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The 5 Most Important Compliance Tracking Tools Within the ExpertusONE LMS Platform

Training managers know that the biggest and most important part of any learning and development strategy isn't the course selection but the compliance tracking. Across industries, training exists to equip and train employees, partners, customers, and sales teams with essential information. These types of training are detailed, specific, and critical to the success of an organization. They must be measured and tracked so that leaders can determine if their teams are compliant with industry regulations and standards, so the organization can keep operating.

Compliance tracking is a complex process. Without a digital system to support compliance management, it can be difficult to measure and report compliance at a high level and a granular level. The ExpertusONE LMS platform has multiple features that help organizations track compliance and stay on track with industry regulations.

Whether you run a healthcare organization, a manufacturing company, or you need to train a large network of sales professionals, our digital LMS platform can support your compliance training needs.

Here are five critical compliance tracking tools the ExpertusONE platform has to offer.

1 Audit trails and audit reporting to promote transparency

When it comes to compliance reporting, it matters most that you can show a trail of training to determine when and how your team members were trained and whether or not they are still in compliance. If your organization is subject to a compliance audit, it's critical that you have the relevant information readily available so that your team can pass the audit. This comes down to organization and documentation. How you choose to record and organize your training information can make or break compliance reporting. Without records of training, your team and organization will not be considered compliant, which can halt your organization's operations.

The ExpertusONE platform makes it easy to conduct an audit trail and pass compliance audits because compliance tracking is automated. Training leaders can view a learner's course history, the training t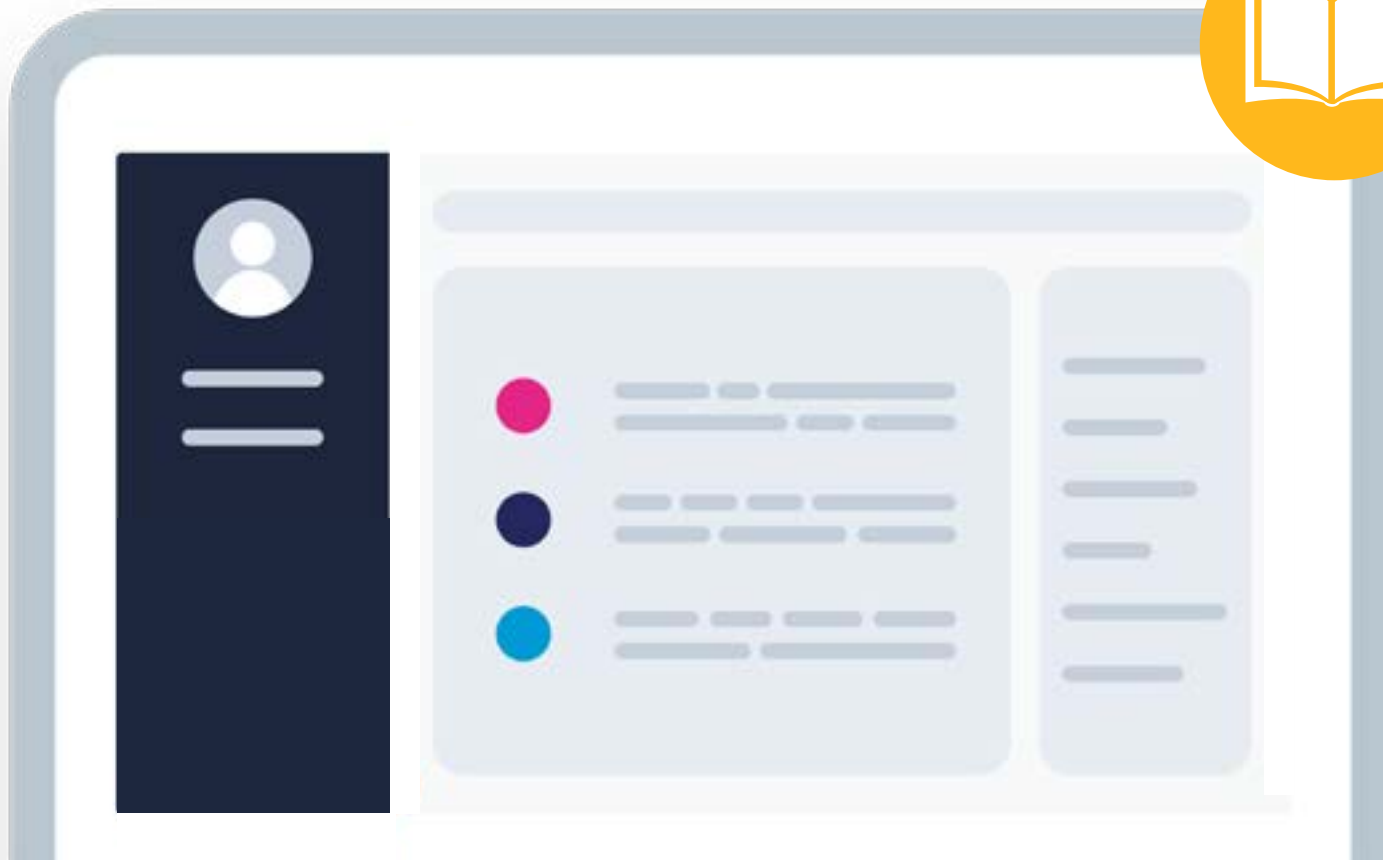asks they've completed, and changes to their record. These granular-level data insights help leaders determine when each team member may have fallen out of compliance. With this information, leaders can communicate with team members and ensure they get back on track.

