Visit: https://collabornation.net/login/STEMS

Enter Log-In Information used for Vital Signs Academy or select create account.

Click on JOIN (FREE)

Click on course-buttons

Enter your phone number

Select Registrant Type as "EMS Provider" and complete following information.

Select all agencies you belong to. If you do not belong to any additional agencies, select "*No Additional Agencies/Agency Not Listed" for the remaining fields.

Click on Submit

Click on "My Courses".

At this point, you will be able to see the credential requirements that are assigned to you. For each, select "Launch" and submit the necessary documents for approval.

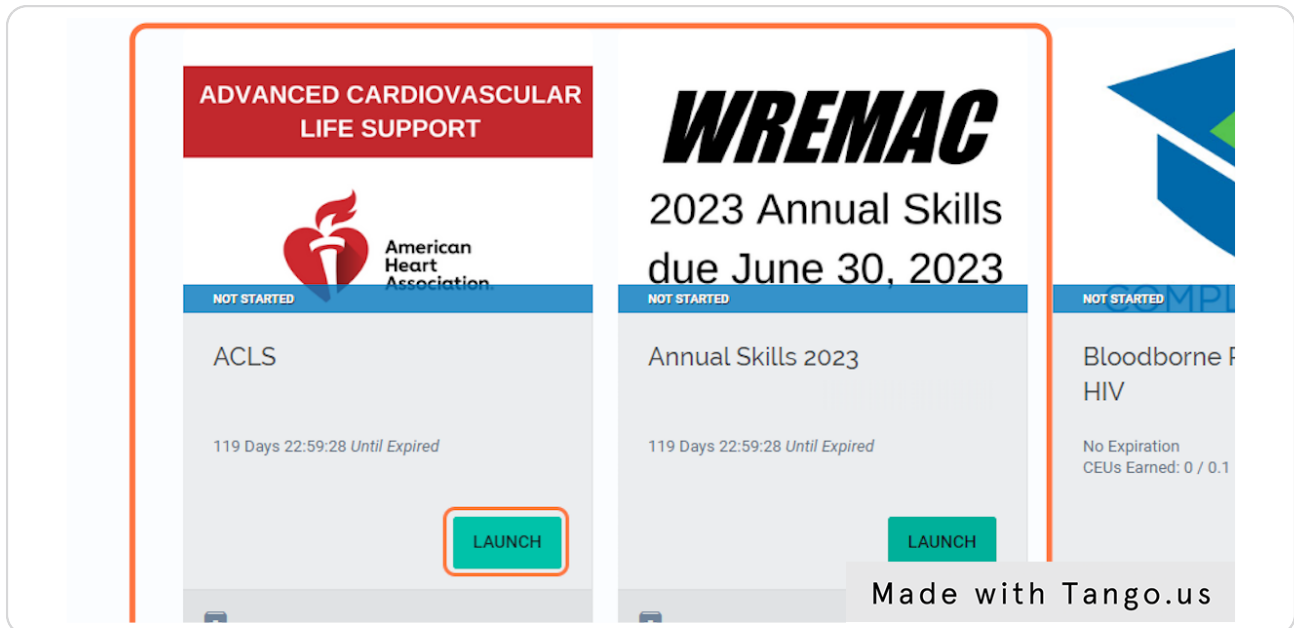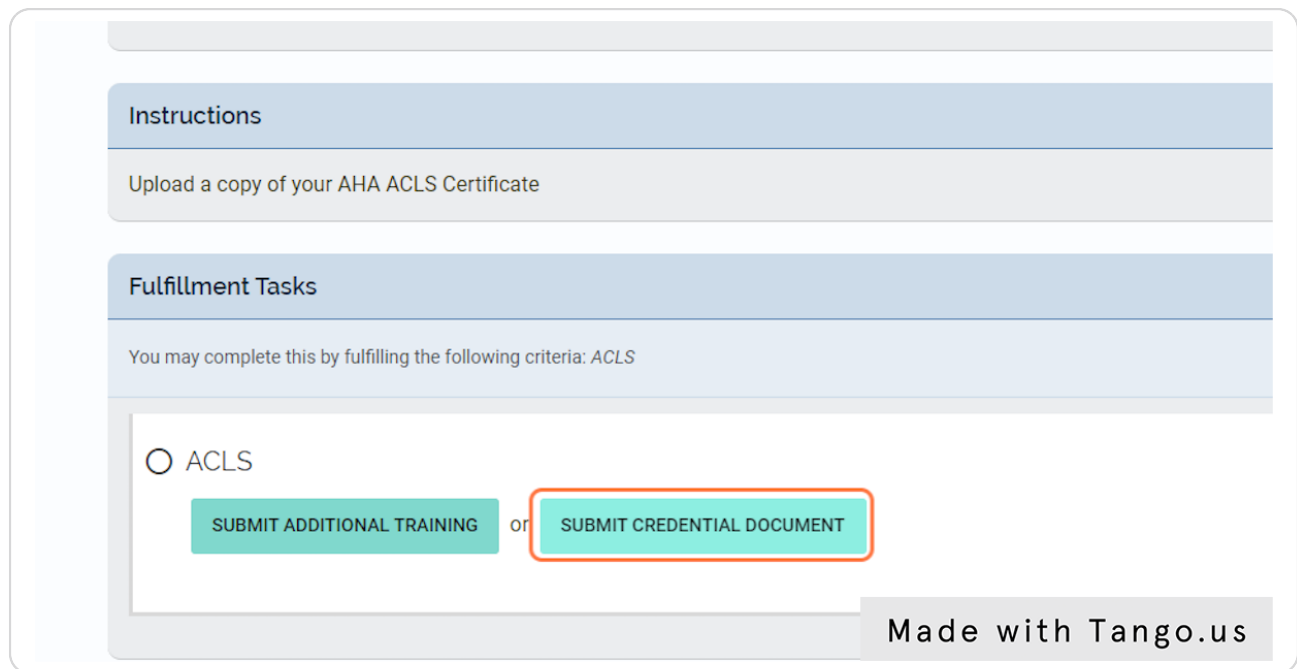## Select "Submit Credential Document"

