

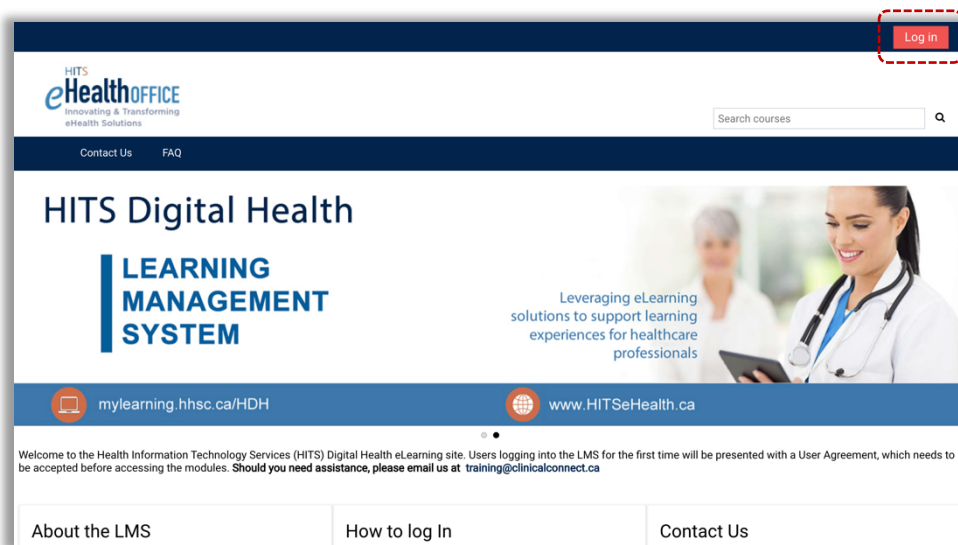
How to Access the HITS Digital Health (HDH) Learning Management System (LMS)

The Learning Management System (LMS) provides easy access to a suite of online learning courses and can be accessed from any browser or device connected to the internet. Your eLearning courses will be assigned to you automatically based on your appointed ClinicalConnect role(s) e.g. Sole Practitioner (Physician) Participant, Privacy Contact, Privacy Auditor and/or Local Registration Authority (LRA). If you hold multiple roles for your organization, you may be assigned multiple eLearning modules.

How to Log into the LMS

STEP
1

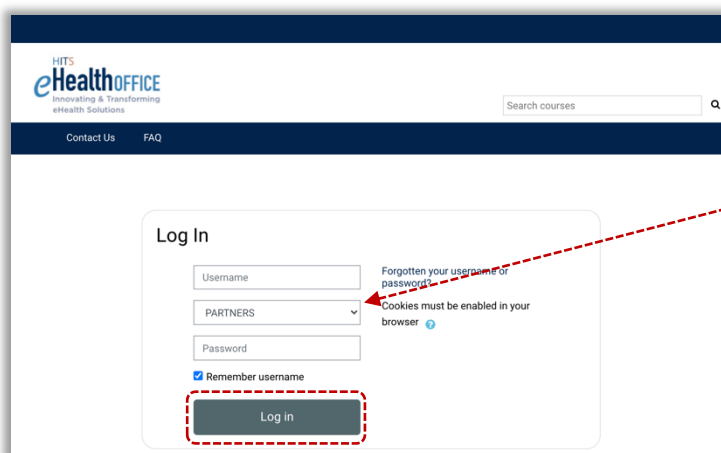
The HITS Digital Health (HDH) Learning Management System (LMS) can be accessed by visiting: <https://mylearning.hhsc.ca/HDH> using any browser on a computer or mobile device with an Internet connection.



Click **Log In** to begin

STEP
2

Use your Access Governance System (AGS) username and password to log in.



Enter your username and password in the provided fields and make sure the **PARTNERS** Domain is selected.

NOTE: If you are an HHS physician with a username provided to you by HHS, you must select the **HHSC** domain instead and log in with your credentials.

