

How to Print Your ICS or Traffic Incident Management Certificate

If you have not already provided proof of the training to the Vermont Fire Academy, you will have to attend classes on Incident Command (ICS) and Traffic Incident Management (TIM). There will be a record of the ICS and TIM training that you take as part of your Firefighter program with the Vermont Fire Academy in your training transcript. You must log in to the online Learning Management System (LMS) if you would like to retrieve a hardcopy certificate to turn into your fire department. The Vermont Fire Academy cannot print ICS or TIMS certificates.

All state employees have LMS accounts. If you are not a state employee, an account will be created for you by Vermont Emergency Management after successful completion of an ICS or TIMS course or you may create your account now at:

<https://vermont.csod.com/selfreg/register.aspx?c=%255e%255e%255eQGm2wxcSUvINsXvXjRys1A%253d%253d>.

To retrieve a copy of your ICS or TIMS certificate you will need to have registered for an account by visiting the Vermont Emergency Management Training website (link listed above). If you failed to register for an account but have completed the training you will need contact the Vermont Emergency Management training administrator at DPS.EMHSTraining@vermont.gov to request your log-in credentials.

Once your account is active, log in at <https://vermont.csod.com> to print copies of your ICS and/or TIM certificates or to register for other Vermont Emergency Management training.

All Vermont Emergency Management training is scheduled through the LMS, allowing you to browse for training, register for classes, and view your transcript.

If you have questions regarding how to navigate the LMS, please review the LMS User Guide at <https://vem.vermont.gov/training/trainingprogram/lms>.