

## New LMS Tutorial

Welcome! Please review the following tutorial for help registering and logging into the new learning management system (LMS) for L&I's OMD Clinical Provider and Continuing Medical Education modules.

1. After clicking the link on the public website, you will land on the login page.
  - a. If registering for the New LMS for the first time, click the green sign up button. If you have already registered you will have a user ID. If so, skip to step 3.

The screenshot shows the 'My L&I' login page. At the top, there is a dark green header with the Washington State Department of Labor & Industries logo on the left, 'My L&I' in the center, and 'powered by SecureAccess WASHINGTON' on the right. Below the header, the page title is 'My L&I'. Underneath, there is a section for 'New users' with a green 'Sign up' button and a link 'Check to see if you already have a user ID.' Below that is a section for 'Returning users' with input fields for 'User ID' and 'Password', and buttons for 'Get User ID', 'Reset my password', and 'Log in'. At the bottom, there is a help line: 'Need help? Call 360-902-5999 weekdays between 8 a.m.-5 p.m. (Pacific). Email Web Customer Support' and a 'Help us improve' button.

2. Fill out the form to create a user account, verify email, and then log in. (Step 2 is for registering the first time or re-registering only.)

The screenshot shows the 'My L&I Sign up' page. At the top, there is a dark green header with the Washington State Department of Labor & Industries logo on the left, 'My L&I' in the center, and 'powered by SecureAccess WASHINGTON' on the right. Below the header, the page title is 'My L&I Sign up' and there is a link 'Already have a profile? log in'. The main content area is divided into three sections: 1. 'Enter your personal information' with input fields for 'First name', 'Last name', 'Email address', and 'Contact phone'. 2. 'Contact info for security (optional)' with input fields for 'Additional email' and 'Mobile phone', and a note: 'Provide additional contact info to receive multi-factor authentication security codes and reduce the chance of losing access to your account. Message and data rates may apply for mobile phones. A message will be sent only when you request it.' 3. 'Create a User ID and password' with input fields for 'User ID', 'Password', and 'Retvpe password'.

3. Once you have your User ID\*, please log-in.

\*Your User ID is the same as your MyL&I (and SAW account) User ID.

Washington State Department of Labor & Industries

powered by SecureAccess WASHINGTON

## My L&I

Your profile has been activated. Please login.

### Returning users

User ID:  [Get User ID](#)

Password:  [Reset my password](#)

[Log in](#)

Need help? Call 360-902-5999 weekdays between 8 a.m.-5 p.m. (Pacific). [Email Web Customer Support](#)

[L&I home page](#) [SecureAccess Washington](#)

[Contact us](#)  
[Contact Labor & Industries](#)

4. After logging in, to access L&I's OMD Clinical Training Catalog, please choose 'Other'.

Washington State Department of Labor & Industries

My L&I

Log out

## My Profile

You haven't yet completed your set up. To access your information at L&I: [Complete set-up](#)

### Complete set up

First, choose a role that applies to you.

- Injured Worker or Authorized Delegate
- Legal representative for an injured worker
- Medical or Vocational provider
- Billing provider
- Independent Medical Examination (IME) Provider
- Employer or representative
- Third party administrator
- Third party accountant/bookkeeper
- Retro program administrator
- Health Services Coordinators and COHE Directors
- Surgical Best Practices Coordinator
- Best Practice Activity Coach
- Other

[Cancel](#) [Continue](#)

[Update](#)

[Update](#)

AW)

AW, you can use your user ID and

s from multiple state government

offices.

[Access my services from other government offices](#)

5. Next select, 'Access L&I's OMD Clinical Training Catalog (CME and CE)'.

This screenshot shows the 'Complete set-up' page on the L&I website. On the left, there are social media icons for Facebook, Twitter, LinkedIn, and YouTube, along with links to the 'L&I home page' and 'SecureAccess Washington'. The main content area is a list of services, with the last item, 'Access L&I's OMD Clinical Training Catalog (CME and CE)', highlighted in yellow. To the right, there are several 'Update' buttons for different services. At the bottom, there is a 'Contact us' link and a copyright notice for the Washington State Dept. of Labor & Industries.

- Electronic Permits & Inspections (EPIS)
- Manage apprentices and preparatory
- Update and renew insurance policies for Construction and Electrical Telecommunication Contractors
- Take the Medical Examiners' handbook certification test
- Get access as a Trade Union to report wages
- Report and manage continuing education for the electrical trade
- Manage your self-insurance claim administrator continuing education
- Manage your self-insured business representative profile
- Claim and account knowledge base
- Electrical Plan Review
- Elevator Plan Review
- Print Crime Victim's Compensation ledgers
- Audit Public Works Projects
- View your apprenticeship preparatory programs
- Clean Energy Provider Certification
- Report Isolated Workers
- Access L&I's OMD Clinical Training Catalog (CME and CE)

6. Please fill out required fields. Please be sure to check the box confirming that you will complete at least one module, examination, and evaluation.