Instructions

Upload a copy of your AHA ACLS Certificate

Fulfillment Tasks

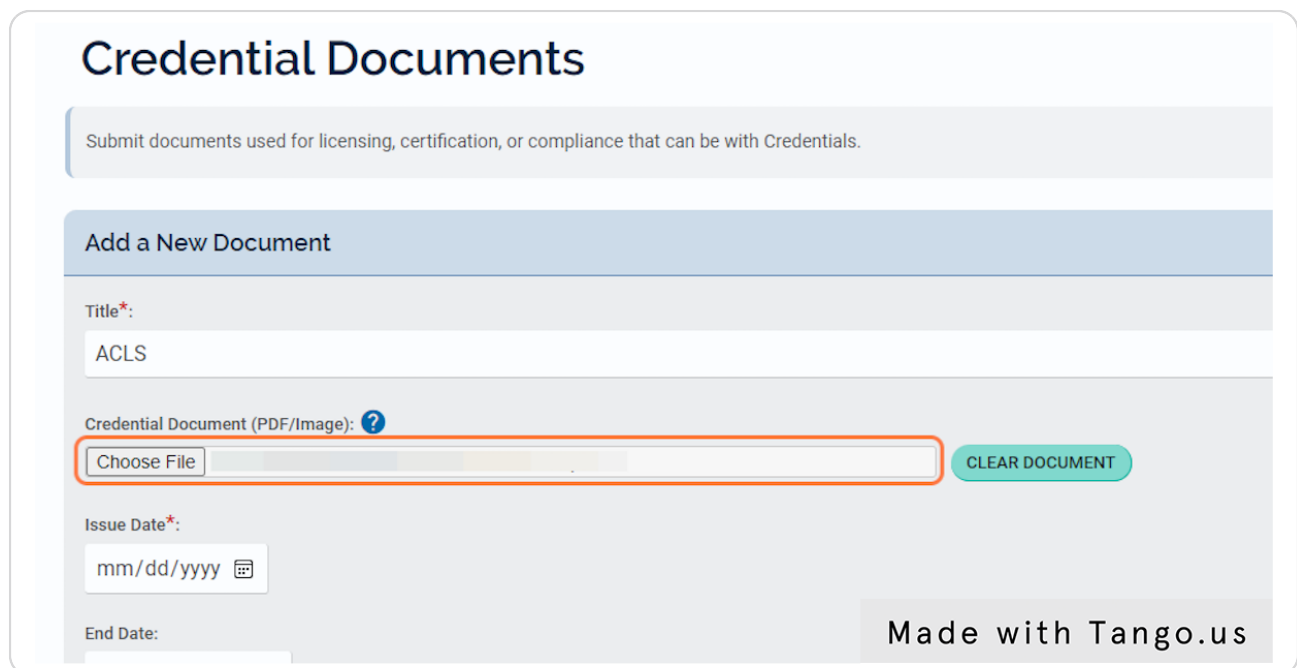You may complete this by fulfilling the following criteria: *ACLS*

