

# Pediatric Preventive Screening Training



Not intended for consumer use. For informational purposes only.

# Table of Contents

- 1) Introductions
- 2) Required Trainings
- 3) Litmos Introduction
- 4) Litmos Functionality
- 5) Training Process Map
- 6) Litmos Staff Training Tracker Log
- 7) Litmos Training Instructions
- 8) Litmos Demo
- 9) Questions



These are the four required trainings for pediatric offices seeing Medi-Cal members.

These trainings must be completed every four years.

The training are required to be completed by all pediatric MDs, NPs, PAs, RNs, LVNs, and MAs.

During the Facility Site Review we ask sites to show proof of completed trainings and might also ask some of the staff to demonstrate how screenings are conducted to assess knowledge.

## Anthropometric Screening



## Vision Screening



## Hearing Screening



## Dental Screening & Fluoride Varnish



# Provider Training \*LMS

SFHP's Litmos (\*Learning Management System) was implemented in 2024. It now houses the Primary Care Provider *Preventive Services Pediatric Screening Training Modules*. Access is available in the [sfhp.org](https://sfhp.org) website.

## TRAINING OPPORTUNITIES

Training is an important part of what makes SFHP and our provider network successful.

We are now offering trainings online through Litmos Learning Management System.

For more information visit [sfhp.org/providers/training/](https://sfhp.org/providers/training/)

If you have questions, please email us at [provider.relations@sfhp.org](mailto:provider.relations@sfhp.org)

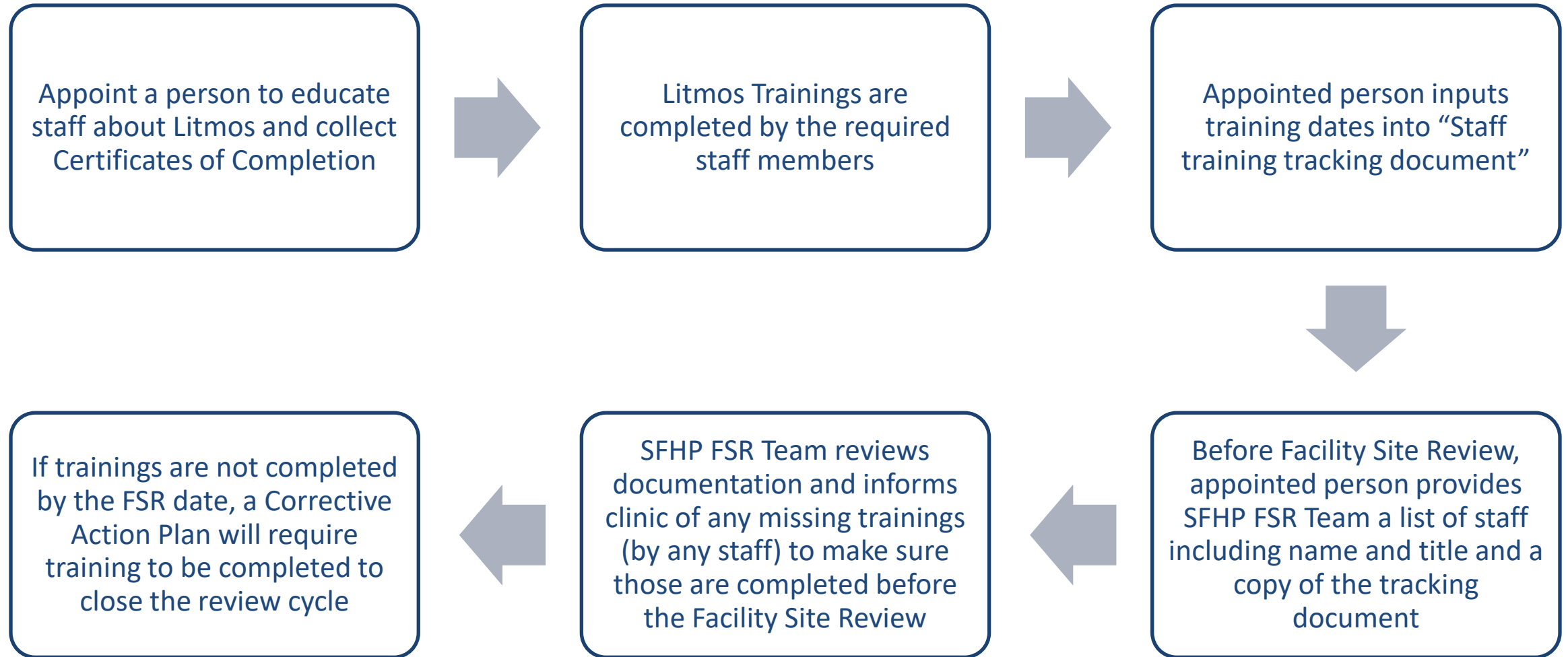


# Litmos- Learning Management System

- Litmos is our free training platform for all the required training modules
- Users can create accounts using their work email address (*preferred*)
- Users need to sign up using the clinic address
- Trainings must be completed every 4 years. The trainings are frequently reviewed and updated to reflect the most current standards and practices
- After completion, users can print certificate of completion as proof
- Each site is responsible for maintaining a training log to track completed training
- Litmos will automatically send email reminders to take a course or new assignments



