

# HOW TO ACCESS A TRAINING ACCOUNT WITH CCEI THROUGH THE OEC REGISTRY

## English instructions

Connecticut students should not log in to their CCEI account directly through the CCEI website. They must log in through the OEC portal and access their CCEI accounts from there. They will need the email address and password associated with their OEC registration profile. Please follow the instructions below.

### TO ACCESS CCEI TRAINING THROUGH THE OEC PORTAL:

1. Log in to your account with the OEC at [www.oecregistry.org](http://www.oecregistry.org)

#### Sign In

Email  
krarer@cceionline.com

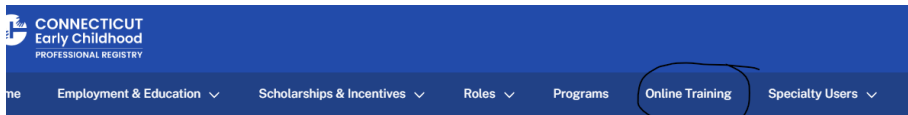
Password  
[password field]

Remember me [Forgot password?](#)

If you click this box, the system will remember your email for login. If you share this device, we recommend you do not use this function.

Sign In

2. Click on "Online Training" at the top of the page.



3. Another screen will open displaying a welcome page.

Home / Online Training

### Online Training

Welcome!

The OEC is pleased to offer the CCEI training library to help support your professional development with **free, unlimited access**.

Completed trainings will show on your OEC Registry's Education and Training Report **the next day**. Please do NOT upload any completion certificates to your Registry account.

**OEC Health and Safety Orientation Training for licensing and Care4Kids:** use the Online Training bridge to help complete the orientation you need:

MY ROLE AND WHERE I WORK	HOW I PLAN TO MEET ORIENTATION	WHERE TO FIND THE ONLINE TRAINING COMPONENT
<ul style="list-style-type: none"><li>Program staff in a licensed center (DCCC) or group home (DCGH)</li><li>OEC licensing approved family substitute or family assistant in a licensed family child care home (DCFH)</li><li>Required staff in license exempt programs accepting Care4Kids (DCFX)</li></ul>	<p>Option 1: <b>All Required Topics</b> online training</p> <p>Option 2: <b>Partial Required Topics</b> online training PLUS pediatric first aid and CPR and OEC licensing approved medication administration certifications (you must also upload first aid, CPR, and med admin certificates to your Registry account)</p>	<ol style="list-style-type: none"><li>1. <b>Click the training link.</b></li><li>2. Go to Courses, then Certificate Catalog (not Course Catalog)</li><li>3. Choose the <b>All Required Topics</b>.</li></ol>
Owner of a licensed family child care home (DCFH)	Care4Kids POP training PLUS <b>Family home owner</b> online training PLUS pediatric first aid and CPR and OEC licensing approved medication administration certifications (you must also upload first aid, CPR, and med admin certificates to your Registry account)	<ol style="list-style-type: none"><li>1. <b>Click the training link.</b></li><li>2. From the Course Catalog drop down, choose CT Health and Safety Trainings.</li><li>3. Choose the <b>Family Child Care Owner</b> option.</li></ol>

For more information about Care4Kids Provider requirements, [click here](#).  
For additional guidance and frequently asked questions, [click here](#).  
**To access the training site, [click here](#).** (Be sure to enable pop-ups for this site.)

4. At the bottom of this page, find and click on **"To access the training site  
CLICK HERE."**
5. Students will bridge over to their CCEI account and will receive a state-provided subscription to access online training, including the **OEC Federal health and safety courses**, where applicable..