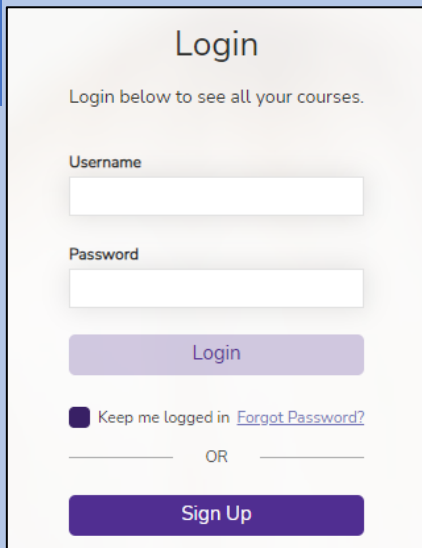


Provider Absorb LMS & Training Sign Up (Refresher Training Sessions)

Steps:

If you need any assistance with the Absorb LMS or signing up for training sessions, please reach out to ohiotrainingteam@maximus.com

1



Login

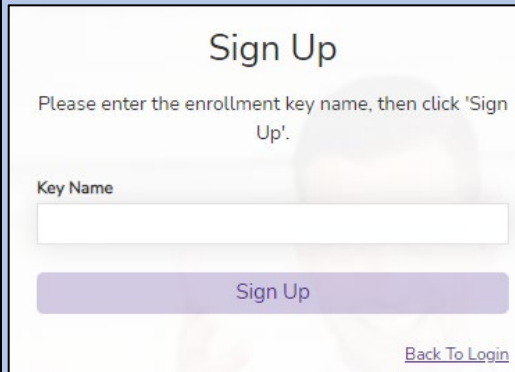
Login below to see all your courses.

Username

Password

☐ Keep me logged in [Forgot Password?](#)

OR



Sign Up

Please enter the enrollment key name, then click 'Sign Up'.

Key Name

[Back To Login](#)

Use the Enrollment Key link provided in communications to access the Absorb Learning Management System (LMS).

OR

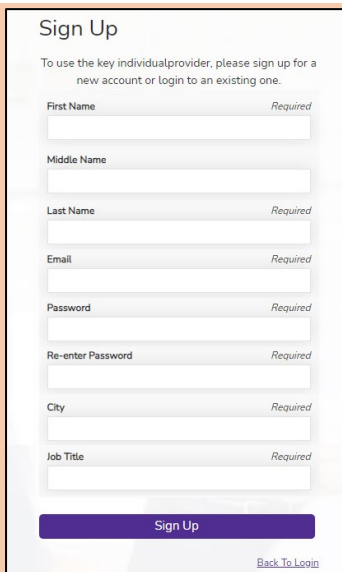
Go to

<https://ohiopnm.myabsorb.com/> and click **Sign Up** and enter the Enrollment Key.

Note: Enrollment Key information is listed on [Page 3](#) of this document.

If you have previously set up an account in the Absorb LMS, log in and skip to Step 3.

2



Sign Up

To use the key individual/provider, please sign up for a new account or login to an existing one.

First Name Required

Middle Name

Last Name Required

Email Required

Password Required

Re-enter Password Required

City Required

Job Title Required

[Back To Login](#)

Enter your demographic information and create a password for your Absorb account.

Note: Your email address and the password you create will be used to login Absorb each time you access the system after the initial sign up.

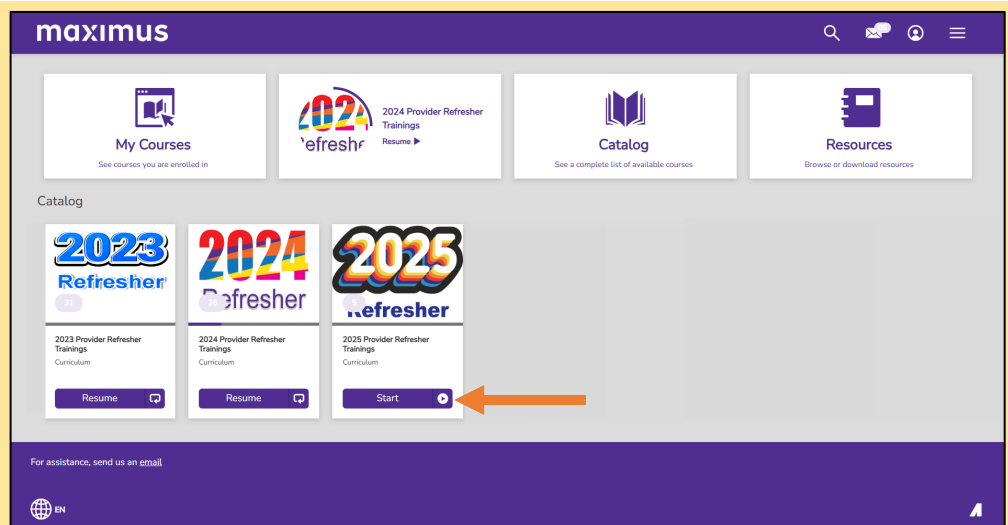
Once all information has been entered, click **Sign Up**.