# Training Process Map



# Litmos Staff Training Tracker Log

- Already in use at primary care provider sites for FSR trainings including Pediatric Preventive, this tracker ensures all staff complete required training and documentation is maintained consistently.
- Include the following information for each employee:
  - Full Name
  - Job Title
  - Hire Date
  - Date of Evidence of Training
- Staff training sample log below:



Staff Training Log  
Sample

TRAINING LOG AUDIT TOOL (TRA)											
Please Enter Number of Records:		NAME									
		ROLE									
		HIRE DATE									
DHCS Required Staff Training		1	2	3	4	5	6	7	8	9	10
SECTION I. ANNUAL TRAINING											
Infection Control/Universal Precautions 1											
Bloodborne Pathogens Exposure Prevention 1											
Biohazardous Waste Handling 1											
Infection Control/Universal Precautions 2											
Bloodborne Pathogens Exposure Prevention 2											
Biohazardous Waste Handling 2											
Infection Control/Universal Precautions 3											
Bloodborne Pathogens Exposure Prevention 3											
Biohazardous Waste Handling 3											
SECTION II. PRN TRAINING											
Fire safety & prevention											
Procedures for non-medical emergencies, earthquake											
Procedures for non-medical emergencies, site evacuation											
Procedures for non-medical emergencies, bomb threat											
Procedures for non-medical emergencies, workplace violence											
Procedures to be carried out if medical emergency on site											
Patient confidentiality (OSHA training/HIPAA)											
Informed consent, including human sterilization											
Prior authorization requests											
Grievance / Complaint procedure											
Child / elder abuse & domestic violence											
Sensitive services / minors' rights											
HP referral process/ procedures/resources											
Cultural and Linguistics											
Disability Rights and Provider Obligations											
Medication Administration Methods											
Operation of medical equipment/performance of clinical laboratory procedures											
SECTION III. PEDIATRIC PREVENTIVE TRAINING											
Audiometric Screening											
Blood Lead Screening											
Vision screening											
Anthropometric Measurements											
Dental Screening and Fluoride Varnish Application											
Children's Presumptive Eligibility (CPE)											



# Litmos Training Instructions

## STEP ONE

Log into Litmos using your email and password you created

## REFRESHER: ACCOUNT SET UP AND MANAGEMENT

Account setup → link: <https://sfhp.litmos.com/self-signup>

Your email address used to create account is your login name

The code to use is: **Welcome123**

Provider Training FAQ: <https://www.sfhp.org/providers/training/>

If trouble with Litmos and specifically these training courses email [fsr@sfhp.org](mailto:fsr@sfhp.org)

## STEP TWO

Once you log in you will see your Dashboard/Home and a list of the training courses available to you.



Anthropometric Measurements



Dental Fluoride Varnish



Hearing Screening



Vision Screening

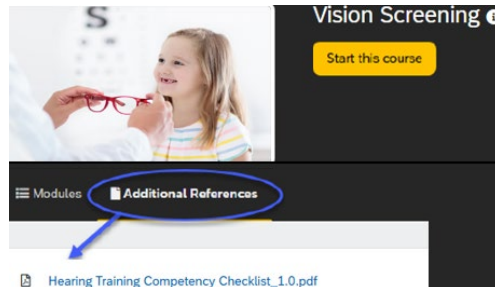
## STEP THREE

Select the course you wish to take and click, Start this course

## STEP FOUR

Once you have completed the slides and viewed the video, go to *Additional References* and click the topic as shown below to download and print the *Competency Checklist*.

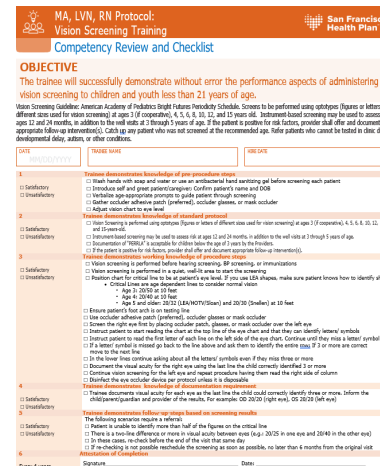
Use the checklist as a guide to ensure you administer the screening according to standards.



## STEP FIVE

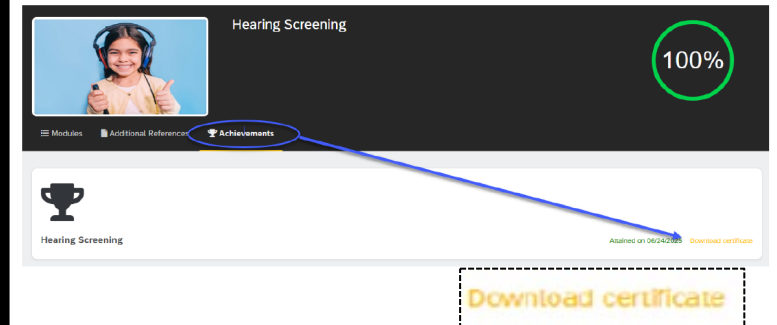
Save a copy of the *Competency Checklist* to your files for future reference.

During Periodic Facility Site Reviews, your knowledge in these areas will be assessed. The checklist will be used to verify that relevant staff have retained the necessary knowledge and skills for screenings.



## STEP SIX

After completing the course, you'll see an *Achievements* tab appear next to *Additional References*. Click on it to download and print your *Certificate of Completion*. Save a copy to your files and give a copy to your supervisor.





# SFHP

For any questions,  
please contact:  
[fsr@sfhp.org](mailto:fsr@sfhp.org)

