



Milestone Requirements for All-Online dtWFA Certification

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

You will need ...

- a [textbook](#)
- a Gmail address
- 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. Videos are on the Sprout Video platform. Look at your textbook version then click ...
 - i. [Dashboard v5](#) if you have the 5th edition textbook
 - ii. [Dashboard x](#) if you have a different version.
 - b. User ID and Password are in your video credentials email, which we send out a month before your SSW.
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. Practice the Recovery position with your patient, then take pictures.
 - c. Make an arm splint, then take pictures.
 - d. Make a leg splint, then take pictures.
 - e. Complete the Quiz in step #36, and upload your pictures into our Google Classroom.
 - *Later and in addition, we will send you a separate Pre-SSW Entry Exam, one week before your SSW date, due two days later. Prior to taking it, please carefully study your notes; the exam itself is closed-book, closed-notes, closed videos, and multiple-choice. Score 80% or above to pass.*
 - f. Recerts of W.F.Responder (8-10 day course) and WEMT: see steps in the separate WFR/WEMT Recert email we sent to you, including an additional private online session with an instructor (fee applies).

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 passing grade to your recovery position, checklist, and both splints, you can lose your spot in the workshop.



4. A few days before your SSW ...
- Create a [Gather.Town](#) account. We attach(ed) a how-to guide in your registration confirmation email.
 - You'll receive the link and password to the live instructor workshop if you've passed all prerequisites.
 - Check your internet signal and functionality of devices.
 - Angle your camera's position to see your entire quiet work space.
 - Have all items in [Device and Gear List](#) ready in your work space.

Phase II (Online Skills Scenarios Workshop Day)

- 8:15am Eastern USA time, log in at [Gather.Town](#) for check-in. This allows time to remedy tech issues.
 - Waiting room area is where everyone begins; please wait there while the instructor checks in each participant one at a time.
 - Please keep your cellphone on, until class starts.
- Your patient (a volunteer or classmate) must also be physically present with you.
- No entry after 8:30am, sorry. It's disruptive and extends workshop day for everyone.
- 6:00pm Eastern USA time is the scheduled end time. Graduates reported the class day went by quite quickly and enjoyably.
- [Agenda for SSW day](#)

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 video(s) you may have missed or didn't fully watch.

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

It is not possible to swap your registration with 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: 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 :)