



Finding Required Courses

MyLearningLink for Connect Care

“MyLearningLink” (MLL) is Alberta Health Services’ (AHS) online learning management system. It is used to facilitate the registration, scheduling, delivery, completion tracking and assessments (End User Proficiency Assessments, or EUPAs) for Connect Care training. Users can find information about their basic training courses and the dates, times and locations offered.

Required Courses

Required courses for prescribers are normally part of Basic Training and in-person or virtual laboratory-based sessions. One or more courses are pre-assigned based upon the prescriber’s anticipated role in Connect Care and needed clinical information system functions. The prescriber will have received an email indicating the required course name and that MLL is ready to use. Refer to this tip if: 1) **access** to AHS networks has been granted, credentials (Healthy userid and password) are working, 2) an email invitation to Connect Care basic training registration has been received. Note any required course identifier (e.g., “Epic – CMIO Inpatient Admitting ILT”) provided in the email invitation.

Preparing Your Internet Browser for MLL

If this is the first time accessing MLL, be sure to check configuration tips for prescribers:

- **Tip: Using MyLearningLink**

Accessing MyLearningLink

Use Internet Explorer or Edge on AHS computers, or Chrome on non-AHS computers to access MLL:

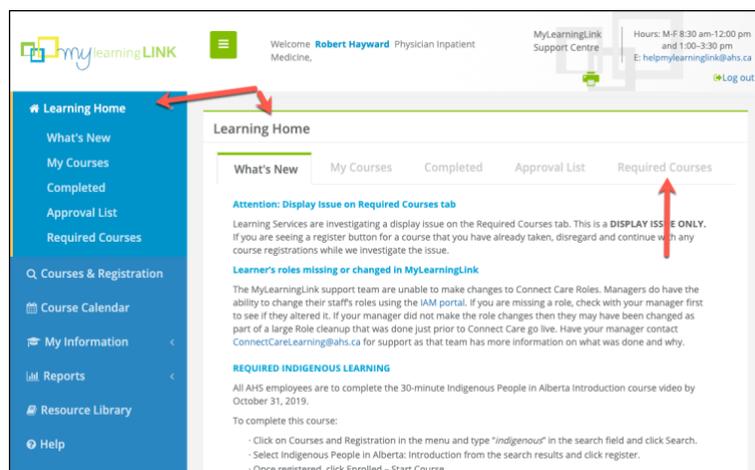
- mylearninglink.ahs.ca

When prompted, provide your usual AHS userid and password, then land on the Learning Home in MLL.

Finding Required Courses

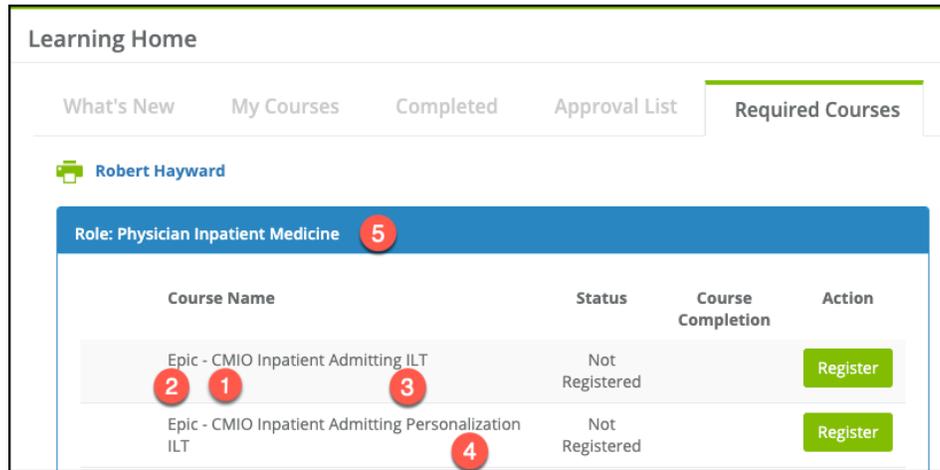
Usual Method

With MLL opened, be sure to start at the “Learning Home” (click on title in left-column if needed), note the tabs that appear across the top of the Learning Home screen, and select the “Required Courses” tab.





