



How to Recertify

Entering Seat Checks

May 2020

How do I enter the requirements?



Click on CPS Tech/Tech To Be

[Home](#)

Log In

CPS Tech/Tech to Be

[Log In - CPS Tech/Tech to Be](#)



In general, we've found that using using [Google's Chrome](#) instead of Microsoft's Internet Explorer for web browsing is noticeably faster.

There are two available log-in options. Please review your choices and click on the one that best meets your needs.

This online system is for [Certified Technicians](#), [Instructors](#), course administrators and people who are interested in [becoming a CPS-certified](#). Here are some of the things you can do in the Certification Management system:

- [Make a CPS online profile \(if you've never been CPS-certified\)](#)
- [Register for a course \(Certification or Renewal\)](#)

Log In

Portal

Not Logged In

Safe Kids Online Services - Login

New Signup

Please click "New Individual Account" link in the left menu or "Create an Account" button on the right side if you have never made an online profile with Safe Kids before.

Forgot Your Password?

Please [click here](#) to have your password emailed to you.

Login

 [Show](#)
 [Forgot Password?](#)

Don't have an account?

If you are am new to CPS Technician Certification? Click on the Create An Account button below to create an online profile.

Need help logging in?

If you cannot remember your access information, select the "[Forgot Password](#)" link or contact our customer service team via email at CPScert@safekids.org or by calling 202-875-6330

Need help?

Why Verified Seat Checks?

- The primary purpose is to observe your interaction with parents and children.
- Direct observation helps ensure that communication with parents is accurate and consistent with the information and methodologies in the standardized curriculum.
- The verifying instructor or tech proxy must feel confident in your ability to communicate accurate information to a parent or caregiver and will double-check that the installation and paperwork are correct.



Find an Instructor or Tech Proxy

**NATIONAL
CHILD
PASSENGER
SAFETY
CERTIFICATION**
A Program of
Safe Kids Worldwide

[Who We Are](#) | [Newsletter](#) | [Policies and Procedures Manual](#) | [Contact Us](#) | 1-877-366-8154

[GET A CAR SEAT CHECKED](#) | [FIND A TECH](#) | [FIND A COURSE](#) | [LOGIN](#)

[BECOME A TECH](#) | [I'M A TECH](#) | [COURSE ADMINISTRATION](#) | [ORGANIZATION MANAGEMENT](#) | [RESOURCES - FAQs](#)

Find a CPS Technician **New Record**

...way for parents and caregivers to contact technicians for information and assistance. ...using the information on this site for your own business purposes.

...ver information you know. You don't have to fill in the entire form. For more results, use ...ou use, the more the search will be restricted.

...results will also be shown on a map after the results list.

This search only shows currently certified technicians who have approved that their information be public. If they are not in this list, ask to see their current CPS Technician Wallet Card or call Customer Service to confirm their certification: [877-366-8154](tel:877-366-8154).

What should you, as a caregiver, expect from a Child Passenger Safety Technician (CPST)? [Click Here](#)

Interested in becoming a CPS Tech? [Click Here](#)

Search for an Instructor or Tech Proxy

Search By

CPS Technician Last Name	<input type="text"/>	Certification Type	<input type="text"/>
State	<input type="text"/>	ExtraTraining	<input type="text"/>
Country	<input type="text"/>	Languages	<input type="text"/>
City	<input type="text"/>		
County	<input type="text"/>		
Postal Code	<input type="text"/>		

[Clear Form](#) [Search](#)

Search #1: Instructor

Find a CPS Technician **New Record**

Search

This directory is provided as a way for parents and caregivers to contact technicians for information and assistance. We ask that you refrain from using the information on this site for your own business purposes.

Fill in the form below with whatever information you know. You don't have to fill in the entire form. For more results, use fewer fields. The more fields you use, the more the search will be restricted.

If you include the city and state, results will also be shown on a map after the results list.

This search only shows currently certified technicians who have approved that their information be public. If they are not in this list, ask to see their current CPS Technician Wallet Card or call Customer Service to confirm their certification: [877-388-8154](tel:877-388-8154).

