

Instructions for Keenan/FUHSD Online Mandated Reporter Training

1. Using your web browser, go to:

<https://fuhd-keenon.safeschools.com/login>

Your **username** is your <email address>

Example: John Doe

Username: john_doe@gmail.com

2. Once you enter your username, the system will verify who you are. If it is correct, click the “Log Me In” button on that page.
3. You will need to click on EXTRA TRAINING link in the upper left side of the screen.
4. You will scroll down to the SOCIAL AND BEHAVIORAL area of the training courses offered.
5. **Click on Mandated Reporter**: Child Abuse and Neglect. You will then click on the Full Course to start the training
6. **Click on Youth Suicide**: Awareness and Prevention. You will then click on the Full Course to start the training (39mins)
7. Once you have completed the course, you will have the opportunity to print out a certificate of completion. You may print this out for your own records, if you like, but you **DO NOT** need to submit a copy of your certificate to Human Resources.

If you have any issues accessing the course, please contact:

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