Instructions to link RHNTC Title X trainings to your TRAIN NM account

If you would like to have your RHNTC training transcripts populate on your TRAIN NM account, these steps will allow you to do so (possibly helpful for DOH staff who use TRAIN NM for many other trainings). This is not required. You are only required to complete the NMDOH Family Planning Program trainings and maintain certificates or evidence of training, as outlined on the FPP webpage Service Providers (nmhealth.org) under *Staff Training: Required Trainings*.

First, be sure you have an RHNTC account, with your current email address (that matches your email used with TRAIN NM).

Then register for RHNTC content through your TRAIN NM account.

- Log into your TRAIN NM account. https://www.train.org/nm/home
  - If you have difficulties, resources for TRAIN NM include: https://www.train.org/nm/help
- After logging into TRAIN NM, locate the RHNTC trainings through: Course Catalog > Search By > click "Show Advanced Options" > Click "Organization" > type "RHNTC".
- Another option is to search for RHNTC content, **"Reproductive Health National Training Center"** (fully spelled out, including the commas) in the search bar.

NMDOH Family Planning requires three trainings, two are through the RHNTC website, and one is maintained on the TRAIN NM site.

The two required RHNTC trainings include:

[Cultural Competency in Family Planning Care eLearning](#)

RHNTC

[Title X Orientation: Program Requirements for Title X Funded Family Planning Projects](#)

RHNTC

For these two trainings, be sure to "register" before completing the training:

TRAIN NM will then pop-up 2nd step of registration:

This will take you to the RHNTC training. NOTE: Before launching the training, be sure you are logged into your RHNTC account:

The third required training is through TRAIN NM (directly accessed through their site, you do not need to search for this under RHNTC).

Instructions and the link are on the NMDOH Family Planning Program website.