

Instruction Sheet for Hospital eLearning – Medical Students

Welcome!

Hospital Required elearning: elearning is mandated by legislation or policy and is a requirement for anyone working, training or volunteering within the hospital buildings – it can cover important policy, safety and clinical related topics.

At some point all Schulich Medical Students both London and Windsor will be on hospital premises and therefore are required to complete the London Hospital elearning.

Privacy and Confidentiality Education is accessed by a URL and will require your last name and Schulich ID to start. All other required elearning is located in the Learning Management System called ME(MyEducation), this system is accessed with your hospital Corporate Username and Password.

PART 1: PRIVACY AND CONFIDENTIALITY

You are required to complete and e-sign the online Privacy and Confidentiality Education online training using the below link, surname, and password.

Link: <https://medicalaffairs.lhsc.on.ca/privacy/>

Surname:

Password(Schulich ID):

PART 2: INSTRUCTIONS FOR ME (MyEducation)



Below is your hospital Corporate username and temporary password which are required to log into ME (MyEducation) learning system.

Link: <https://ilearn.lhsc.on.ca/Saba/Web/Main>

Username:

Temporary Password:

IMPORTANT NOTE:

You must change your temporary password BEFORE signing into ME by clicking [here](#)

Instructions to access ME (MyEducation) are outlined below:

1. Go to the [ME \(My Education\)](#) webpage
2. Enter your Corporate ID and Corporate password to log into ME.
5. Once you log into ME, the elearning that you need to complete will be listed under the heading called “Current learning”
6. Click on “Begin registration” and then on the next page click on “Complete Registration” to launch the eLearning. A separate window will open with the eLearning content, follow the instructions within.

- If you exit the system without finishing the elearning it will not record your completion. When you log into ME again, that elearning will be listed under “Current Learning” with the option to “Launch” Click on “Launch” to restart where you left of.
- Please note that should you need to obtain or reset your hospital Corporate Password, you are required to contact the hospital HELPDESK at 519-685-8500 ext. 44357. You will be required to provide your name, day and month of birth along with your student number.
- For more information on the system requirements please visit the Medical Affairs [website](#).