This screenshot shows the 'Set up this service' form for 'L&I's OMD Clinical Training Catalog'. The form is a modal window with a close button in the top right corner. It contains several input fields, each with a red asterisk indicating it is a required field: First Name, Last Name, Phone Number, Email, City, State/province, Zip Code, Job title, and Professional License Type. There are also optional fields for Phone Extension and Country. At the bottom of the form, there is a checkbox with the text: 'I commit to successfully completing at least one module, examination, and evaluation from L&I's OMD Clinical CME / CE Training Catalog.' This text is highlighted in yellow. Below the checkbox are 'Cancel' and 'Continue' buttons. The background shows the same 'Complete set-up' page as in the previous screenshot, with the 'Set up this service' button highlighted.

7. Next, select 'My tasks'.

Washington State Department of Labor & Industries

My L&I | Test User | Log out

## My Profile

[My tasks](#)

[+ Get more access](#)

**My personal information** [Update](#)

User Id: [REDACTED]  
First name: Test  
Last name: User  
Phone number: (000) 000-0000

**Additional Contact Information For Security** [Update](#)

Email: [REDACTED]  
Mobile number:

**Secure Access Washington (SAW)**

My L&I is powered by SAW. With SAW, you can use your user ID and password to access online services from multiple state government offices.

[Access my services from other government offices](#)

8. Next, locate L&I's OMD Clinical Training Catalog and select 'Access L&I's OMD Clinical Continuing Medical Education / Continuing Education (CME / CE) Training Catalog'.

Washington State Department of Labor & Industries

My L&I | Test User | Log out

My Profile

**L&I's OMD Clinical Training Catalog** ✕

Access L&I's OMD Clinical Continuing Medical Education / Continuing Education (CME / CE) Training Catalog >

[f](#) [t](#) [e](#) [You Tube](#)

[L&I home page](#)  
[SecureAccess Washington](#)

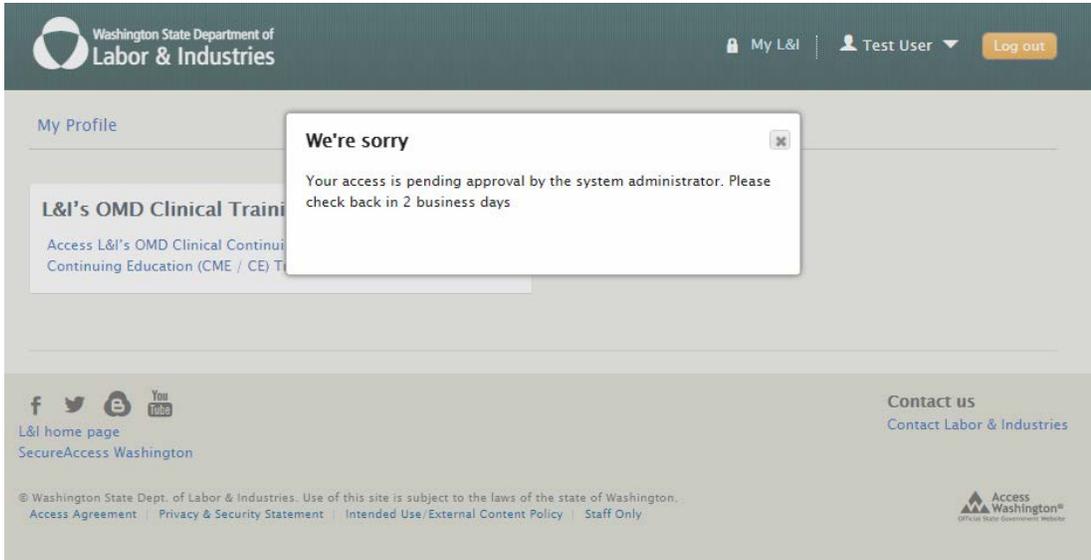
**Contact us**  
[Contact Labor & Industries](#)

