

K HELPS Quick Guide: Signing up for RRVC

This quick guide will instruct you on how to register for the Medical Reserve Corps (MRC) and the Radiation Response Volunteer Corp (RRVC). You will need to be accepted into a Medical Reserve Corps (MRC) unit before you are able to be accepted for RRVC. This guide will instruct you on both registrations.

Step 1: Log into KHELPS www.kentuckyhelps.com

Step 2: If you are already a member on KHELPS sign in and skip to **Step 7**. If not, click on “Register Now” button

Member Login

Username:

Password:

Forgot Username or Password?

Log In

Not Registered?

Register Now

Step 3: You’ll be taken to a registration page. Click on “Add Organizations”.

- ① For the best experience, do not use the refresh, stop, back or forward buttons on the browser and only single-click buttons within a page.
- ② An asterisk (*) indicates a required field. You will be alerted if the required information has not been entered.
- ③ For your security, all communications are encrypted and you will be logged out automatically if you are inactive for more than 60 minutes.
- ④ We recommend [Microsoft Internet Explorer for Windows](#) (8.0 or newer), [Mozilla Firefox for Mac or PC](#) (3.5 or newer), [Apple Safari for Mac or PC](#) (5.0 or newer) or [Google Chrome for Mac or PC](#) (16.0 or newer) with JavaScript enabled and pop-up blocker turned off to use this site. Please see your browser’s help file for more information.




Organizations

Organizations represent official groups that you have affiliation with as a K HELPS (training) user. Click the Add Organizations link below to see a complete list of organizations and select those you want to join.

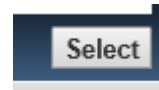
*** Add Organizations**

Organization(s):

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-  ESF 8 Epidemiology Team Organizations
-  ESF 8 SNS RSS Response Team Organizations
-  KCCRB Disaster Behavioral Health Group Organizations
-  KCCRB Kentucky Community Crisis Response Team Organizations
-  KDPH Radiation Response Strike Team Organizations
-  MRC (Medical Reserve Corps) Organizations
 -  Ashland-Boyd-Catlettsburg MRC
 -  Barren River Area Development District MRC
 -  Boyle County MRC
 -  Bracken County MRC
 -  Breathitt County MRC
 -  Buffalo Trace MRC
 -  Bullitt County MRC

Step 4: To join RRVC you must first **sign up for and be accepted** to an MRC organization. Click the plus sign (+) beside the MRC (Medical Reserve Corps) Organizations. Once you do the list will expand to show each county MRC unit. Click the check box of the county you would like to join. Once you check the check box press the “Select” button in the bottom right hand corner.



Step 5: Once you press the “Select” button the organization will populate in the organizations box.

Organization(s):

Ashland-Boyd-Catlettsburg MRC x

Step 6: Continue filling out your user information. This will include account information, contact information, work and training information. Anything with an asterisk (*) is required to continue. Once you have filled out the information click the “Next” button. Once you do, your account is created.

⏪ ⏩
Attention Required
✕

Alert 1 of 1

Congratulations, you are now registered in the Kentucky Health Emergency Listing of Professionals for Surge Database.

Additional information is needed in order to make you eligible for potential MRC deployments. Please take the time to fill out all of the sections listed in your Profile Summary.
This message will appear each time you return to the Home page until all sections are completed.

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Step 7: Once you have been accepted and went through your MRC training you may sign up for the RRVC. To do this you will go into your KHELPS account. Once you log in you will be on your home page. Click on the “Organizations” Tab. Then click on “All Organizations”.



Step 8: A list of Organizations will be populated. Click on the plus sign (+) next to Radiation Response Volunteer Corps (RRVC) Team. Then click on the Radiation Response Volunteer Corps (RRVC). Then click on the “Join” button on the description page to the right of the organization list.



- ☒  KCCRB Disaster Behavioral Health Group Organizations
- ☒  KCCRB Kentucky Community Crisis Response Team Organizations
- ☒  KDPH Radiation Response Strike Team Organizations
- ☒  MRC (Medical Reserve Corps) Organizations
- ☒  Radiation Response Volunteer Corps (RRVC) Organizations
- ☒  Radiation Response Volunteer Corps (RRVC)
- ☒  State Health Insurance Assistance Program (SHIP) Organizations

Step 9: Congratulations! You have applied to be in the Radiation Response Volunteer Corps (RRVC). After you click “Join” your name will be submitted to the group administrator. They will accept you into the RRVC if you meet the training criteria. If you have any further questions please contact your MRC unit leader.