NOTE: Users logging into the LMS for the first time will be presented with a User Agreement, which needs to be accepted before accessing the modules.

How to select a course to begin your eLearning.

STEP
3

You are now logged into your learning profile **Dashboard**. The Dashboard contains the **Compliance Overview** section at the top of the page and the **Course Overview** section below. The Compliance Overview displays your assigned eLearning modules that you are required to complete and will track your course progress as shown in the example.

The screenshot displays the HITS eHealthOffice dashboard. At the top, there is a navigation bar with the logo and a search bar. Below the navigation bar, there are several sections:

- Navigation:** A sidebar menu with options like Dashboard, Site home, My courses, Haystack IS Auditing Tool Orientation, ClinicalConnect: Privacy Contact Orientation, New Privacy Auditor Orientation, Reports, Equivalencies, and OCI™ Tools.
- Compliance Overview:** A table listing courses with columns for Course, Duration, Status, Completed, and Due Date. The table includes courses like 'ClinicalConnect: Haystack IS Auditing Tool Orientation' (30:00, Compliant, Feb 25, 2021) and 'ClinicalConnect: Privacy Auditor Orientation' (2:00, Not completed).
- Course Overview:** A section showing course cards with progress bars. The cards are arranged in a grid. A dropdown menu is open over one of the cards, showing options for 'Card', 'List', and 'Summary'.

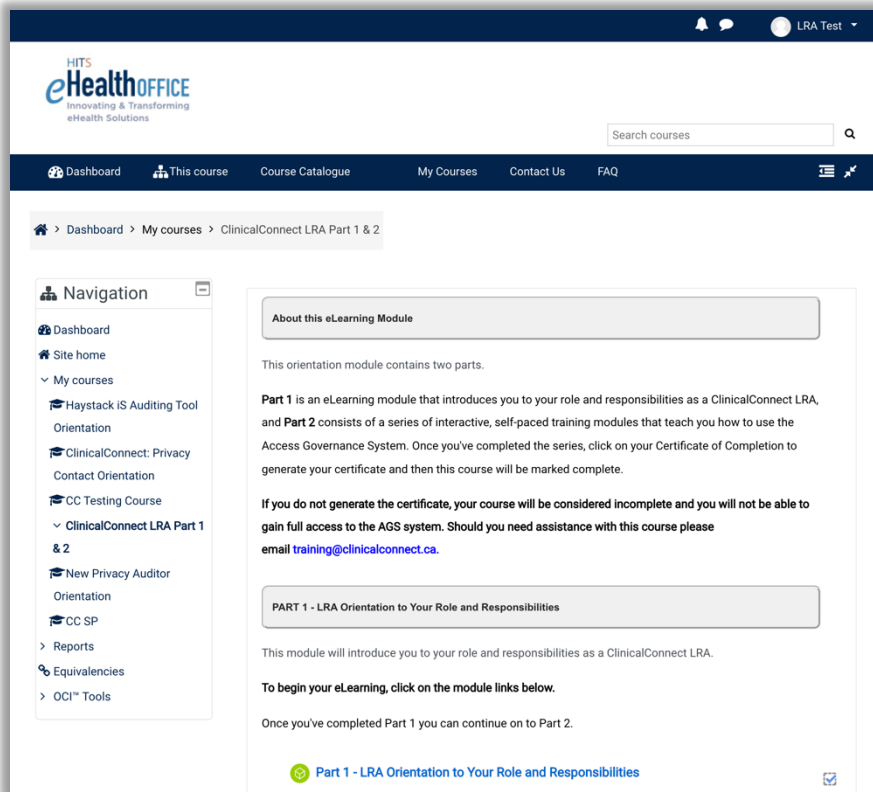
Annotations with red arrows point to specific elements:

- A callout box says: "Click on the course title to begin." pointing to the 'ClinicalConnect: Privacy Contact Orientation' title in the Compliance Overview table.
- A callout box says: "The Course Overview section also lists your courses and displays them in a Card view by default. You can sort or filter the course as needed and change the overview layout." pointing to the Course Overview section.
- A callout box says: "Click the arrow to change the overview layout." pointing to the layout dropdown menu in the Course Overview section.