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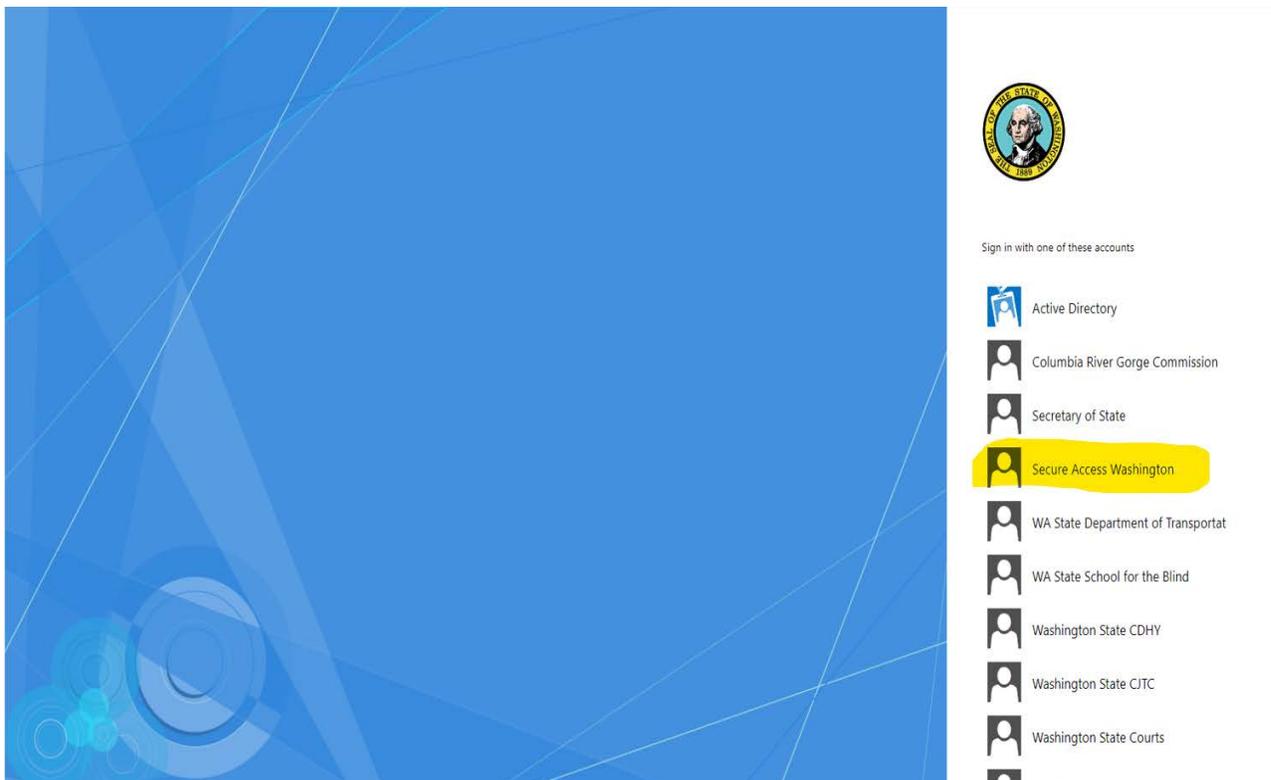
**Access Washington**  
Official State government website

9. Please note: Initial registration (or re-registration) requires approval\*. While waiting for approval, you will see the message below. (Once email is received confirming approval, please start over with Step 1.)
- a. If you have received the email, you will not receive the message below. Go to Step 10.

**\*Please note:** Approval can take up to 2 business days.



10. Once approved, selecting 'Access L&I's OMD Clinical Continuing Medical Education / Continuing Education (CME / CE) Training Catalog', will direct you to the following page. Please choose 'Secure Access Washington'.



# 11. Congratulations! You have now arrived at the L&I OMD Continuing Education for Providers and Staff. Please select your training module.

The screenshot shows the top navigation bar of the L&I OMD Continuing Education for Providers and Staff website. The navigation bar includes the Washington State Learning Center logo, a dropdown menu with 'SELF', 'MY TEAM', and 'ADMINISTRATION', a search bar with a 'Learning' dropdown and a search icon, and a user profile icon with a dropdown arrow.

**L&I OMD CONTINUING EDUCATION FOR PROVIDERS AND STAFF**

**ACCREDITATION STATEMENT**

The Washington State Department of Labor & Industries is accredited by the Washington State Medical Association to provide continuing medical education for physicians.

Our CME mission is to advance provider knowledge, competence, and /or performance so Washington State's injured workers receive high quality evidence based care, and provider's interactions with L&I are timely and effective.

Our goals are to:

1. Provide current evidence-based recommendations for treating injured workers.
2. Share best practices to close treatment gaps and improve patient outcomes.
3. Assist providers in their practice management by understanding the medical-legal environment of workers' compensation.

Our program offers a variety of FREE self-directed trainings, videos, seminars, and workshops. Some qualify for free Category 1 CME\* credits). You will find all of our offerings, links, dates, times and locations on the Training Catalog tab.

**CME COURSES**

- Prescribing Opioids to Treat Pain in Injured Workers: Test and Evaluation
- Attending Provider Resource Center Test and Evaluation
- Surgical Guideline for Work-Related Knee Injuries
- Psychological Determinants Influencing Recovery
- Active Rehabilitation of Work-Related Low Back Conditions
- Surgical Guideline for Work-Related Knee Injuries

**CE COURSES**

- Conservative Care Options for Occupational Carpal Tunnel Syndrome
- Conservative Care Options for Work-Related Epicondylitis
- Conservative Care Options for Work-Related Foot and Ankle Conditions
- Conservative Care Options for Work-Related Mechanical Shoulder Conditions
- Documentation Best Practices for Washington State Workers' Compensation
- Master's Level Therapist Pilot Training
- Optimizing Your Practice to Work with Other Providers
- Options for Documenting Functional Improvement in Conservative Care