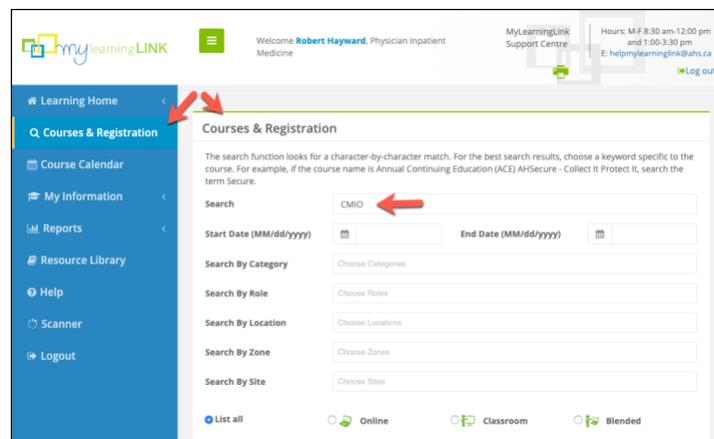
Note the course names on the Required Courses tab, one to a row. Connect Care Basic Training courses for prescribers have names that start with “Epic – CMIO...”. There should be one or more of these corresponding to what was identified in the registration email.



Note keywords that may appear in required course names:

1. CMIO – “Chief Medical Information Office” indicates a course for prescriber role(s).
2. Epic – appears as at the beginning of all courses that relate to Connect Care.
3. ILT – “Instructor Led Training” is usually set for in-person laboratory classroom training but may be conducted via webinar or teleconference for some roles in some waves.
4. Personalization – indicates a personalization course, workshop or laboratory that can be taken only after Basic training (ILT) is complete and a EUPA has been passed.
5. Role – If a user is assigned more than one Connect Care role (e.g., Emergency physician and Family physician), required courses may be grouped by role with each role appearing as a blue band. Selecting a role-band will cause it to expand and reveal the required courses for the role.
6. EUPA – “End User Proficiency Training” indicates an online proficiency assessment containing a set of questions that must be answered with 80% or more answers correct in order to gain access to the production (PRD) instance of Connect Care and proceed to the next level of courses.

Backup Method





If your expected course does not appear in the Required Courses tab (after checking all role bands), select “Courses & Registration” from the MLL left-column links, enter “CMIO” in the Search box, then click on the “Search” button to list matching courses. Look for the course named in your course registration invitation email.

Register for a Course

Upon finding a Basic or Personalization course, you will need to “Register” to confirm the time and place of the training you will attend.

1. Click on the green “Register” button that is right-most in the row for the desired course.
2. A popup-window will provide more information about the course above a list of the times and places available.
3. Click on the “Register” button that is right-most in the row for the desired location and time.
4. A secondary popup window will ask for confirmation.
5. Once successfully registered, the right-most action button in the course row will change to “Start”. Selecting this will initiate an online course and show information for Instructor Led Training.
6. Repeat these steps for all Required courses.
7. The same process is followed when registering for self-directed online e-learning courses or demonstrations.
8. If you would like to review a completed course, select “Learning Home” in the MLL left column, then the “Completed” tab, then select the appropriate course “Review” action button.
9. To review all courses with successful registrations, but still incomplete, select the “My Courses” button on the “Learning Home” display.

Epic - CMIO Inpatient Admitting ILT

Mobile Ready - Not Applicable

Description - In this course you will learn Epic functionality to perform key inpatient/outpatient physician tasks including: admitting, rounding, consulting, discharging and transfer, office visits and procedural visits.

Course Objectives - Following Completion of this course, you will:

1. Describe, define and differentiate between relevant terminology, t
2. Demonstrate knowledge of role specific tasks and workflows and computer system (Epic);
3. Search, validate, and evaluate information within the system and a
4. Select, evaluate, and utilize appropriate system tools to support an

Target Audience - Physicians/Providers who are in the Medicine, Intern

Learner Contact - mip@ahs.ca

Additional Information - if you believe you have been assigned this cou

Course Requirements - It is essential that learners access any required eLearning courses prior to attending any Instructor Led (in Classroom) Training.

Course Prerequisites - None

Certificate Prerequisites - None

Session	Date	Location	Site	Details	Enrolment	
10070	Wed Mar 11, 2020 3:00PM - Wed Mar 11, 2020 10:00PM	St. Albert	Sturgeon Community Hospital (201 Boudreau Road)	Session Details	2 out of 8	Register
10071	Thu Mar 12, 2020 3:00PM - Thu Mar 12, 2020 10:00PM	St. Albert	Sturgeon Community Hospital (201 Boudreau Road)	Session Details	4 out of 8	Register

Getting Help

Guides and troubleshooting tips are available within MLL. Additional CMIO tips include:

- [Tip: Using MyLearningLink](#)
- [Manual: MyLearningLink](#)

For physicians who need additional support while using personal computers, contact:

- ConnectCare.PhysicianTraining@ahs.ca

If the tips and links provided here do not resolve your issue, please contact HelpMyLearningLink@ahs.ca or the AHS IT Service Desk at 1-877-311-4300.