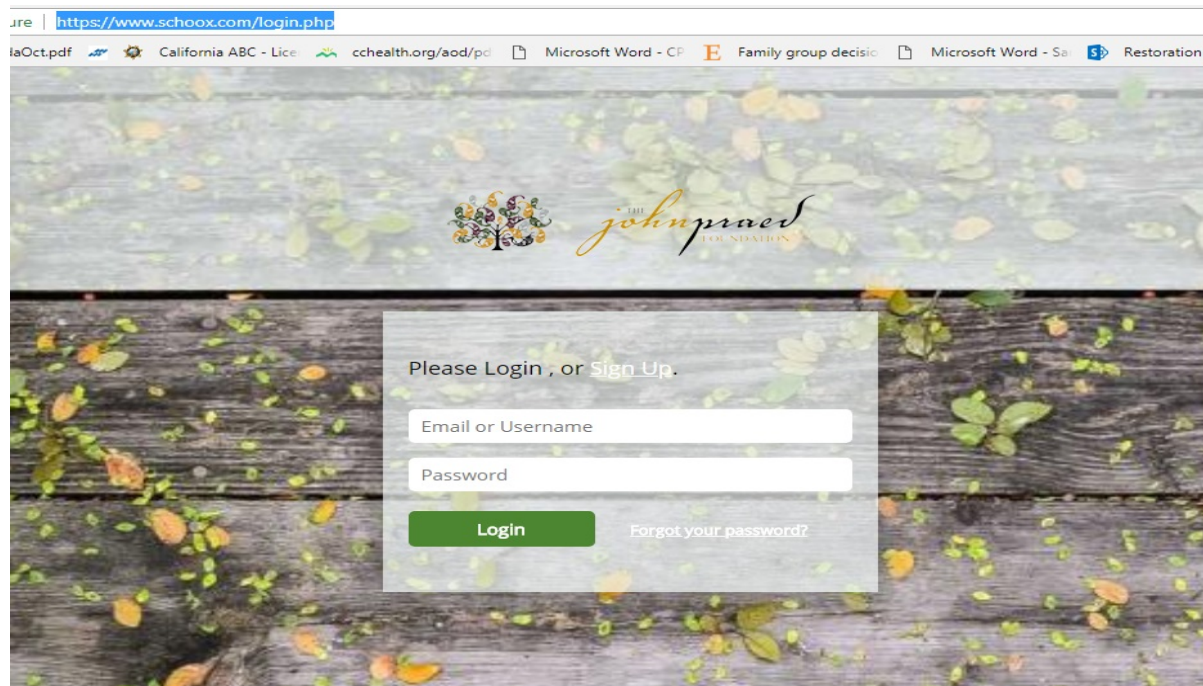


CANS and ANSA At-Home Training and Certification Instructions for Contra Costa Behavioral Health Services Providers

Contra Costa Behavioral Health Services providers who have never attended a Contra Costa CANS or ANSA 101 Training and wish to complete the online “do-it-yourself” training. Note that this online training course is an alternative to going to a live Zoom training with CANS and ANSA Trainers. It takes about 6 hours to complete but does not need to be completed in one sitting.



<https://www.schoox.com/academy/cansacademy>

1st Time User – How to Register

- Log in through <https://www.schoox.com/academy/CANSAcademy/register>
- To Register: Enter your information, including the primary email you use for **work**
- Choose a Country (United States of America), Region (California), then Agency (you can start typing in your agency name, and the drop down list should populate with your agency followed by ‘- Contra Costa County’. i.e., ‘**Mt. Diablo USD - Contra Costa County**’ or ‘**Contra Costa County Behavioral Health – Contra Costa County**’)
- After entering your information, check the *I’m not a robot* box
- Click *Sign up Now*

REMEMBER YOUR LOGIN INFORMATION!

Forgot Password

- If you have forgotten your password select the *Forgot Password* link and enter the email you used to register.
- A link to reset your password will be sent to the email associated with the account.
- Follow emailed instructions.
- If you don’t receive an email, you can contact *support@schoox.com*

****Schoox.com works best on Firefox or Chrome. Use on Internet Explorer is not recommended***

Enrolling in the “At-Home” Training

- Hover your mouse over “Training” and the following row of options should appear
- Click on “Bundles”

The screenshot shows the Schoox website interface. The top navigation bar includes links for Home, Me, Training, Content, Tools, Manage, and My Schoox. The 'Training' menu is expanded, showing options for My Training, Courses, Bundles, Curricula, and Events. A red arrow points to the 'Training' link, and another red arrow points to the 'Bundles' option. Below the navigation bar, there is a section for 'Online Academy' and a calendar for July 2019. The calendar shows events for various days, including '6a CANS-NY General Training' and '9a Contra Costa County Child and Adolescent Needs and Strengths (CANS)'.

