



CDA Dentist Vaccinator Training Troubleshooting Guide (Updated 3/9/21)

STEP 1: Complete the required CDC courses [COVID-19 Vaccine Training Modules \(cdc.gov\)](https://www.cdc.gov/covid19/vaccine-training-modules/)

STEP 2: Visit TCEO (www.cdc.gov/GetCE) and **login or** create a new account.

- To create a new account, fill out the required information on this page: <https://tceols.cdc.gov/Account/Registration>. To activate your account, you must verify your email address using the link you receive via email from TCEO.

STEP 3: Click the appropriate link below to access the TCEO page for the course you just completed. You can also use TCEO's search function (at the top of the page or the second link on the left-hand menu) to find the course.

- WB4460:** [COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare Providers](#)
- WB4464:** [Moderna COVID-19 Vaccine: What Healthcare Professionals Need to Know](#)
- WB4461:** [Pfizer-BioNTech COVID-19 Vaccine: What Healthcare Professionals Need to Know](#)
- WB4470:** [Janssen COVID-19 Vaccine \(Johnson & Johnson\): What Healthcare Professionals Need to Know](#)

STEP 4: Click the "Continue" button under "Course Summary."

 COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare (Web Based)

Course Summary

<p>Course: WB4460 CE Expiration: 12/15/2022, 11:59 PM (ET) Available CE: CME, CNE, CPE</p> <p>CDC has created a new, web-on-demand, self-paced module for healthcare providers who will be administering Pfizer-BioNTech COVID-19 Vaccine. This module will provide information to healthcare professionals about COVID-19 vaccine manufactured by Pfizer Pharmaceuticals, based on the recommendations of the Advisory Committee on Immunization Practices and guidance from the manufacturer.</p> <p>Continue</p>	<p>Course Link</p> <p>Note: Clicking <i>Course Link</i> will take you to course content or to a landing page for the course outside of the TCEO system. After taking the course you will need to return to this page and click <i>Continue</i> to complete steps to receive continuing education for the course.</p> <p>+ More Information + Continuing Education Accreditation Statements</p>
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California Dental Association
1201 K Street, Sacramento, CA 95814
800.232.7645 cda.org



STEP 5: TCEO does not currently offer qualifying CE for dentists. Click the **“CME (physicians)”** option and then click the **“Certificate of Participation”** option in the scroll down menu. Click the **“Save and Continue”** button.

WB4460 - COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare (Web Based)

Select CE for Your Course

Select your continuing education type. You may select more than one. Depending on the type of CE you select, you may be prompted to provide additional information.

0.25 CME (physicians)

* Degree:

0.25 CNE (nurses)

0.025 CPE (pharmacists)

[Save and Continue](#)

STEP 6: Now you will be taken to your **“My Activities”** page. Locate the appropriate course under **“Pending CE”** and complete the course evaluation. You must complete the evaluation for the posttest link to be available.

My Activities

Welcome Jane Doe,
This page is where you can track your CE activities in progress, under Pending CE, and review those that are completed, under Completed CE.

To earn CE for courses:

- Under Pending CE, click on the course Evaluation and complete it.
- Click on the Posttest and complete it. If you don't pass the Posttest, you will have one opportunity to retake it.
- Return to the Completed CE section of the My Activities page to download your certificate.

To earn CE for conferences:

- Complete the evaluation for each session you attended and the Entire Conference evaluation.
- Return to the Completed CE section of the My Activities page to download your certificate.

If you completed all requirements to earn CE, you can select the course again to change your enrollment.

Pending CE

[Adjust Enrollment](#)
[Cancel CE](#)

(WB4460)
COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare (Web Based) 0 CME

Evaluation Required by 12/15/2022
Posttest Required. Available after evaluation is complete.

STEP 7: Once Evaluation has been completed the **“Posttest”** link will become active. You must complete the posttest with at least 80% accuracy to earn a Certificate of Participation. **You will only have one opportunity to retake the posttest and pass it. If you do not pass the posttest on the first of second attempt, you will not be able to receive a Certificate of Participation for the course.**

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Pending CE

Adjust Enrollment
Cancel CE

(WB4460)
COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare (Web Based) 0 CME

Evaluation Complete
Posttest Required by 12/15/2022

STEP 8: If you passed the posttest, the course will move from the **“Pending CE”** section to the **“Completed CE”** section of your **“My Activities”** page. Click **“Download Certificate”** and keep for your records. You may be asked to upload a copy of these certificates when volunteering at vaccine clinics.

Pending CE

Search courses to sign up for CE.

Completed CE

Within the past: 1 Year

(WB4460) 2/16/2021 0 CME
COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare (Web Based)

Download Certificate

See Transcripts & Certificates for more information on your CE.

STEP 9: Until a statewide volunteer registry is launched, please reach out directly to your [local health department](#) to sign up for any local volunteer vaccinator opportunities. Please note that while local health departments are largely organized by county, the cities of Berkeley, Long Beach, and Pasadena have their own local health jurisdictions.

STEP 10:

- If you have questions about the vaccine training requirements, contact covidcallcenter@cdph.ca.gov.
- For questions about the TCEO system, please contact TCEO by submitting a ticket from this page: <https://tceols.cdc.gov/Home/Contact>

RESOURCES

- [California Department of Public Health Training Requirements for Dentists](#)