3

After creating an Absorb account, you will be taken to the Dashboard.

Listed under the Catalog you will see all curricula that you have automatically been enrolled in.

To select the **2025 Refresher Training**, click **Start** or **Resume** to access the curriculum and locate training sessions and materials.



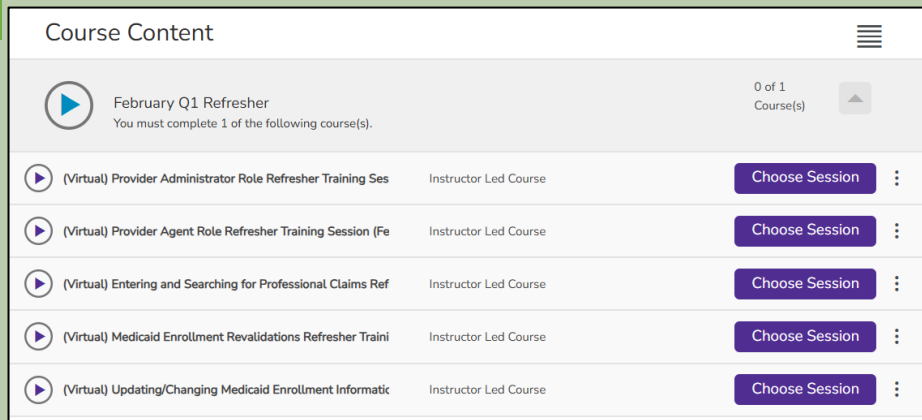
The dashboard shows the Maximus logo at the top. Below it are four main sections: My Courses, 2024 Provider Refresher Trainings, Catalog, and Resources. The Catalog section is expanded, showing three curriculum cards for 2023, 2024, and 2025 Refresher Trainings. The 2025 card has a 'Start' button highlighted with an orange arrow. At the bottom, there is a footer with a globe icon and the text 'For assistance, send us an email'.

TO LOCATE ENROLLMENT KEY INFORMATION FOR THE LEARNING MANAGEMENT SYSTEM, PLEASE VIEW TO PAGE 3 OF THIS DOCUMENT.

Provider Absorb LMS & Training Sign Up (Refresher Training Sessions)

Steps:

4



Course Content

February Q1 Refresher
You must complete 1 of the following course(s).

0 of 1 Course(s)

Course Title	Course Type	Action
(Virtual) Provider Administrator Role Refresher Training Ses	Instructor Led Course	Choose Session
(Virtual) Provider Agent Role Refresher Training Session (Fe	Instructor Led Course	Choose Session
(Virtual) Entering and Searching for Professional Claims Ref	Instructor Led Course	Choose Session
(Virtual) Medicaid Enrollment Revalidations Refresher Traini	Instructor Led Course	Choose Session
(Virtual) Updating/Changing Medicaid Enrollment Informati	Instructor Led Course	Choose Session

Under the Course Content heading, all the planned training courses/topics appear.

Each training course/topic has its own set of training sessions. You can sign up for a session under each topic listed, if you desire.

Locate the course you wish to enroll in and click the **Choose Session** button to sign up for a specific date and time the session is offered.

5

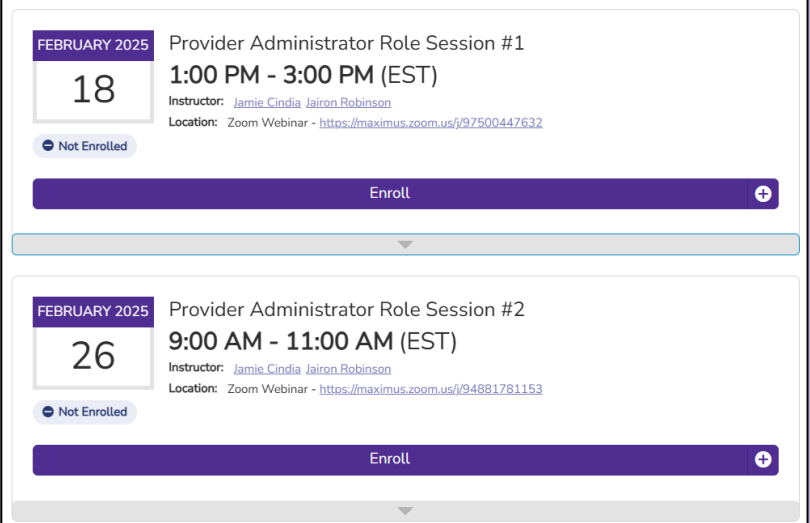
The course sessions display listing the date, time, and location (*a Zoom URL for virtual sessions*).