Hi Claire

Calendar [Sync calendar] Choose Location Choose Agency Choose Category

Day View Week View Month View

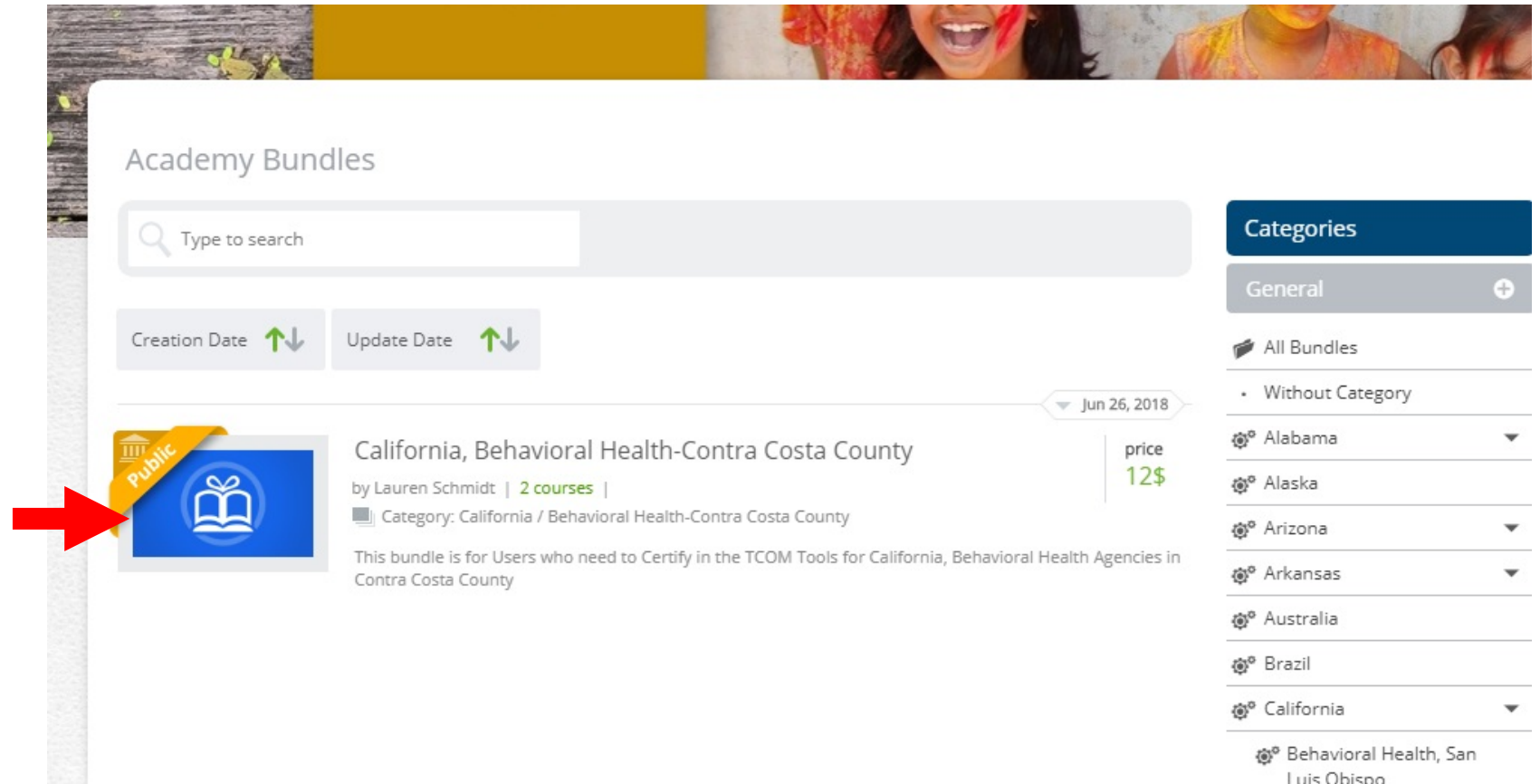
My events Type Zip Code or Address View All Events