○ ACLS

SUBMIT ADDITIONAL TRAINING   or   SUBMIT CREDENTIAL DOCUMENT

Made with Tango.us

Select "Choose File" to upload your document.

Credential Documents

Submit documents used for licensing, certification, or compliance that can be with Credentials.

Add a New Document

Title*:

ACLS

Credential Document (PDF/Image): ❓

Choose File   CLEAR DOCUMENT

Issue Date*:

mm/dd/yyyy 📅

End Date:

Made with Tango.us

Enter that date issued and the end date should be the expiration date.

Click on Submit Record once information is completed.

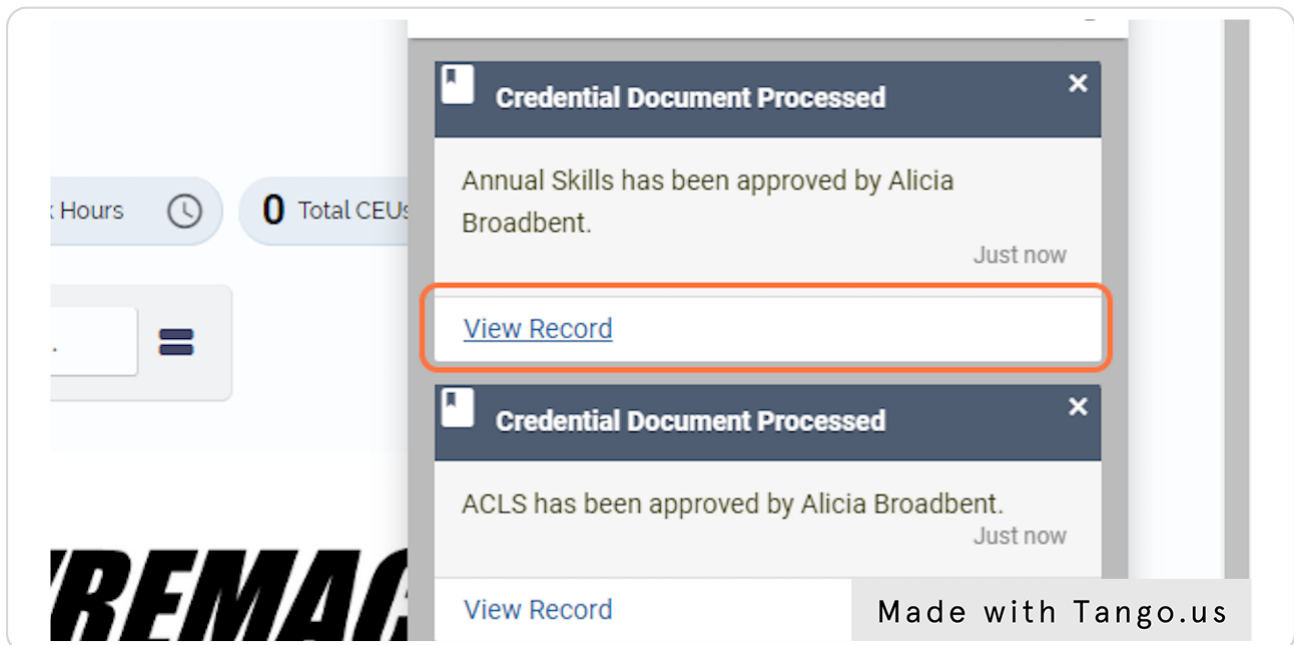**Once your credential document(s) have been submitted, you will receive a notification once they are approved or denied.**

Click on View Record

At the bottom of the screen, you can view all submitted credential documents.