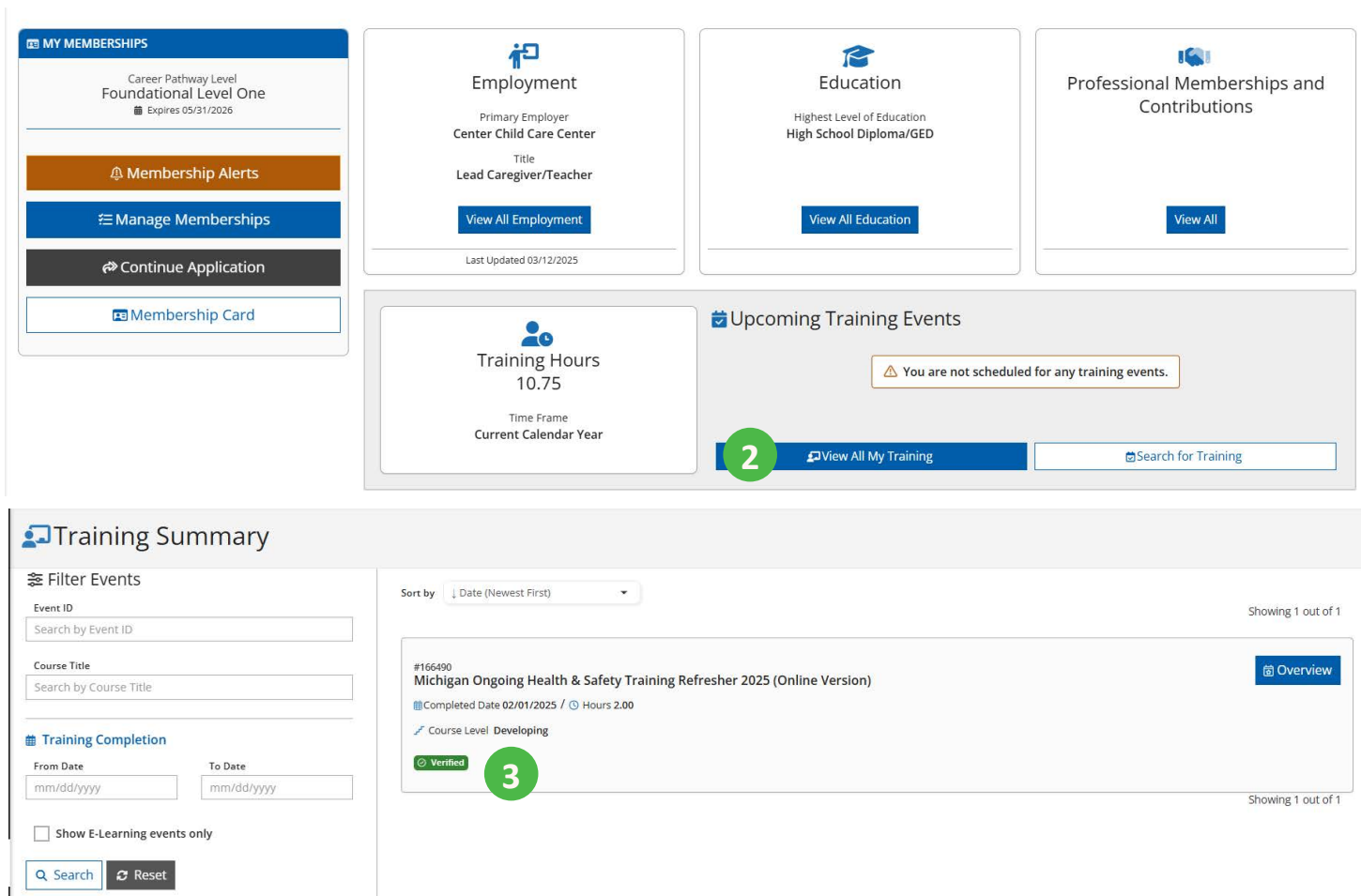


## Health and Safety Training Verification Tip Sheet

Have you completed a Health and Safety Training and want to verify your completion record? This guide will show you how to confirm the training is VERIFIED on your MiRegistry profile and how to confirm the training is VERIFIED on an employee's profile (for directors and/or administrators).

