

## **Enrolling in a Course**

1. Once logged into your CourseMill account, click on the **Course Catalog** tab in the top center of the screen to view a list of available courses.

NEW YORK STATE OF OPPORTUNITY.	Workers' Compensation Board		My Courses Course Catalog				
🥑 Help							
Catalog ID				Tags			
Title				Locations	- Any -		
Description				Start Date		End Date	
Result: 1 to 6 of 6 🛛 🛤 🔺 Page	:1►₩						
Enroll		Catalog ID 🔺	Title	De	escription		
Enroll	Preview	NONCME-AUTH-DR1	Dispute Resolution	Ca	arriers have 45 days afte jection. There are two ro	er a medical bill has b outes for disputed bill	een submitted to pay to s: administrative award
Enroll	Preview	NONCME-AUTH-RBAF3	Billing: Medical Fee Sch	nedules Me wh	edical Fee Schedules an nat is mandated by the N	e used by Providers t /ledical Fee Schedule	to calculate the fee for a absent an agreement

**Note:** There is a **Preview** button, which allows you to view the course content, but it does not credit you with completing the course. **To receive credit for a course, you must Enroll in it.** 



2. Select the **Enroll** button next to the course you want to take.

o the course	Result: 1 to 23 of 23 H ◄ Page: 1 ► H						
	Enroll	Catalog ID 🔺	Title				
	Enroll     Preview	MTG-CME- 2014BackGuidelines	Back Guidelines for Providers				
	Enroll     Preview	MTG-CME- 2014CarpalTunnel	Carpal Tunnel Syr Gudelines for Medical				



- 3. In the Enroll pop-up message box, click Yes to confirm enrollment.

  This action will enroll you in the selected item.

  Are you sure you want to enroll?

  Yes No
- A message will be displayed confirming your enrollment in the course. Click OK to remain in the Course Catalog if you wish to enroll in additional course(s). Select My Courses to access the course(s) you enrolled in.

Enrolled	×
You have been successfully enrolled (or added to an approval o waiting list). If no approvals are needed then this course has bee added to your My Courses tab. To get to the course, click <b>My Courses</b> .	n
OK My Courses	