Click the arrow at the bottom of the session listing for more information about the session.

Determine which session you wish to sign up for and click **Enroll**.

An email confirmation will be sent to the email address you used to sign up, confirming your enrollment in the training session and providing a calendar invite for the date, time, and link to the session.

Upcoming Sessions



FEBRUARY 2025

18

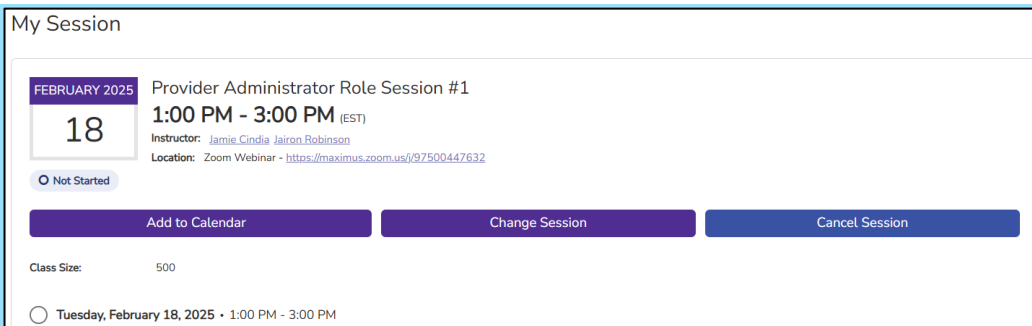
Provider Administrator Role Session #1
1:00 PM - 3:00 PM (EST)
Instructor: [Jamie Cindia](#) [Jairon Robinson](#)
Location: Zoom Webinar - <https://maximus.zoom.us/j/97500447632>
Not Enrolled
Enroll

FEBRUARY 2025

26

Provider Administrator Role Session #2
9:00 AM - 11:00 AM (EST)
Instructor: [Jamie Cindia](#) [Jairon Robinson](#)
Location: Zoom Webinar - <https://maximus.zoom.us/j/94881781153>
Not Enrolled
Enroll

6



My Session

FEBRUARY 2025

18

Provider Administrator Role Session #1
1:00 PM - 3:00 PM (EST)
Instructor: [Jamie Cindia](#) [Jairon Robinson](#)
Location: Zoom Webinar - <https://maximus.zoom.us/j/97500447632>
Not Started
Add to Calendar Change Session Cancel Session

Class Size: 500

Tuesday, February 18, 2025 - 1:00 PM - 3:00 PM

If you would like to change or cancel a session after signing up, click the corresponding **Change Session** or **Cancel Session** button to make the appropriate update.

To return to the Course Content section and sign up for additional sessions or access training materials, click  at the top of the page.

Provider Absorb LMS & Training Sign Up (Refresher Training Sessions)

Provider Group	Enrollment Key	Enrollment Key Link
Individual Providers	individualprovider	https://ohiopnm.myabsorb.com?KeyName=individualprovider
Group/Organization Providers	grouporgprovider	https://ohiopnm.myabsorb.com?KeyName=grouporgprovider
Hospital Providers	hospitalprovider	https://ohiopnm.myabsorb.com?KeyName=hospitalprovider
Facility Providers	facilityprovider	https://ohiopnm.myabsorb.com?KeyName=facilityprovider
Behavioral Health Individual Providers	bhindividualprovider	https://ohiopnm.myabsorb.com?KeyName=bhindividualprovider
Behavioral Health Organization Providers	bhorgprovider	https://ohiopnm.myabsorb.com?KeyName=bhorgprovider
DODD Waiver Providers	doddwaiverprovider	https://ohiopnm.myabsorb.com?KeyName=doddwaiverprovider
DODD Non-Medicaid Providers	doddnonmedprovider	https://ohiopnm.myabsorb.com?KeyName=doddnonmedprovider
ODA Waiver Providers	odawaiverprovider	https://ohiopnm.myabsorb.com?KeyName=odawaiverprovider
ODM Waiver Providers	odmwaiverprovider	https://ohiopnm.myabsorb.com?KeyName=odmwaiverprovider