ExpertusONE's platform offers various types of audit reports to cater to different compliance needs. Organizations can look at reports that cover assessments, classes, organizations, banners, certifications, content topics, surveys, curricula, and user audit reports, depending on their need at the time.

Each of these reports examines the users' training histories at the granular level and at a higher level to give insights into the organization's overall compliance.

When a compliance issue arises—perhaps a team member has fallen out of compliance, or a group of healthcare personnel were not assigned essential training—the platform's detailed audit trail can show where changes occurred or when errors happened. This way, training managers will have the information needed to resolve the problem.

2 | Track and manage different versions of training content

In highly specialized industries like healthcare or high technology, updates happen regularly. Most healthcare training is updated each year, if not more than that, to ensure that healthcare professionals provide the highest standard of care and follow industry guidelines. These updates may be small or large, but they impact compliance, especially when determining which teams comply or not.

If one healthcare professional was due for recertification in a specific skill in January of one year and took the appropriate training, they would be considered compliant until that certification expired. However, if the training was updated with new regulations in the summer of the same year, that healthcare professional would not be up-to-date on industry standards. This is where content versioning is essential. With the ExpertusONE platform, managers can

see exactly which version of the course was taken and when and then determine if the learner needs to be recertified with a newer course.

The ExpertusONE platform makes it possible to house multiple versions of your content on a single platform. The system tracks which learners correspond with each version of the content and then stores that data. When content is updated, the platform can easily switch users over to the newest version so that they have the most relevant courses. This reduces the administrative burden and ensures consistency across the organization.

3 | Follow up on training even after deadlines have passed

It happens. Team members fall out of compliance because they've missed a deadline, couldn't remember their password, or became too busy to complete their training in time. Instead of requiring administrators to go through the system and reassign courses after a learner falls out of compliance, the ExpertusONE LMS platform has multiple post-deadline statuses that can automatically be applied. Depending on the setting, learners can access courses after the deadline has passed, or their account will be marked with an "incomplete" status if they do not take the course on time.
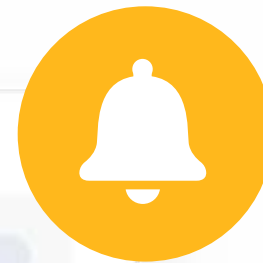
A post-deadline status helps training managers organize team member compliance and ensure that team members can still stay on track (even past deadlines), and they can do so without extra oversight from managers. This streamlines the compliance tracking process and reduces the frustration of assigning and assigning courses when learners don't complete them on time.

4 | Reduce admin hours with smart reminders and alerts

Compliance tracking is a huge undertaking, and for many organizations, this has meant hours of assigning, auditing, and administering updates. It doesn't have to be that difficult. The ExpertusONE platform sends automated reminders, alerts, and notifications so that learners keep up with their courses and deadlines. This is a simple process change that can transform the way managers run training programs, reducing the burden on administrators by automating the follow-up process.

With the ExpertusONE LMS platforms, learners can stay on track because they will be notified both on the platform and on other systems so that their training doesn't lapse. The platform has a user-centric design that notifies each learner of their course statuses, any compliance issues they may have, and when their training will be out of date. All of these features ensure that both team members and organizations as a whole stay compliant.

5 | Follow industry compliance standards

Compliance regulations vary by industry, and each organization will be held to a different set of rules. In the healthcare industry, for example, providers must follow a rigid set of rules that ensure safety. The ExpertusONE platform makes it easy to comply with regulations like those under 21 CFR Part 11. We offer essential features like e-signature verification, CMEs and CEUs, validated environments, and a secure user authentication process.

Tracking compliance doesn't have to be difficult, time-consuming, or stressful. With the best digital LMS platform in hand, you can ensure that your team adheres to industry regulations and that your organization complies. Use the ExpertusONE digital LMS platform to manage everything from specialized training to organization-wide courses. Keep an audit trail and documentation of learner progress within a single platform so that it's easy to refer back to training history and create updated reports. A digital LMS platform streamlines learning and development strategies and makes it possible for organizations to stay compliant all the time.

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Interested in learning more about ExpertusONE for compliance training?

Contact us today for a demo.