



## Orientation & Milestone Requirements for All Online At-home WFA Certification

Greetings! There are two phases to this all-online certification course. You must complete and pass the first phase before you can attend the second phase (Skills Scenario Workshop "SSW"). Phase one takes several days and a lot of effort. Please carefully follow all steps to fully prepare for the SSW. Thank you for your commitment and don't forget to have fun! :)

### You will need ...

- [textbook](#)
- a "patient" who is/will be ...
  - another paying student; **or** a volunteer adult or child with solid attention span – they too will learn a lot!
    - If a paying student, minimum age 13, and must be just one person so you form a pair – no trios.
    - If a volunteer(s), can be one person the whole time, or two shifts: Eastern USA time 8:30am-12:30pm, and 12:30pm-6pm.
  - physically present with you during SSW.
  - fluent in English.
- All items in the [Device and Gear List](#), including needing to use a printer.
- strong, steady internet connection and reliable devices (camera, speakers, microphone, room lighting)

### Phase I (Pre-requisites: Videos, PAS Checklist, Splints, Quizzes, Exams)

1. Watch all videos from beginning to end. No skipping through or fast-forwarding please. \*\*
  - a. Password: a month before SSW, we will email you videos login credentials.
    - i. [Videos Dashboard for Fifth Edition Textbooks](#)
    - ii. [Videos Dashboard for Earlier Edition Textbooks](#)
2. Take detailed notes and write down questions. Finish all homework assignments.
3. Perform the following skills, as directed in video dashboard steps marked with "WFA Certification Candidates":
  - a. Make a patient assessment system (PAS) checklist; scan or photograph it.
  - b. Make an arm splint then take pictures.
  - c. Make a leg splint then take pictures.
  - d. Complete the Quiz in step #36.
  - e. Study your notes then take the [pre-SSW Entry Exam](#), closed-book, closed-notes, closed videos. *Multiple choice. Please don't share Qs with others. Score 80% or above to pass. You'll have a second chance a few days later giving you time to study videos and your notes again. Different questions are in each exam.*
  - f. Recerts of W.F.Responder (8-10 day course) and WEMT only: see additional steps in WFR recert email.
4. Upload all your photos. The due date and link are in the email with your videos login credentials. After an instructor evaluates your submissions and work, results and feedback will be posted there / in that same system.

**Important:** Carefully follow instructions in the videos and take good pictures. It's crucial to replicate the splint concepts as best as you can. An expert MEDIC SOLO instructor will analyze your pictures and if they do not assign a "pass" to your PAS checklist and both splints, you can lose your spot in the workshop.
5. At least a few days before your SSW ...
  - Test the link in Phase II below, create a Gather.town login account therein.
  - Check your internet signal and functionality of devices.
  - Angle your camera position to see your entire quiet work space.
  - Gather or borrow all required gear.

## Phase II (Live Skills Scenarios Workshop Day)

- [Device and Gear List](#)
- Link to your workshop, which we will email to you.
  - Password to workshop: please see the email we sent with your credentials.
- 8:15am Eastern USA time electronics check-in, allows time to remedy any technical issues.
  - Waiting room is where everyone begins; please wait while instructor checks each participant in one at a time.
- Timing of live session is 8:30am – 6pm Eastern USA time.
- No entry after 8:30am, sorry. It's disruptive and extends workshop day for everyone.

## Footnotes:

**\*\*** Please watch all videos attentively. We're required to use a video-host-provided report to confirm 100% completion without any sections of a video skipped. You may email ops (at) solowfa.com to request your individual report and see which videos you may have missed or didn't fully watch.

We provide videos access one month before SSW, because strong recollection of their content is needed during SSW.

It is not possible to swap your registration to someone else. If for any reason at all you need to change your SSW date, please let us know at least 2.0 hours before your SSW start time, and see our [transfers policy here](#).

## Contacts:

Questions about videos access, user account or technical issues, request your videos viewing report:

Email: email: ops (at) solowfa.com

All other questions: [contact us](#).

*One of our team members will reply as soon as possible during regular work hours, and beyond when capable. We appreciate your patience and understanding :)*