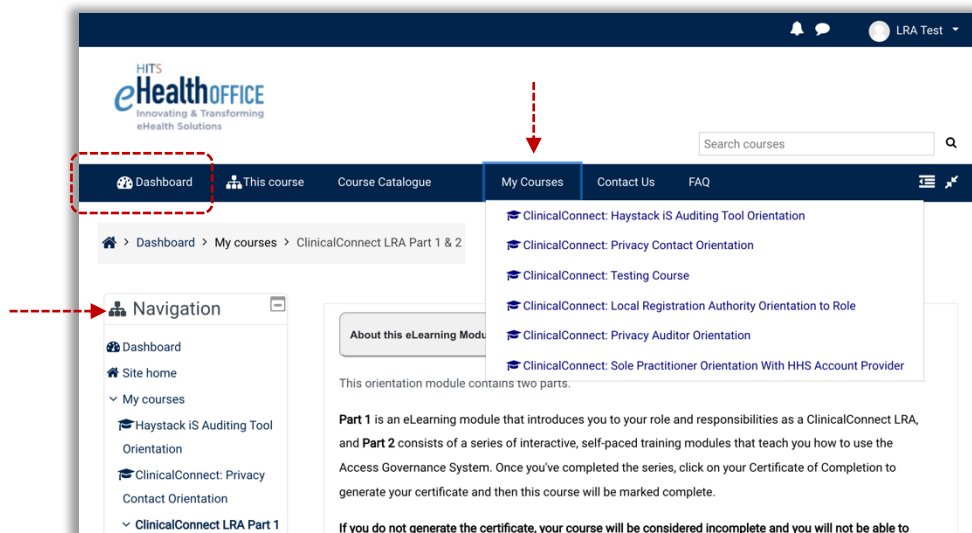
STEP

4

Once you've selected your course from the Dashboard, your course activities will display on the page with clear instruction and you can begin whenever you're ready. If you can't complete the entire course at once, you can log out and return to the LMS and continue where you left off.

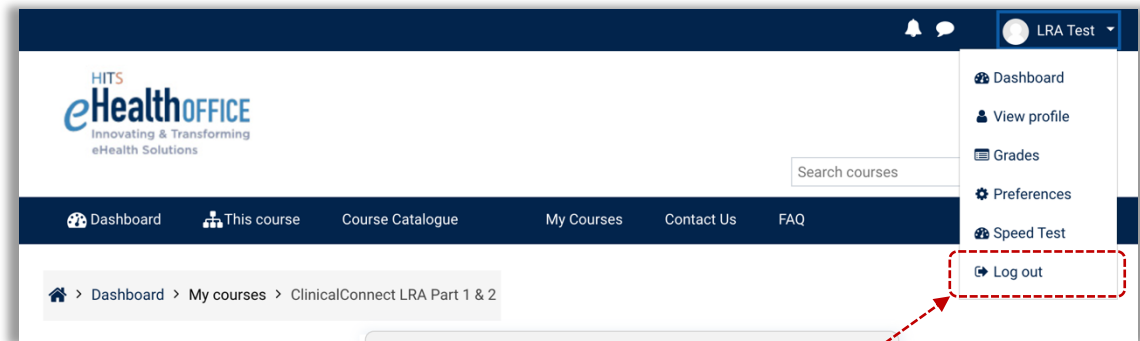


You can also use the **My Course** tab or the **Navigation** menu in the top banner to see a list of courses assigned to you. If you wish to review the content of a course you've already completed at a later date, you can do that too by selecting the course from your **Dashboard** or from the My Courses tab.



How to Log Out

STEP
5



To log out, click on your name in the top right corner of the screen, then select the **Log out** option from the menu.

Contact Us

If you have questions about your learning profile or need assistance, please contact us by emailing training@clinicalconnect.ca.