



# 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

**MY PROFESSIONAL TRANSCRIPT** *New Feature!*

Easily record all of your Continuing Education and training here in your Professional EMS Transcript.

Never lose your course certificates or records again! After you add a course to your transcript, you can upload PDFs or images of the course certificates, cards, or other important records. When it's time for you to renew your National Registry status, click on the Course Name to quickly allocate the course to your Recertification Application.

Don't just upload the courses required to maintain your National Registry status, we encourage you to use this to track and store all of your professional continuing education. Imagine five or ten years from now, having the ability to access your complete CE record!

[Add A New Course To My Transcript](#) [Import CAPCE Courses](#)

Date Completed Filter:

Copy Print PDF Excel CSV Search:

Date	Course Name	Duration	Attachments	Source	Location	Recert Topic Map
04/12/2018	Airway	1h 0m		Training Officer	Woods Cross, Utah	Fully Assigned
10/17/2017	CPR	16h 0m	cpr.jpg	Manual	Colerain, Ohio	Fully Assigned

#### 4. Import your ATS Online CAPCE accredited CE courses

The National Registry and CAPCE are pleased to provide you the ability to directly import continuing education courses from the CAPCE database to your National Registry transcript.

To import a course to your National Registry Transcript, select the Check Box beside the course name on the list below, then click "Import My Courses".

Select	Course Name	CE Hours	Course Completion Date	Course Sponsor	Sponsor Email	Sponsor Phone Number	CAPCE ID
<input checked="" type="checkbox"/>	Perforating Gunshot Wounds - Emergencies	1	11/17/2015				
<input type="checkbox"/>	Vehicle Operations	1	8/23/2015				
<input checked="" type="checkbox"/>	Managing Ventilatory Distress and Failure	1	8/23/2015				
<input checked="" type="checkbox"/>	057 Asthma Care	2	8/22/2015				
<input type="checkbox"/>	Allergic Reactions	1	8/22/2015				
<input type="checkbox"/>	Bariatric Transport - Safe Equipment Operatoin	1	8/22/2015				
<input type="checkbox"/>	Behavioral Emergencies	1	8/22/2015				
<input type="checkbox"/>	Cardiology - Differentiating CHF and COPD	2	8/22/2015				
<input type="checkbox"/>	Closed Head Injuries	1	8/22/2015				
<input type="checkbox"/>	EMS Crime Scene Awareness	1	8/22/2015				

Showing 1 to 10 of 16 entries

Show 10 entries

Previous 1 2 Next

Import My Courses Cancel

**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 [support@action-training.com](mailto:support@action-training.com) or 1-800-755-1440 Ext. 5, Mon – Fri, 7:00 to 3:30 Pacific Time