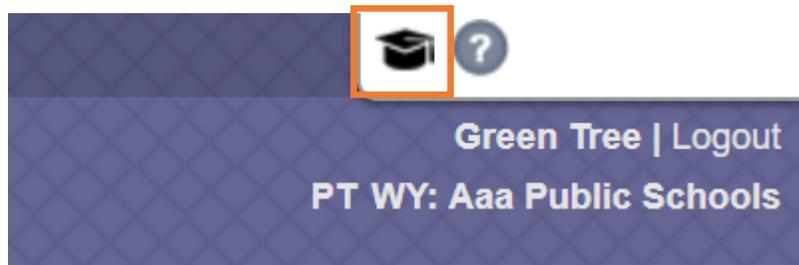


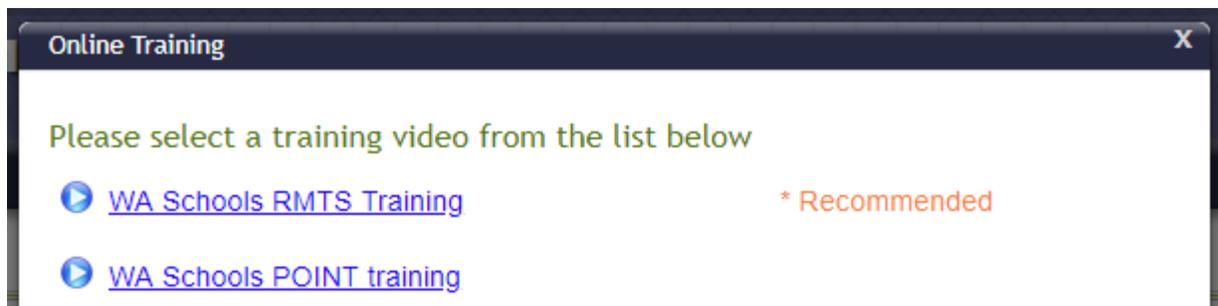
# Guide for Completing and Certifying the RMTS Participant Training:

## WA-Schools

RMTS Participants may access the Online Training Video at any time by clicking on either training icon in the upper right corner of the screen:



Click on the training video title in the pop-up window:



Click the play icon to start the training video. Click the play icon to start the training video. To access the volume controls, pause button, and full screen button, hover your mouse over the bottom of the video to display the toolbar. (Note: to exit full screen view, press "esc" on your keyboard.)

### Google Chrome View:



Firefox View:



Internet Explorer View:

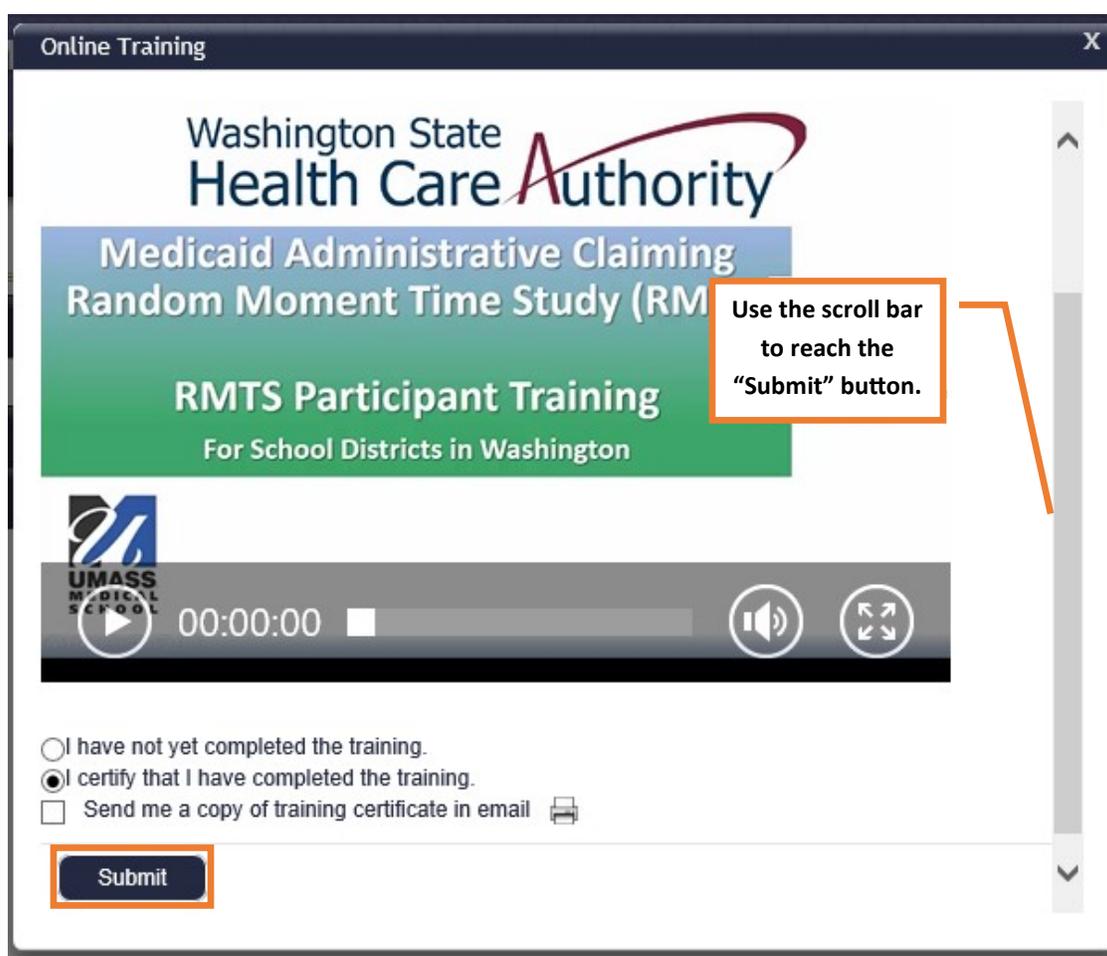


When you have finished viewing the training video, you will be asked to choose from two statements to certify that you have completed the required training, or to indicate that you have **not** yet completed the training. You can see the two statements below the video when the video is **not** in full screen mode.



A screenshot of a web form. At the top, there are two radio buttons:  I have not yet completed the training. and  I certify that I have completed the training. Below these is a grey "Submit" button. A vertical scrollbar is visible on the right side of the form.

Select your answer by clicking on the appropriate radio button. Then click "Submit". (Note: you will need to scroll down to see the "Submit" button.)