July 2019 today < >

| Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|-----|-----|-----------------------------|---------------------------------|--|-----|-----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | | 6a CANS-NY General Training | 6a CANS-NY Supervisory Training | 9a Contra Costa County Child and Adolescent Needs and Strengths (CANS) | | |

Enrolling in the “At-Home” Training

- Click on “California, Behavioral Health- Contra Costa County”



The screenshot shows the 'Academy Bundles' page. At the top, there's a search bar with the placeholder 'Type to search'. Below it are two filters: 'Creation Date' and 'Update Date', each with up and down arrows. On the right side, there's a 'Categories' sidebar with a 'General' section and a list of categories including 'All Bundles', 'Without Category', and various states like Alabama, Alaska, Arizona, Arkansas, Australia, Brazil, and California. The main content area displays a bundle titled 'California, Behavioral Health-Contra Costa County' by Lauren Schmidt, consisting of 2 courses. The bundle is marked as 'Public' with a yellow tag and has a price of 12\$. A red arrow points from the text box on the left to the bundle's icon, which is a blue square with a white book icon.

Academy Bundles

Type to search

Creation Date ↑↓ Update Date ↑↓

Jun 26, 2018

California, Behavioral Health-Contra Costa County

by Lauren Schmidt | 2 courses | price 12\$

Category: California / Behavioral Health-Contra Costa County

This bundle is for Users who need to Certify in the TCOM Tools for California, Behavioral Health Agencies in Contra Costa County


Public

Categories

General +

- All Bundles
- Without Category
- Alabama
- Alaska
- Arizona
- Arkansas
- Australia
- Brazil
- California
- Behavioral Health, San Luis Obispo

Enrolling in the “At-Home” Training

This bundle is offered by:  Praed Foundation
Collaborative Training Website (CANS)

Redeem

\$12 /annually

| # of Users | Per User | Total |
|--------------------------------|----------|-------|
| <input type="text" value="1"/> | \$12 | \$12 |

Buy Now



- Enter the promo code in the box.
****If you do not already have a promo code, email your name and the name of the agency or clinic you work at to CANSPSC@cchealth.org***
- Select *Redeem*
- Once a valid promo code has been entered, the price will change to *Free* and you can select *Enroll*
- Click on the course

Enrolling in the “At-Home” Training

The screenshot displays a web interface for a training portal. At the top, there is a navigation bar with links: Home, Me, Training, Content, Tools, Manage, and My School. Below this is a filter bar with buttons for 'All Active', 'All Languages', 'Alphabetical A-Z', 'Creation Date', 'Update Date', and 'Priority'. A date filter 'Nov 8, 2018' is also present. The main content area lists three courses:

- Action Planning Development** (Public): 13 steps | 3 reviews. Description: 'This training goes over the approach for translating a completed TCOM tool (CANS, ANSA, FAST, etc...) into an Action Plan (e.g., case, service, treatment plan).' Date: Nov 8, 2018.
- Contra Costa CANS 1.0** (Private): 65 steps | No reviews. Description: 'This is the Contra Costa CANS Certification Course.' Progress bar and Total Time: 1:40:59. Date: Aug 9, 2018.
- California CANS 50 1.0** (Private): 31 steps | 3 reviews. Description: 'This is the California CANS 6-21 Certification Course.' Progress bar and Total Time: 0:10:02. Date: Jul 5, 2018.

On the right side, there is a sidebar with a 'General' tab and a list of filters including 'All Courses', 'Without Categc', and a list of states/regions: Alabama, Alaska, Arizona, Arkansas, Australia, Brazil, Canada, Casey Family P, Colorado, Compliance Co, Connecticut, Delaware, District of Colu (Washington D), England, and Florida.

- Select “Contra Costa CANS 1.0” **OR** “Contra Costa ANSA 1.0” depending on the training you need.

