

Training Requirements – Teachers and Licensed Administrators

Clear Creek Amana Community School District (CCA) is using AEA, DHS and SafeSchools.com to offer training courses online for your convenience. Within your **first 30 days**, please complete the following trainings and mail or email the completion certificates to [Human Resources](#). Follow these easy steps to complete your CCA training requirements through these websites:

In total, there are 12 courses to complete:

AEA Trainings

Bloodborne Pathogens (Annually)
Right to Know (Annually)
ACES (Annually)
Suicide Prevention and Postvention (Annually)
Overview of State Requirements Regarding Seclusion and Restraint: Chapter 103 (every 3 years)

AEA sheet/[link](#) with login instructions

DHS Trainings

Child Abuse Mandatory Reporter (2-hour course for first certification, then a 1-hour course every 3 years)
Adult Abuse Mandatory Reporter (2-hour course for first certification, then a 1-hour course every 3 years)

Login Information:

- Please go to <https://lsglm700.learnsoft.com/LSGLM/Login/iowalogindhs.aspx>
- For first time users, follow the instructions under the Login to set up an account.
 - If you are a non-licensed staff member, use your Driver's License number when prompted for an ID number.

Mandatory Reporter trainings can also be done on the AEA website if accredited or SEIU

Safe Schools Trainings

Sexual Harassment - Staff to Staff (Annual)
Staff Computer and Internet Acceptable Use Acknowledgment (Annual)
CCA Business Procedures (Annual)
CCA Certified Handbook (Annual)
CCA P-Card Manual (Annual)

Login Information:

- Please go to the SafeSchools website for CCA: <https://cca-ia.safeschools.com/>
- Enter your Username: First 4 letters of your last name followed by the first 3 letters of your first name.
 - Example: Bruce Wayne → waynbru (No password is required)
- You can search by class title once logged in if they do not show up already in your training plan.

Education Trainings

Curriculum Assessment Trainings - FAST (Annually) - Teachers Only

Login Information:

- Please go to [this document](#) or see the attached Curriculum Assessment attachment