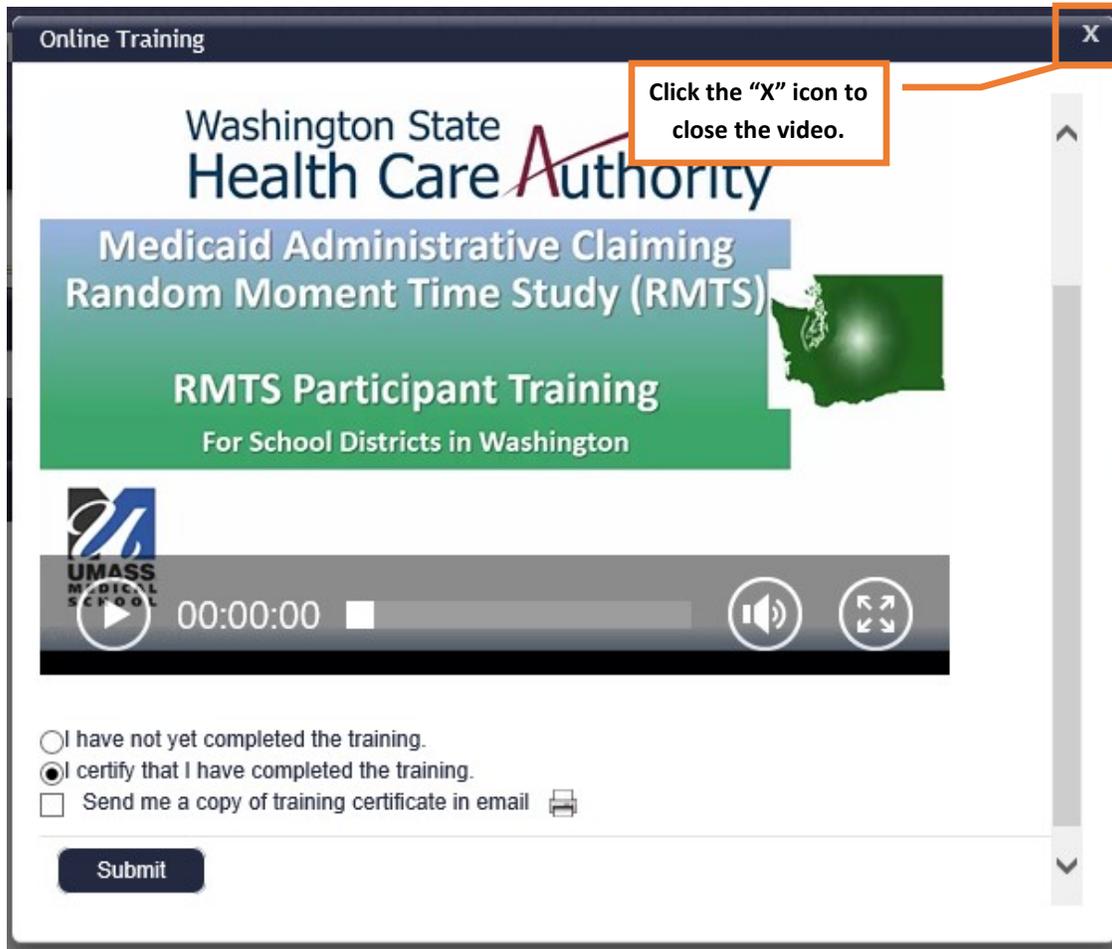
A screenshot of an "Online Training" window. The window title is "Online Training" with a close button (X) in the top right. The main content area features the Washington State Health Care Authority logo and the text: "Medicaid Administrative Claiming Random Moment Time Study (RM...)" and "RMTS Participant Training For School Districts in Washington". Below this is a video player with the UMMASS Medical School logo, a play button, a progress bar showing 00:00:00, a volume icon, and a full screen icon. Below the video player are three form elements:  I have not yet completed the training.,  I certify that I have completed the training., and  Send me a copy of training certificate in email with a printer icon. At the bottom is a blue "Submit" button. A vertical scrollbar is on the right, and an orange callout box points to it with the text: "Use the scroll bar to reach the 'Submit' button."

After submitting, you will be ready to answer your moments!

# RMTS Participant Training Video: Basic Troubleshooting Information

- Closing the training video:

⇒ Click the small “X” icon in the upper right corner of the video player.



⇒ If you are unable to see the “X” icon, please try the following:

- ◇ Reduce the zoom on your browser. In many cases the shortcut “CTRL and - “ will do so. Otherwise, you will need to adjust this setting from your browser menu.
- ◇ If you are in full screen mode, you will need to press “Esc” on your keyboard to minimize the screen.

- I can’t hear the video:

⇒ Please ensure that the volume on the computer is not muted.

- The submit button is not appearing:

⇒ You will need to scroll down in the box that the video plays in. The button is located below the checkboxes.

Online Training

Washington State  
Health Care Authority

Medicaid Administrative Claiming  
Random Moment Time Study (RMTS)

RMTS Participant Training  
For School Districts in Washington

UMASS  
MEDICAL  
SCHOOL

00:00:00

I have not yet completed the training.  
 I certify that I have completed the training.  
 Send me a copy of training certificate in email

Submit

Use the scroll bar to reach the "Submit" button.