



Interior Health
Every person matters

MEMO

To: All Physicians with Privileges in IH Facilities
Cc: Executive Medical Directors
From: Dr. Etherington, Vice President, Medicine and Quality
Date: February 5, 2016

RE: Required Hand Hygiene Course for Physicians

Effective with the upcoming re-appointment cycle (February 2016), all physicians are required to complete the hand hygiene course yearly as a part of the application for privileges at IH facilities.

Hand washing before and after contact with a patient is a simple, yet critical, evidence-based element of safe patient care. I appreciate your cooperation in complying with this requirement, and am grateful for your dedication to providing high quality patient care.

Once you have completed the online course, please keep a copy of the certificate to submit with your reappointment package.



Instructions for completing the mandatory Hand Hygiene course

1. Using Chrome browser (if download required, see instructions below)
2. Go to <https://learninghub.phsa.ca/>
3. Click 'Sign Up for an Account'
4. Read Agreement and click 'I Agree'
5. Enter account user information
6. Select appropriate account type (choose 'Affiliate')
7. Search for course: Hand Hygiene for Medical Staff
8. Request certificate of completion once you have taken the course (instructions below)
9. Submit a copy of your certificate of completion as part of the application for privileges at an IH facility
10. When you receive an email to confirm your account, cut & paste the link into "CHROME" not "GOOGLE" browser.



To Print Your Certificate

1. Using Chrome browser
2. Type "Learning Hub PHSA" in Google search bar
3. Select "My Learning History"
4. Sign in by entering "User Name" and "Password"

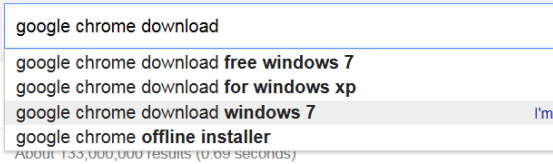
Date	Course Title	Length	Result	Review	Certificate
Jan 12, 2016	Hand Hygiene for Medical Staff	1h	Completed	REVIEW	CERTIFICATE

Click Certificate

5. Click blue "Certificate" button
6. Hovering over the certificate will produce a "Print Certificate" button. Click *print*.
7. **Save a copy to your desktop to submit with your reappointment package. Copies sent prior to reappointment will not be kept on file.**
8. If you have any issues obtaining your certificate, please contact Chelsea Martinick at chelsea.martinick@interiorhealth.ca



To Add Google Chrome to Your Desktop (from outside of IH)



Step 1

Open Internet Explorer

Begin typing **"google chrome download"** in search field, press enter.

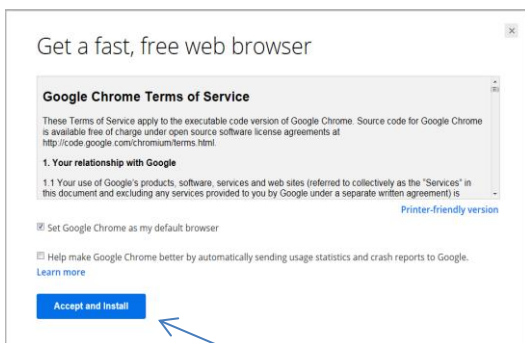
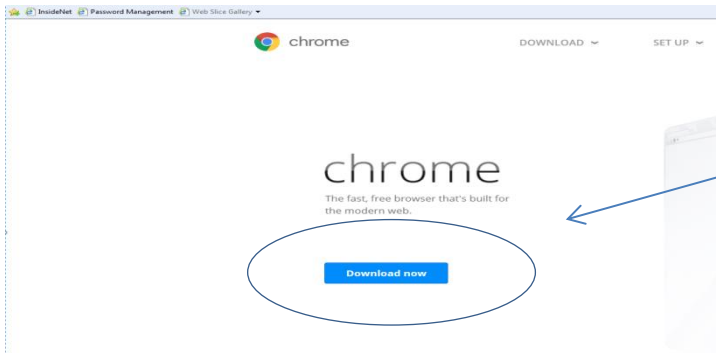
Select **"Chrome - Google"**, press enter.

Download and install Google Chrome - Chrome Help
support.google.com > Chrome Help > Android ▾
Get Google Chrome Google Chrome is a free web browser. Click the links to ...
You've visited this page 2 times. Last visit: 12/01/16

Chrome - Google
https://www.google.com/chrome/ ▾
A browser that combines a minimal design with new technology designed to impr
the user experience. Includes **download** and documentation.

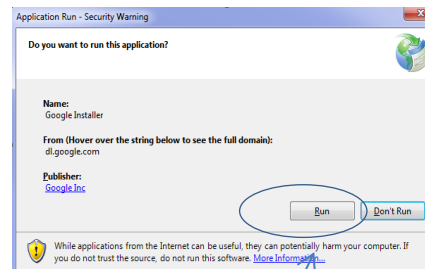
Step 2

Click **"Download Chrome"** button.



Step 3

Click **"Accept and Install"**



Step 4

Click **"Run"**



To Add Google Chrome to Your Desktop (from an IH Computer)

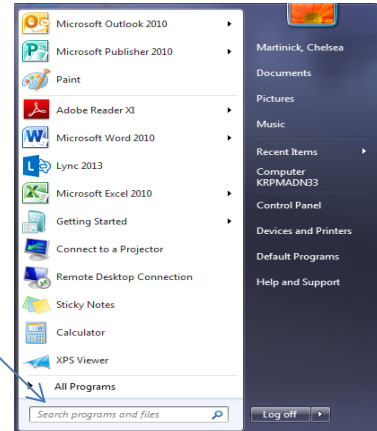
Step 1

Click on "Start"
(bottom left corner of desktop)



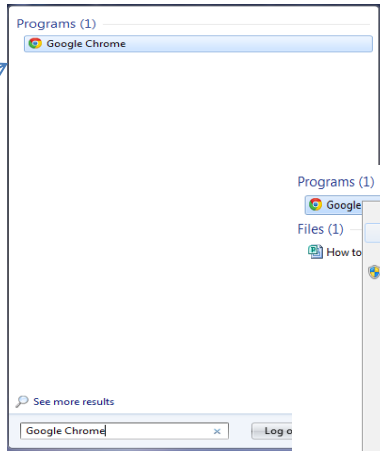
Step 2

Begin typing
"Google Chrome"
in Search programs
and files field.



Step 3

"Right click" on
Google Chrome

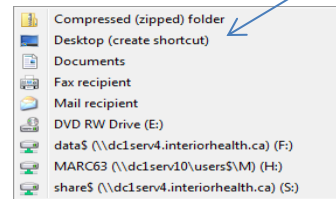


Step 4

Hover over "Send
to"

Step 5

Click
"Desktop"



Google Chrome now on
Desktop. Double click to
open browser.

