

The Breath Analysis Online Recertification course is offered as a recertification option in accordance with 10NYCRR Part 59.7(b) of the New York State Department of Health Rules and Regulations. The online recertification option can be used every recertification period.

The online recertification course can be accessed at the web address of [www.nydjssims.com](http://www.nydjssims.com)

**As with any of the approved recertification methods, Breath Analysis Operators may only take the online recertification course if they are within 120 days prior to their breath analysis operator permit expiration date.**

**First time users will need to create an account by:**

1. Access the recertification website at [www.nydjssims.com](http://www.nydjssims.com)
2. Click on “Create an account”
3. Enter the requested data and submit request
4. Once the account has been activated, the user will receive an email advising them of the account activation. **(the account is not accessible until the user has received the activation email)**
5. Once the account is activated the user may go on the website, and log in by entering their username, password, BAO permit number and their BAO permit expiration date.
6. Once logged in, select “Recertification Course”, and complete the course.
7. Upon completion of the course, the system will generate a certificate indicating proof of successful completion. Please note, the certificate is not the user’s BAO permit. Their permit will be sent to them by email from the NYS Department of Health.

Please note: **Account activation may take up to (2) two business days not counting weekends and holidays.**

**For returning users:**

1. Access the recertification website at [www.nydjssims.com](http://www.nydjssims.com)
2. Enter Username, Password, BAO permit number and their permit expiration date.
3. For users that have an existing account who have forgotten their password, there is a “Forgot Password” function on the sign in page of the course
4. Select “Recertification Course” and complete the course.

5. Upon completion of the course, the system will generate a certificate indicating successful completion of the course. Please note, the certificate is not the user's BAO permit. Their permit will be sent to them by email from the NYS Department of Health.

**The following DCJS staff members may be contacted for assistance during office hours**

Jan Near	518-485-7609	email: <a href="mailto:jan.near@dcjs.ny.gov">jan.near@dcjs.ny.gov</a>
Matthew Slater	518-485-5115	email: <a href="mailto:matthew.slater@dcjs.ny.gov">matthew.slater@dcjs.ny.gov</a>
Kevin Boehme	518-457-3088	email: <a href="mailto:kevin.boehme@dcjs.ny.gov">kevin.boehme@dcjs.ny.gov</a>

**Do Not contact the Department of Health as they do not administer the course and they will not be able to provide assistance.**