### 1 How to Check for Yourself

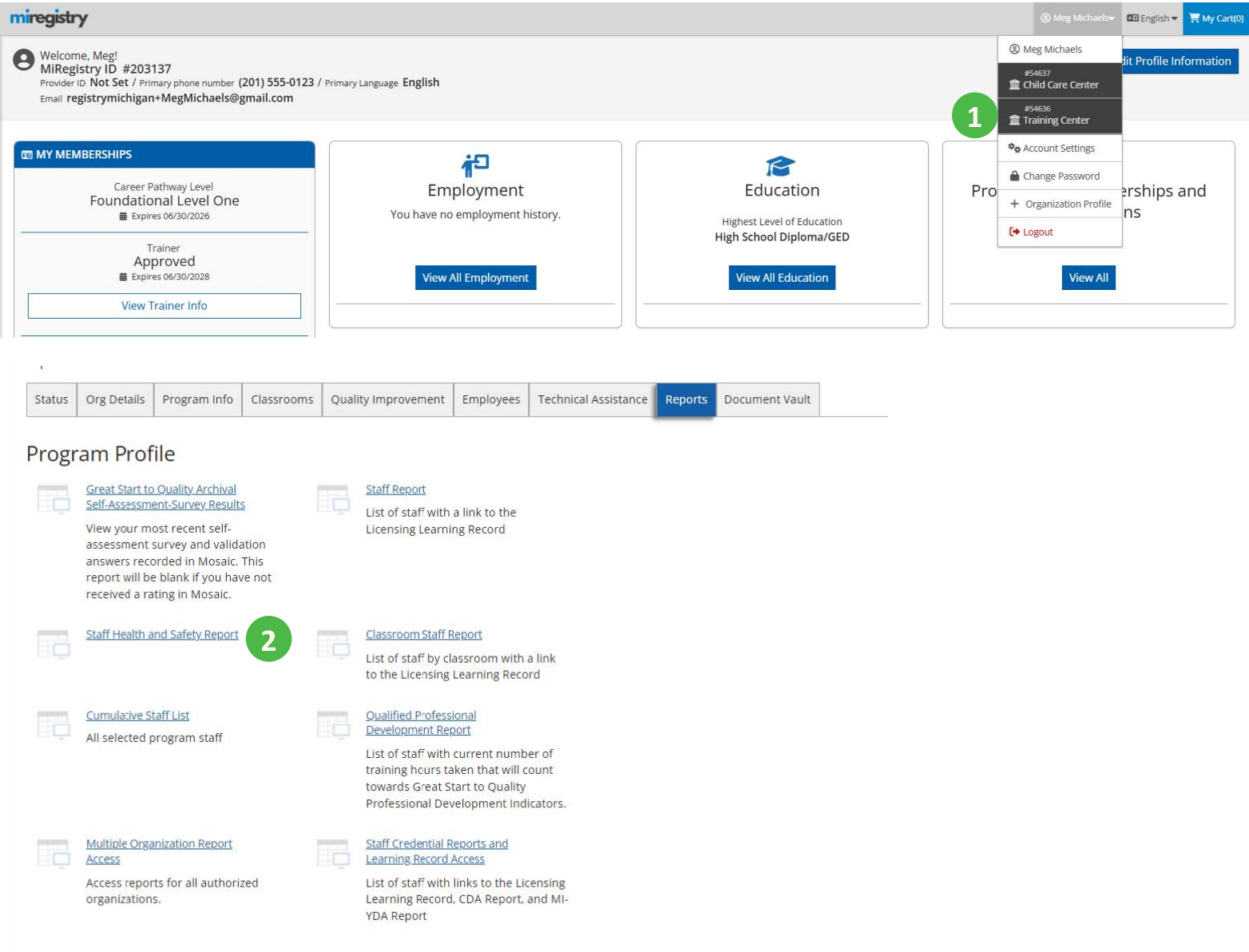


The screenshot shows the MiRegistry user dashboard. On the left is a sidebar with 'MY MEMBERSHIPS' including 'Career Pathway Level Foundational Level One' (Expires 05/31/2025), 'Membership Alerts', 'Manage Memberships', 'Continue Application', and 'Membership Card'. The main area has three cards: 'Employment' (Primary Employer: Center Child Care Center, Title: Lead Caregiver/Teacher, 'View All Employment' button, Last Updated 03/12/2025), 'Education' (Highest Level of Education: High School Diploma/GED, 'View All Education' button), and 'Professional Memberships and Contributions' ('View All' button). Below these is a 'Training Hours' card showing 10.75 hours for the 'Current Calendar Year'. To the right is an 'Upcoming Training Events' section with a message: 'You are not scheduled for any training events.' A green circle with the number 2 highlights the 'View All My Training' button. Below the dashboard is a 'Training Summary' section with filters for Event ID, Course Title, and Training Completion (From Date, To Date, Show E-Learning events only). It also has a 'Sort by' dropdown set to 'Date (Newest First)' and a 'Showing 1 out of 1' indicator. The training list shows one entry: '#166490 Michigan Ongoing Health & Safety Training Refresher 2025 (Online Version)' with a 'Completed Date 02/01/2025', 'Hours 2.00', 'Course Level Developing', and a 'Verified' status. A green circle with the number 3 highlights the 'Verified' status. An 'Overview' button is next to the training entry.

1. [Login](#) to your MiRegistry profile.
2. Click on **View All My Training** (shown above).
3. Find the Michigan Ongoing Health and Safety Training Refresher 2025\* and make sure it is listed as VERIFIED. If the training lists as VERIFIED, no further action is needed.

