



## **Center for Clinical Standards and Quality/Survey & Certification Group**

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**Admin Info: 17-13-ALL**

**DATE:** April 14, 2017

**TO:** State Survey Agency Directors and Managers  
State Training Coordinators and Regional Office Training Administrators

**FROM:** Director  
Survey and Certification Group

**SUBJECT:** Universal Infection Prevention and Control Basic Training Online Course –  
Is Now Available on the Surveyor Training Website On-Demand (24/7, 365)

### **Memorandum Summary**

- The Centers for Medicare & Medicaid Services (CMS) Training Division has worked with the Centers for Disease Control (CDC) and the SCG Divisions to develop the new **Universal Infection Prevention and Control (UIPC) Basic Training** online course.
- The course is available On-Demand so that learners may access the course at their convenience. It is available 24 hours a day, 7 days a week, and 365 days a year. **New surveyors are expected to take this required prerequisite course during their State Survey Agency orientation. Experienced surveyors are required to take this course within one year of this memo.**
- **How to Self-Enroll:** Learners may self-register and self-launch the course on the Surveyor Training Website at <https://surveyortraining.cms.hhs.gov>. Course access instructions are provided below.

### **Background**

CMS has worked with the CDC to develop the UIPC training course which provides general information about the history and key elements of an effective infection control program, and it introduces the learner to a few of the more significant infections with high mortality rates.

### **The UIPC Online Course: Now Available On Demand**

The UIPC online course is now available on the Surveyor Training Website on demand. Learners can self-register and self-launch the online course at any time that is convenient to them, 24 hours a day, 7 days a week, and 365 days a year. Once enrolled, learners will have continued access to the course.

### **Course Access Instructions**

Learners will follow the instructions below to Self-Register and Self-Launch the online course:

Go to the Surveyor Training Website: <https://surveyortraining.cms.hhs.gov>.

Select **“I AM A SURVEYOR”**.

Enter your username and password into the fields\*.

Select the **“Submit Logon”** button.

Select **“Course Catalog”**.

Scroll down and search for the **Universal Infection Prevention and Control** online course.

Select the **“Register for this course”** button.

Select the **“Launch the Course”** button.

*\*Contact the **CMS Surveyor Training Website Help Desk** for assistance if you forgot or don't have your username and password or if you need technical support.*

### **Target Audience**

The UIPC course is a required prerequisite for basic surveyor training courses for all provider and supplier types. It is a required course for surveyors, reviewers and staff of all provider and supplier types.

New surveyors are expected to take this required prerequisite course during their State Survey Agency (SA) orientation. Experienced surveyors are required to take this course within one year of this memo. Thereafter, we recommend all surveyors and survey staff review this training annually, on an as needed basis, or as directed by their State Survey Agency to maintain and refresh their skills.

Non-survey professionals, generalists, managers, supervisors, training coordinators, and other SA or Regional Office (RO) support staff responsible for ensuring compliance with regulations are also encouraged to take the course.

### **Course Goal & Description**

The training prepares surveyors to evaluate practices and procedures used by health care facilities to prevent and control infections. It provides surveyors with the basic knowledge and skills needed to evaluate practices and procedures used by health care facilities to prevent and control infections.

This self-paced, asynchronous online course takes about 28 hours to complete, and provides **2.5 CEUs**. It consists of a Pre-Test, 2 learning modules, a final Post-Test\*, and a course evaluation.

*\*Learners are given three attempts to pass the final Post-Test with a score of 80 percent or higher. Learners who do not successfully pass the Post-Test within three attempts may re-enroll.*

**Contact:** If you need technical assistance, please contact the CMS Surveyor Training Site Help Desk, either by phone (1-855-791-8900) or by email at [cmstraininghelp@hendall.com](mailto:cmstraininghelp@hendall.com).

**Effective Date:** Immediately. This policy should be communicated with all State Survey Agency (SA) and Regional Office (RO) Survey & Certification staff, their managers and the SA and RO Training Coordinators within 30 days of this memorandum.

/s/

David R. Wright

cc: Survey and Certification Regional Office Management  
State Survey Agency Training Coordinators  
Regional Office Training Administrators