Course Catalog

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

There are currently 2074 courses offered in the Course Catalog. View all courses or search or browse for specific types of courses.

Browse Catalog By Category

View All Courses

- Accreditation
- Administration
- Chronic Disease
- Climate and Health
- Communicable Disease
- Communication
- Core Public Health
- Early Intervention
- Emergency Preparedness
- Emergency Preparedness - FEMA
- Environmental Health
- Epidemiology/Surveillance

OR Search Catalog Query

Course Keyword Search

NYSVFC

Course Format

Any Format

Course Category

View All Courses

Search

Not necessary when searching by keyword

- Search for VFC courses using the **Keyword** search
- Type “NYSVFC” to view full list of available Vaccines for Children (VFC) trainings.
- Results will be returned by Category regardless of use of filters.

Current VFC Trainings:

LMS Training #	Training Title	Newly Enrolling Providers/Change In Staff	Annual Recertification
NYSVFC-01	VFC Program Background, Personnel and Training	X	
NYSVFC-02	VFC Provider Requirements	X	X
NYSVFC-03	Vaccine Management Plans	X	
NYSVFC-04	The Vaccine Cold Chain	X	X
NYSVFC-05	Selecting Vaccine Storage Units	X	
NYSVFC-06	Setting up Vaccine Storage Units	X	
NYSVFC-07	Selecting Temperature Monitoring Equipment	X	
NYSVFC-08	Temperature Monitoring Device Calibration	X	
NYSVFC-09	Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport	X	X
NYSVFC-10	Managing Vaccine Inventory	X	X
NYSVFC-11	Vaccine Orders	X	X
NYSVFC-12	Accepting Vaccine Deliveries	X	
NYSVFC-13	Vaccine Returns and Wastage	X	
NYSVFC-14	Vaccine Preparation	X	

LMS Home Page

- Anytime you log in to the LMS you will be brought to the Home Page
- **My Current Courses** table can be seen on the right side of the Home Page
- **My Courses and My Programs** can also be accessed through the main navigation menu on the left

The screenshot displays the LMS Home Page interface. At the top, there is a blue header with the New York State Department of Health logo on the left, the text "Department of Health" in the center, and a user profile on the right showing "Welcome, Daniel Noonan" and a "Logout" button. Below the header is a dark banner with the text "Learning Management System" and a background image of diverse people. On the left side, there is a "User Menu" with a "HIDE" button. The menu items are: Home, LMS Demos, My Courses (circled in red), My Programs (circled in red), Course and Program Catalog, Calendar, Announcements, My Assessments, FAQ, Links, and Contact Us. The main content area is divided into three columns. The first column has buttons for "Start Assessment" and "Help / More Info", followed by an "Announcement" section with several links. The second column is titled "My Current Courses" (circled in red) with a "Hide" button. It lists several courses with "Launch Course" buttons: NYSVFC-08 - Temperature Monitoring Device Calibration, NYSVFC-07 - Selecting Temperature Monitoring Equipment, NYSVFC-06 - Setting Up Vaccine Storage Units, NYSVFC-05 - Selecting Vaccine Storage Units, NYSVFC-03 - Vaccine Management Plans, NYSVFC-11 - Vaccine Orders, NYSVFC-09 - Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport, and NYSVFC-04 - The Vaccine Cold Chain.

My Courses

- **My Courses** is where you access your learning transcript, including current and completed courses, current and completed programs, etc.
- From **My Current Courses** (default from the drop-down menu) you can **Launch** (or **Unenroll from**) courses, view **Section Details**, use the **Messaging** tool, and complete **Quizzes/Activities**.

My Current Courses

My Current Courses ▾

To find more courses, you may browse your [Recommended Courses](#) list, the [Course Catalog](#) , or view the [Program Catalog](#) for a list of available programs and their corresponding courses.