What should you, as a caregiver, expect from a Child Passenger Safety Technician (CPST)? [Click Here](#)

Interested in becoming a CPS Tech? [Click Here](#)

Search By

CPS Technician Last Name	<input type="text"/>	Certification Type	<input type="text" value="Instructor"/>
State	<input type="text" value="FL-Florida"/>	Extra Training	<input type="text"/>
Country	<input type="text"/>	Languages	<input type="text"/>
City	<input type="text"/>		
County	<input type="text"/>		
Postal Code	<input type="text"/>		

Enter State

Select Certified Instructor

Search #2: Tech Proxy

Search By	
CPS Technician Last Name	<input type="text"/>
State	<input type="text" value="FL-Florida"/>
Country	<input type="text"/>
City	<input type="text"/>
County	<input type="text"/>
Postal Code	<input type="text"/>
Certification Type	<input type="text"/>
ExtraTraining	<input type="text" value="Technician Proxy"/>
Languages	<input type="text"/>

Enter State (points to State field)

Select Tech Proxy (points to ExtraTraining field)

Search (points to Search button)



Add/Submit Seat Checks: Bottom of profile

Certification Information

Certification	Cert ID #	Cert Date	Valid Until	Status	Action
CPST	T938467	01/01/2018	12/31/2019	Active	Print Wallet Card Certification Details

Recertification - enter information and pay fee

Once all the requirements are met and you are **within four months of your certification cycle end date** you will see a "Recertify" link under Action items.

Certification	Recert Cycle	Completion	Recert Available	Status	Action
CPST	01/01/2018 - 12/31/2019	0%	08/31/2019	-	View Summary Add/Review CEUs Add/Submit Seat Checks Comm Education



Add Seat Checks

Enter last name and
pick from list.

Enter as many as
completed and click
submit.

Seat Checks

NOTE: The instructor will be sent a notification email for each seat check. This email is a courtesy and not required for them to review your seat check. If you are close to your expiration date, please contact the instructor/tech proxy directly.

1: Rear-Facing Infant CSS

Date of Activity 1/1/2018 - 12/31/2019

Lookup Instructor/Tech Proxy Enter Last Name

Instructor SK ID

2: Rear-Facing Convertible CSS

Date of Activity 1/1/2018 - 12/31/2019

Lookup Instructor/Tech Proxy Enter Last Name

Instructor SK ID

3: Forward-Facing CSS w/Harnesses

Date of Activity 1/1/2018 - 12/31/2019

Lookup Instructor/Tech Proxy Enter Last Name

Instructor SK ID

5: Installation using LATCH

Date of Activity 1/1/2018 - 12/31/2019

Lookup Instructor/Tech Proxy Enter Last Name

Instructor SK ID Kerry B Chausmer

Pending Review

- **The seat checks are submitted, not yet approved.**
- **An email goes out to the Instructor or Tech Proxy.**
 - The email is a courtesy. It is not required to review seat checks.
 - The Instructor or Tech Proxy can review seat checks at any time in their online profile.
- **If you are short on time, contact them directly.**



Email Notifications

- Instructor or Tech Proxy email notifications
 - Sent when submitted
 - Reminder emailed 2 weeks later
- When approved or denied, CPST gets email notification.
- Seat check status is always available in CPST profile.




Instructor/Tech Proxy Reviews

On profile home page

Seat Checks Pending					
Name	Cert ID	Date	Activity	Action	
Diana Prince	T938467	08/05/2019	5: Installation using LATCH	<input checked="" type="radio"/> Approve	<input type="radio"/> Deny <input type="radio"/> Pending
Diana Prince	T938467	09/23/2019	1: Rear-Facing Infant CSS	<input type="radio"/> Approve	<input type="radio"/> Deny <input checked="" type="radio"/> Pending

[Submit Seat Checks](#)

Seat Check Status Always in Profile

Certification	Recert Cycle	Completion	Recert Available	Status	Action
CPST	01/31/2018 - 01/30/2020	<div style="width: 54%;"><div style="background-color: orange;">54%</div></div>	09/30/2019	-	View Summary  Add/Review CEUs • Online CEUS

Total CEUs Reported		Report / Manage CEUs	Show Details
Date	Activity	Submitted	Approved
Seat Checks			
01/08/2019	574473: 3: Forward-Facing CSS w/Harnesses <small>Reported 1 Approved 1</small>	1	1
07/07/2019	588854: 4: Belt-Positioning Booster <small>Reported 1 Approved 1</small>	1	1
Category Seat Checks Total		2	2
CEU - 6 Required			
01/31/2018		2	2
09/17/2019		2	2
Category Continuing Education Total		4	4
Community Education			
11/06/2019	3. One hour (minimum) educational session	Yes	0
Category Community Education Total		0	0


Certification Detail: Bottom of profile

Certification Information

Certification	Cert ID #	Cert Date	Valid Until	Status	Action
CPST	T938467	01/01/2018	12/31/2019	Active	Print Wallet Card Certification Details

Recertification - enter information and pay fee
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Certification	Recert Cycle	Completion	Recert Available	Status	Action
CPST	01/01/2018 - 12/31/2019	0%	08/31/2019	-	View Summary Add/Review CEUs Add/Submit Seat Checks Comm Education



Need help?

CPST Certification Program

202-875-6330

cpscert@safekids.org

