

How to Print your Completion of IDHS CCAP Training Requirements Report

1 Go to **www.ilgateways.com**. Click the **Registry Member Login** button. Log into the Gateways Registry Dashboard with your **username** and **password**.

REGISTRY MEMBER LOGIN

Login Credentials

User Name

Password

Login

- Don't have an online user?
- Forgot your password?
- Forgot your username?

2 Click the **My Registry** Portal. Then click the **Plan** section. Next click the **Reports** section.

MY REGISTRY

PLAN

REPORTS

3 Click the **Reports** tab. Then click **Get Report** to download your Completion of IDHS CCAP Training Requirements Report.

My PDR Reports

Completion of IDHS CCAP Training Requirements

This report shows whether you have completed the training and certification required for the IDHS Program (CCAP). For more information about the requirements, click [here](#).

Get Report

Summary of Requirements	Req	Met	Not Met
Child Development, Health, and Safety Training		Met	
Child Abuse and Neglect/Mandatory Reporter Training		Met	
CPR and First Aid Certification			Not Met
What is CCAP? Training for providers and program managers (webinar)			Not Met