Entering POST Training Videos (Multimedia) Course Rosters into EDI

Most POST training videos are eligible for two hours of Continuing Professional Training (CPT) credit.

Agency training managers who wish to present POST training videos for CPT credit or to satisfy mandated training requirements must always check the POST Course Catalog (Multimedia Course section) and/or EDI to ensure that the POST training video is still certified for use. Training videos that have been discontinued are removed from the POST Course Catalog and EDI. The POST Course Catalog is online at https://catalog.post.ca.gov/MultiMedia.aspx

Check with your POST Regional Consultant in the POST Training Delivery and Compliance Bureau at www.post.ca.gov/regional-training-map for questions about satisfying training requirements or mandates using POST training videos, presenter certification, the POST Course Catalog and EDI system, how to report training video CPT credit, etc.

Agency training managers may submit POST Course Rosters for POST training video presentations using the following simple steps:

1. Log into your EDI account at https://edinet.post.ca.gov/home.aspx

2. Under **GENERAL QUICK LINKS** section at left, select **Course Rosters** (or from the top header drop-down menus, select **Courses** then select **Rosters**.

3. Select **Enter Roster on Behalf of:** (Select **Agency/Presenter** from drop-down)

4. Select **POST MULTI-MEDIA COURSE** (Cert # 29000)

5. Select the **Presentation Title** (you can sort titles A-to-Z by clicking at the top of the column)

6. Follow prompts to complete the Course Roster.

Note that the "End Date" is the last date the trainees viewed the POST training video.

Contact the POST Training Delivery and Compliance Bureau at (916) 227-4863 or the Course Control Coordinator at (916) 227-4862 for more information about CPT credit, course rosters, and using the POST EDI system.