

Instructions for Creating an MLN Account
& Completing CMS General Compliance & FWA Training

Note: Please use Internet Explorer or Safari – other browsers are not compatible

To create an MLN account:

- Go to <https://learner.mlnlms.com/Default.aspx>
- Click on 'Create Account'
- Complete all fields marked with a red asterisk
- Select 'Other' From the 'Health Care Provider' drop-down menu
- In the 'Other Health Care Provider' field, enter your title
- Select 'Other' from the 'Health Care Facility Type' drop-down menu
- In the 'Other Health Care Facility Type' field, enter 'N/A'
- Select 'None' from the 'Association' drop-down menu (unless applicable)
- Click 'Select,' next to 'Organization'
 - Enter 'CMS,' in the 'Find Organization' box, and click 'Search'
 - Check the box next to 'CMS-MLN Learners Domain – Organization'
 - Click 'Save'
- Enter the rest of the required information, and click 'Create'

To complete General Compliance & FWA Training for 2016:

- Log into your account and complete the following two modules:
 - Medicare Parts C and D General Compliance Training (December 2015)(Contact hours: 20 min.)
 - Combating Medicare Parts C and D Fraud, Waste, and Abuse (December 2015)(Contact hours: 30 min.)
- After successful completion of each module, click on 'Transcript,' click the training title, and complete the required evaluation survey (link is in left side menu).
 - Note: you will have to complete the evaluation survey for each individual module in order to get a Certificate of Completion for each.
- After completing the evaluation survey for each module, go back to 'Transcript.' You should now see a link to save/print your Certificates of Completion.

Questions? Email your Account Executive at Black, Gould & Associates.