Navigating the “At-Home” Training

- Make sure to download the **CANS** or **ANSA Manual** and other helpful guides in the “Supplemental materials” section if you don’t have them already
- You will need to reference your **CANS** or **ANSA Manual** when doing the test

Home Me Training Content Tools Manage My School

EN

Contra Costa CANS 1.0

65 Steps 4 Supplemental materials

Total Progress Total Time 1:45:34 Completed 1 time(s)

About 65 Steps 4 Supplemental materials Discussion Board

Supplemental Materials:

Contra Costa Behavioral Health Services Child and Adolescent Needs and Strengths Ages Birth-21

Domain: Introduction

Download

CANS User Tip Sheet

Domain: Introduction to Training

Download

TCOM Needs and Strengths

Domain: Action Levels for Strength Items

Download

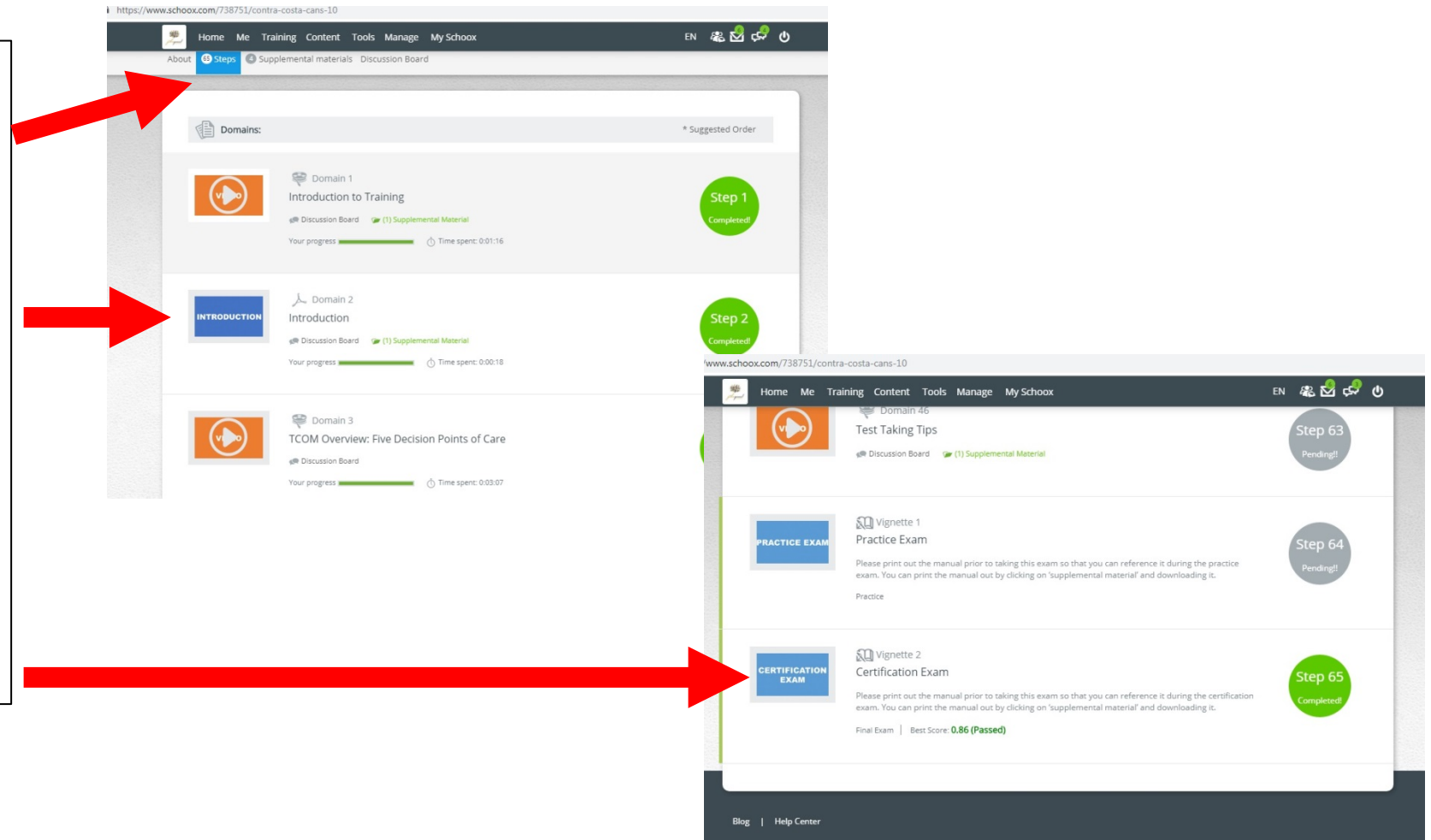
TCOM Training Tips

Domain: Test Taking Tips

Download

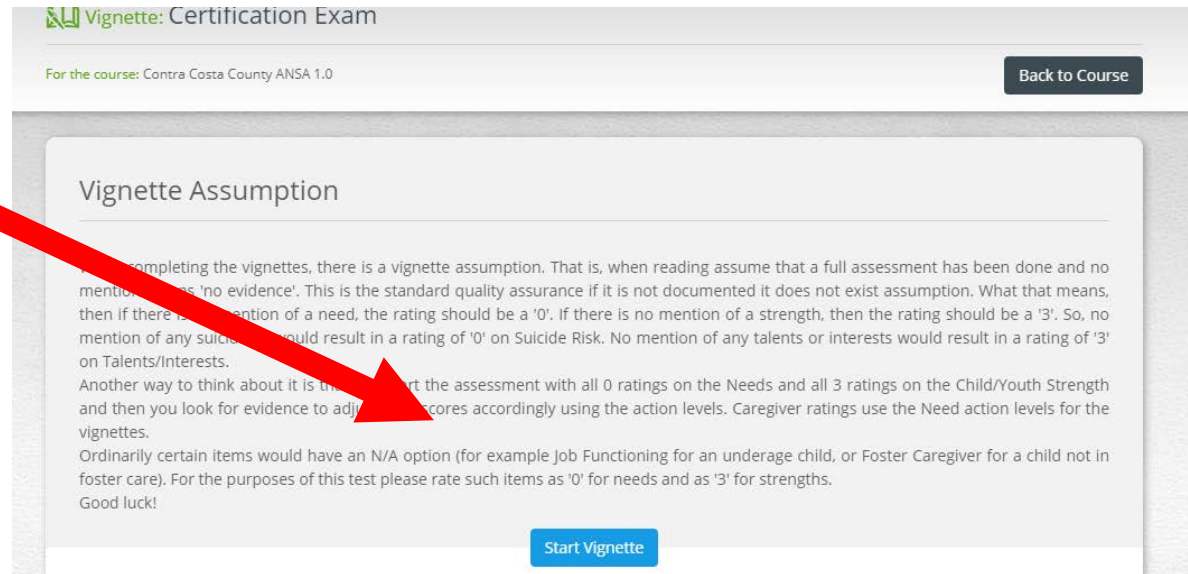
Navigating the “At-Home” Training

- Review the videos, materials and practice quizzes in the “Steps” section
- Simply click on a domain title, i.e., “Introduction” to review that domain.
- You do not have to complete the domains in order
- **The final step will be the “Certification Exam”**



Taking Your Certification Test

- Click “Start Vignette” to begin the Certification Exam



Taking Your Certification Test

1. The case vignette will be at the top of the screen for you to read.

2. You will score each item below, organized by domains

For the course: Contra Costa County ANSA 1.0 [Leave Vignette](#)

Vignette Assumption

Story:

Tanner

Tanner is a 29-year-old male who is married to Jill and living in a trailer at a campground. Tanner was recently picked up on DUI charges and has lost his license to drive for the next six months, and his wife must now drive him around every day. Tanner and Jill often get into loud arguments over Tanner's excessive drinking and recent DUI charge. Jill says Tanner does not think about consequences when he gets into the car drunk. Tanner denies behaving impulsively but does admit that his judgment does become impaired when he drinks. Tanner and his friends play pool weekly at the bar. Jill wishes he would play at a friend's house so he would not be as tempted to buy alcoholic drinks.

Tanner is a mechanic, but just recently lost his job due to missing work and coming in late. Tanner dropped out of high school when he was 16 and feels like it is too late to get his GED. Tanner and Jill have moved several times over the last year due to lack of jobs. Tanner states that he does not go to bed until 2 or 3 in the morning and is then back up by 7 or 8. Since Tanner is unemployed and can't drive

🕒 01:59:44 Section: #1 of 5 [Next Section](#)