\* Or Health & Safety for Licensed Child Care Providers: Course 1 and 2 or Module A, Module B, Module C, Transportation.

## 2 How to Check for Your Staff



Welcome, Meg!  
MiRegistry ID #203137  
Provider ID Not Set / Primary phone number (201) 555-0123 / Primary Language English  
Email registrymichigan+MegMichaels@gmail.com

**MY MEMBERSHIPS**

Career Pathway Level  
Foundational Level One  
Expires 06/30/2026

Trainer  
Approved  
Expires 06/30/2028

[View Trainer Info](#)

**Employment**  
You have no employment history.  
[View All Employment](#)

**Education**  
Highest Level of Education  
High School Diploma/GED  
[View All Education](#)

**Program Profile**

[Great Start to Quality Archival Self-Assessment-Survey Results](#)  
View your most recent self-assessment survey and validation answers recorded in Mosaic. This report will be blank if you have not received a rating in Mosaic.

[Staff Report](#)  
List of staff with a link to the Licensing Learning Record

[Staff Health and Safety Report](#) **2**

[Classroom Staff Report](#)  
List of staff by classroom with a link to the Licensing Learning Record

[Cumulative Staff List](#)  
All selected program staff

[Qualified Professional Development Report](#)  
List of staff with current number of training hours taken that will count towards Great Start to Quality Professional Development Indicators.

[Multiple Organization Report Access](#)  
Access reports for all authorized organizations.

[Staff Credential Reports and Learning Record Access](#)  
List of staff with links to the Licensing Learning Record, CDA Report, and MI-YDA Report

1. [Login](#) and access your Organization Profile.
2. Click on the Reports tab and click the Staff Health and Safety Report. All “VERIFIED” Health and Safety Trainings taken through MiRegistry will appear on this report, which also includes the date of completion.