

Creating a CourseMill Account: Instructions for Providers

Before You Begin

Providers applying for or renewing their Board authorization must use the **same individual email address** that was used when signing up to access the New York State Workers' Compensation Board's Medical Portal. Make sure you have this email address available before creating a CourseMill account.

Creating an Account

First time users will need to create a CourseMill account to access training provided by the NYS Workers' Compensation Board. After the initial creation, providers logging into the Medical Portal will bypass the CourseMill login; just clicking on a CourseMill link will take providers directly into the application.

Navigate to the CourseMill application by typing or copying this address into your browser's address bar or by clicking on this link: https://nyswcb.coursemill.com

Sign In	1. Select
NEW YORK STATE OF OPPORTUNITY. Compensation Board	
Language English	
User ID	
Password	
Go Create New User	
Forgot your User ID or Password?	

1. Select Create New User.







	Create New User
_	User Profile Sub Orgs
	* Industry
	Licensed Representative
	* Title
	Non-Med V
nust accept th	e Terms of Use to continue
o complete arefully. utton wher erms of Us	registration, read the Terms of Use (displayed below) If you agree to the conditions stated, click the Accept you get to the end of the page. (If you do not accept e, you will not be able to complete your registration
nen you re rofile inf onfirm the nterprise	gister, you'ii need to enter a rew pieces of perso comation and choose a User ID and Password. Then ell information you entered and go to Trivantis' general Learning Management System.
Agreement	
he followi rivantis t egister wi the "Servi eview and erms, you greement i nderstandi ntegrity a	ng describes the terms of an Agreement tween you and hat are effective from the moment you first access and th the Learning Management System tovided by CourseMill ce"). During the registration process you will be asked to accept these terms. If you do a garee to abide by these will not be able to access a due to Service. This s essential to create a base of the Service to be the ng amongst the members of the Service to preserve the and security of the e-learning platform.
	Accept No

4. Read the **Terms of Use** and click **Accept** to access CourseMill.

You have now created an account in CourseMill.

To locate courses, see the **Enrolling in a Course** instructional resource. If you forget the User ID or Password you created, see the **Forgot Username or Password** instructions. Both resources are available within the Training Requirements for Provider Authorization web page.