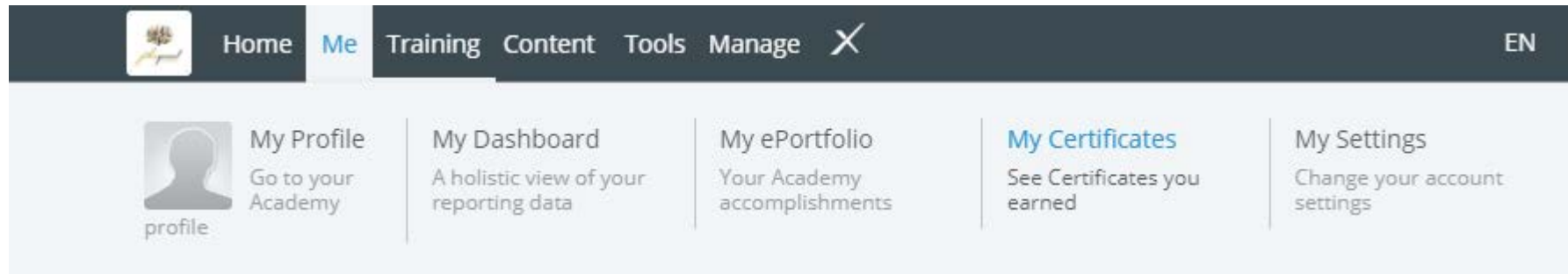
| | |
|--|---|
| Strengths | 0 1 2 3 |
| 0. Centerpiece strength. Central to planning | <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> |
| 1. Family Strengths | <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> |

3. Once you are ready to move on to the next domain, click “Next Section”

- You can always go back to a previous section when you need to

Taking Your Certification Test

- Once you score a .70 or higher on your certification test, you will automatically be assigned your CANS or ANSA certificate which is valid for a year from your test date.
- To access your CANS or ANSA certification at anytime, go to the Schoox home page and hover over “Me” at the top of the page.
- Click on “My Certificates”



Accessing Your Course

You do not need to complete your course in one sitting. If you log out of Schoox, you can log back in at a later time and pick up where you left off by doing the following:

- Hover your mouse over “Training” and the following row of options should appear
- Click on “Courses”

The screenshot shows the Schoox website interface. The top navigation bar includes links for Home, Me, Training, Content, Tools, Manage, and My Schoox. The 'Training' menu is expanded, showing options for My Training, Courses, Bundles, Curricula, and Events. A red arrow points from the 'Training' link in the navigation bar to the expanded menu. Another red arrow points from the 'Courses' option in the expanded menu to the 'Courses' section below. Below the navigation bar, there is a section for 'Online Academy' and a calendar view for July 2019. The calendar shows training events for various dates, including '6a CANS-NY General Supervisory Training' and '9a Contra Costa County Child and Adolescent Needs and Strengths (CANS)'.

Hi Claire

Calendar [Sync calendar] Choose Location Choose Agency Choose Category

Day View Week View Month View My events Type Zip Code or Address View All Events >

July 2019 today < >

| Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|-----|-----|---|---------------------------------|--|-----|-----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | | 6a CANS-NY General Supervisory Training | 6a CANS-NY Supervisory Training | 9a Contra Costa County Child and Adolescent Needs and Strengths (CANS) | | |

Accessing Your Course

The screenshot shows a web application with a dark navigation bar at the top containing the links: Home, Me, Training, and Content, followed by a close icon (X). Below the navigation bar, there is a list of four course cards. Each card features a logo on the left, a title, a step count, a description, and progress information. The first two cards, 'Contra Costa County CANS 101 Training' and 'Contra Costa County ANSA 101 Training', are marked with a red circle and a diagonal slash, indicating they are not to be selected. The third card, 'Contra Costa CANS 1.0', is circled in green, and a large green arrow points from the text box on the right towards it. The fourth card, 'California CANS 50 1.0', is also marked with a red circle and a diagonal slash. The 'Contra Costa CANS 1.0' card shows a progress bar that is partially filled with green, indicating some progress has been made.

Home Me Training Content X

Public
ICOM
Transformational Collaborative Outcome Management

Contra Costa County CANS 101 Training
5 steps
This training has been converted to a live virtual training due to COVID 19. Training will take approximately 6 hours, and participants will have the opportunity to certify on their own afterward or attend a live zoom session with trainers the following morning to receive support while they take...

Your Total Progress: Total Time: 0:00:00

Public
ICOM
Transformational Collaborative Outcome Management

Contra Costa County ANSA 101 Training
5 steps
This training has been converted to a live virtual training due to COVID 19. Training will take approximately 6 hours, and participants will have the opportunity to certify on their own afterward or attend a live zoom session with trainers the following morning to receive support while they take...

