

DECS Course Instructions

For Active Air Force, U.S. Federal Government & Canadian Military Dental Personnel

The Dental courses from Dental Evaluation & Consultation Service (DECS) are available to all employees in the Federal Dental Services and Canadian military dental personnel.

PERSONNEL WITH CAC: Access the courses via the kx website <https://kx2.afms.mil/kj/kx2/DECS>. Or, if your branch has a contract with Swank HealthCare, you may log into the Swank Learning Management System. Call 800-950-4248 if you need the website URL or if you need to be registered.

PERSONNEL WITHOUT CAC: You must first register with Swank HealthCare by following the steps below:

- Visit www.swankhealth.com
- At the top of the website, click *Login Help*
- Click the *Need to Register* link
- Create a UserName/ID and enter your information
- For the question, "What are you interested in?", select *DECS CE Courses*
- Click the *Update* Link at the bottom of the page
- Read the Privacy Policy Acknowledgement and click *Continue* if accepted

1. Select a Course

- Under "DECS CE Courses", click *Dental*
- Click the *View Course* link of the course you want to view

2. View the Course

- Click the *View Module* link
- Click the *Click here to view* link
- Close the content window

3. Evaluate the Course

- Click the *Evaluation* link
- Complete the evaluation and click the *Continue* link
- Answer the test questions (80% required to pass)
- Click *Continue*

4. Print your CE Verification Letter

- Click *View Certificate*. A copy of the certificate is saved under the My Completed Courses tab for future reference and/or printing.
- Click *Logout* if you are finished or return to the Course List to take another course.

For questions about course content, contact:
Lt Col Kelli C. Mack DSN 389-8239, COMM (210) 539-8239 or
kelli.c.mack.mil@mail.mil

For questions regarding registration or course viewing, contact:
Swank HealthCare at 800-950-4248 or mail@swankhealth.com