Filter by Keyword

Filter by Format

Any Format ▾

Show Results

NYSVFC-08 - Temperature Monitoring Device Calibration

Launch Course

Section: Temperature Monitoring Device Calibration (On Demand Recordings, Ongoing)

Part of your Program(s): 2025 NYS VFC Trainings - Required for newly enrolling providers AND changes in staff

[✉ Messaging](#) [✕ Unenroll](#)

Activities/Quizzes:

NYSVFC-08 - quiz due

NYSVFC-07 - Selecting Temperature Monitoring Equipment

Launch Course

- From **My Completed Courses** (choose from drop-down menu) you can **Launch Courses** (for refresher), **View Certificates**, and **Rate Courses**.

My Completed Courses



Filter by Keyword Filter by Format [Show Results](#)

NYSDOH-HealthEquity - From Concepts to Practice: Health Equity, Health Inequities, Health Disparities & Social Determinants of Health			Launch Course
<p>Section: E-Learning (Self-paced Courses, Ongoing) Completion Date: 11/20/2019</p> <p>✉ Messaging 📄 View Certificate</p>	<p>Activities/Quizzes: Certify Completion - 100/100 100%</p>	<p>Your Course Rating: None - Rate This Course</p>	
NYSVFC-10 - Managing Vaccine Inventory			Launch Course
<p>Section: Managing Vaccine Inventory (On Demand Recordings, Ongoing) Part of your Program(s): 2025 NYS VFC Trainings - Required for newly enrolling providers AND changes in staff, 2025 NYS VFC Trainings - Annual Recertification Completion Date: 4/8/2025</p> <p>✉ Messaging 📄 View Certificate</p>	<p>Activities/Quizzes: NYSVFC-10 - quiz due</p>	<p>Your Course Rating: None - Rate This Course</p>	

My Programs

- **My Programs** is a landing page for any programs in which you are currently enrolled or have completed. You can access the trainings associated with your programs by clicking the program name:

My Programs

To find more courses, you may browse your [Recommended Courses](#) list, the [Course Catalog](#), or the [Program Catalog](#).

Pending Programs

Current Programs

2025 NYS VFC Trainings - Annual Recertification

Program Admin: [Daniel Noonan](#)
Enrollment Date: 4/4/2025
[✕ Leave Program](#)

2025 NYS VFC Trainings - Required for newly enrolling providers AND changes in staff

Program Admin: [Daniel Noonan](#)
Enrollment Date: 4/4/2025
[✕ Leave Program](#)

Completed Programs

No programs found



2025 NYS VFC Trainings - Annual Recertification

My Program Status: Enrolled

[Leave Program](#)

Program Admin: [Daniel Noonan](#)
 Program Documents and Details: [Show](#)

My Current Courses in This Program

Course Name	Enrollment Date	Contact Admin	Section	Activities/Quizzes
NYSVFC-02 - VFC Provider Requirements VFC Provider Requirements On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-02 - quiz due
NYSVFC-04 - The Vaccine Cold Chain The Vaccine Cold Chain On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-04 - quiz due
NYSVFC-09 - Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport Monitoring Vaccine Storage Unit Temperatures, Reporting Excursions, and Vaccine Transport On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-09 - quiz due
NYSVFC-11 - Vaccine Orders Vaccine Orders On Demand Recordings Launch Course Unenroll	4/3/2025	Email	Ongoing Details Messaging	NYSVFC-11 - quiz due

My Completed Courses in This Program

Incomplete evaluations may prevent you viewing a certificate of completion.
 Click "Rate This Course" to share your feedback with us.

Completed LMS Courses	Section	Completed View Certificate	Activities/Quizzes	Your Ratings
NYSVFC-10 - Managing Vaccine Inventory Managing Vaccine Inventory On Demand Recordings	Ongoing Details and Documents Messaging	4/8/2025 View Certificate	NYSVFC-10 - quiz due	Rate This Course

- You can view your current and completed courses, revisit completed courses, view and print your certificates, and rate each course.

Help/Contact Information

- If you have questions or issues accessing the LMS, or if you need assistance enrolling in any of the programs, please contact the NYS Department of Health – Office of Public Health Practice Workforce Development Staff:
 - Phone: 518-473-4223
 - Email: edlearn@health.ny.gov
- For Vaccine Program-specific inquiries, contact the NYS VFC Program directly:
 - Phone: 1-800-543-7468
 - Email: NYVFC@health.ny.gov
 - Fax: 518-449-6912