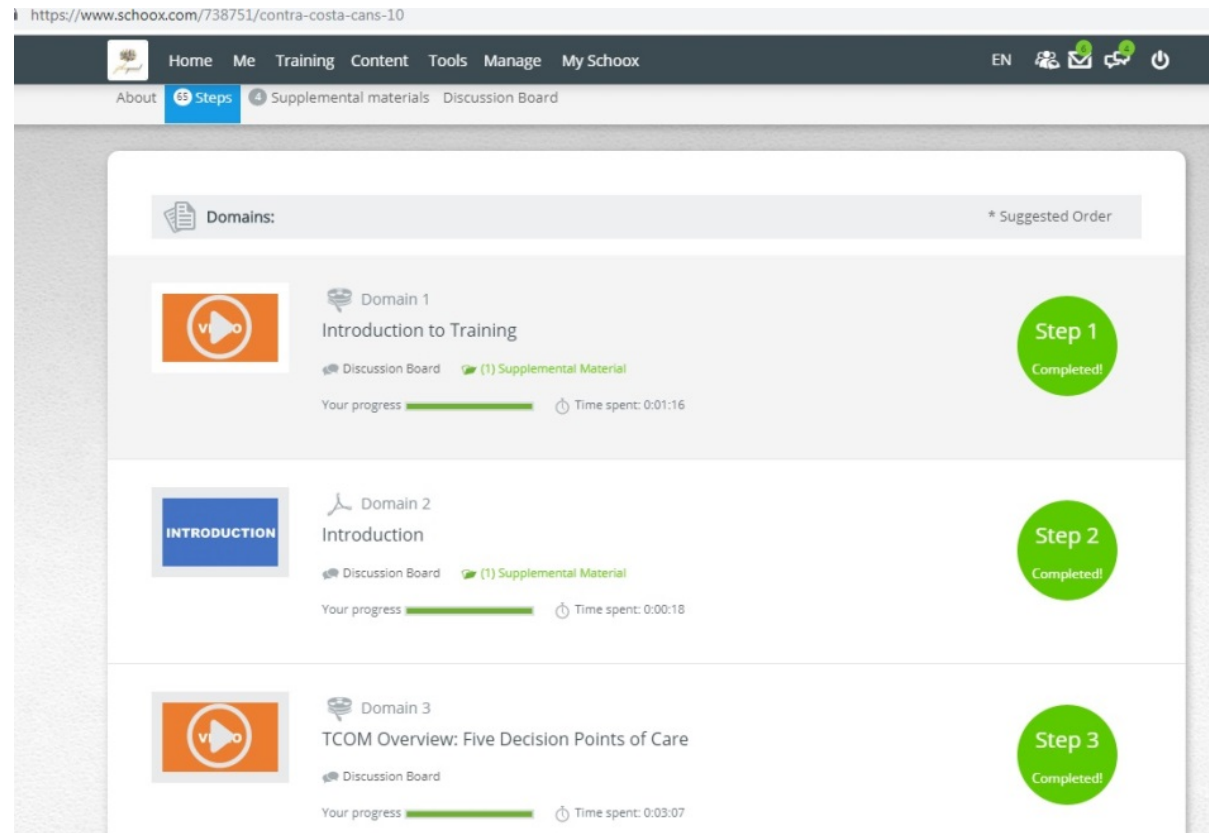
Private
Seal of Contra Costa County
Contra Costa CANS 1.0
65 steps
Your Total Progress: Total Time: 0:25:48

Private
Seal of the State of California
California CANS 50 1.0
31 steps
Your Total Progress: Total Time: 0:00:00

- Select **“Contra Costa CANS 1.0”** OR **“Contra Costa ANSA 1.0”**

Accessing Your Course

You can skip to the step where you left off to continue with the training course



Certification Exam Tips

- USE YOUR MANUAL! It will provide you with clear definitions of each item and corresponding ratings.
- You are encouraged to ask questions and receive support from coworkers or trainers.
- Copy the vignette and paste it into a word doc so you can highlight important content or write notes.
- If you start a new vignette or restart the certification exam, you may receive a DIFFERENT vignette than the one you read before. Make sure to note which vignette you are rating.
- Remember that Strengths are rated differently than the other domains.

CANS and ANSA Trainer Information

CANS Trainers

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