You may obtain continuing education credit by following these steps: (Note: VA employees must use TMS. See section below.)

1. Complete the online course
2. Fill in the Evaluation/Post-test (PDF) located on the corresponding course page:
    o Occupational and Employer Categories: Choose the best option.
    o Date Completed: Enter in MM/DD/YYYY format.
    o Accreditation/Certificate Requested: Must be listed in the specific course brochure.
    o Email Address: Enter your primary work contact email and disregard VA format information.
    o TMS user ID: If you have a TMS user ID discontinue this process. Instead follow instructions for VA Employees (below).
    o Last and First Names: Enter as you want it on your certificate (e.g., as it appears on your license).
    o Signature: No need to manually sign the form. Instead type in your full name or use Adobe signature function.
3. Save the form with "last name-date submitted" and EAPVeterans then attach document in an email to EESEPC@va.gov.
4. The VA EES Evaluation Processing team will score your test and email you a certificate if you pass (80% or better) or a remediation test.

For questions or concerns regarding the evaluation or certificate please contact the Evaluation Processing Center (EPC) at EESEPC@va.gov or EES Customer Service at 1-877-EES-1331, option 5.

Accessibility: We are working hard to fully implement Section 508, making all of our electronic and information technology accessible to people with disabilities. If you find a file that you would like to read that is not yet accessible, please contact ncptsd@va.gov and we will help accommodate your needs.

VA Employees: Obtaining Credit(s)

To obtain credits, take the course and evaluation on TMS.

1. Use the direct TMS link to course materials located on each course page OR log into the VA TMS site.
2. In TMS, if prompted, enter the course title into the SEARCH CATALOG box and click GO.
3. Select the course title and take the course.
4. Complete the post-test and evaluation in TMS.
    o Occupational and Employer Categories: Choose the best option.
    o Date Completed: Enter in MM/DD/YYYY format.
    o Accreditation/Certificate Requested: Must be listed in the specific course brochure.

  o Last and First Names: Enter as you want it on your certificate (e.g., as it appears on your license).

  o Signature: No need to manually sign the form. Instead type in your full name or use Adobe signature function.

5. If you receive a test score of no lower than 80%, you may print a certificate of completion. If necessary, you may retake the test.

For issues with the TMS site, contact vatmshelp@va.gov.

Accreditation

The Department of Veterans Affairs, Employee Education System (VA-EES) is responsible for the accreditation for most Center courses. VA-EES has worked closely with the following accrediting bodies to offer Continuing Education credits. See the course brochure for details about accreditation.

Accreditation Council for Continuing Medical Education (ACCME)

VA-EES is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

Accreditation Council on Pharmacy Education (ACPE)

VA-EES is approved by the Accreditation Council on Pharmacy Education to provide continuing education for pharmacists.

American Nurses Credentialing Center (ANCC)

VA-EES is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.

American Psychological Association (APA)

VA-EES is approved by the American Psychological Association to sponsor continuing education for psychologists. The Employee Education System maintains responsibility for each program and its content.

Association of Social Work Boards (ASWB)

VA-EES is approved as a provider for social work continuing education by the Association of Social Work Boards (ASWB) through the Approved Continuing Education (ACE) program. VA-EES maintains responsibility for the program.

California Board of Behavioral Sciences (CA BBS)

VA-EES is accredited as a provider of continuing education for Marriage and Family Therapists (MFTs) and/or for Licensed Clinical Social Workers (LCSWs) by the California Board of Behavioral Sciences.

California Board of Registered Nursing (CA BRN)

VA-EES accredited as a provider of continuing education in nursing by the California Board of Registered Nursing.

National Board for Certified Counselors (NBCC)

VA-EES is an NBCC-Approved Continuing Education Provider (ACEPâ„¢) Provider and may offer NBCC-approved clock hours for events that meet NBCC requirements.

NOTE: VA's Employee Education System (EES) has content experts regularly review each course. After review, each course is assigned a new course number and each brochure is revised. See course brochure for specific CE/CME credit information.