

## Action Training Systems CAPCE accredited courses and reporting your CE to NREMT

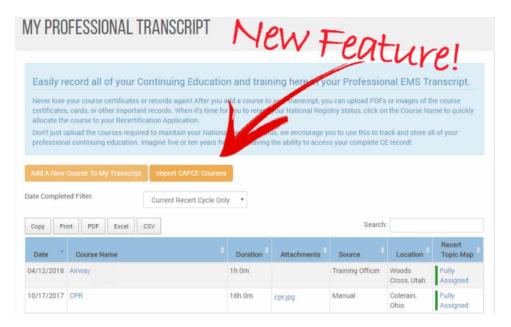
The process of recording your CE courses from Action Training Systems was made simpler by CAPCE and NREMT.



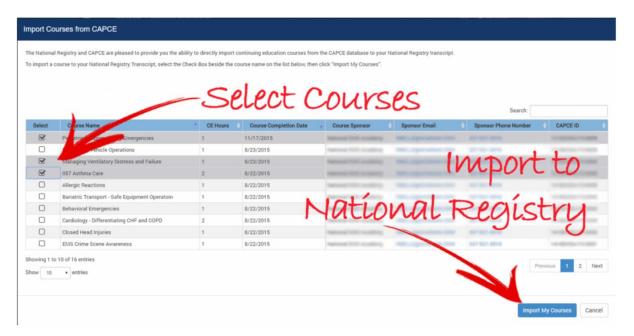


## Here are the simple steps -

- 1. Log into Action Training Online, select the course(s) you want to take for your CE and complete it
- 2. Login into your NREMT account on the 11<sup>th</sup> of the following month. (ATS reports to CAPCE by the 10<sup>th</sup>)
- 3. Go to your Transcript and click on the Import CAPCE Courses button



4. Import your ATS Online CAPCE accredited CE courses



## DONE!

\*Important note to you and the ATS Online Admin. Please make certain your personal information is kept up to date and accurate at all times. If your information is outdated or incorrect, it will not be accepted by CAPCE and not reported to NREMT. If you are not sure your information is correct and up to date please check with your local Admin.

If you require additional assistance please contact Action Training Systems support team at <a href="mailto:support@action-training.com">support@action-training.com</a> or 1-800-755-1440 Ext. 5, Mon – Fri, 7:00 to 3:30 Pacific Time