



HealthStream Detailed Instructions

Find it:

- From any computer: www.partners.org/healthstream OR
- From a Partners computer: Start button > Partners Applications > Utilities > HealthStream

Login:

- Instructions are on the login page
- User ID = Partners User ID (initials followed by a number)
- Password= abc123 (until/unless you change it)

A screenshot of a web browser window showing the HealthStream Learning Center login page. The browser title is "HealthStream Learning Center: Login - Microsoft Internet Explorer provided by Partners HealthCare System". The address bar shows the URL: "https://www.healthstream.com/HLCL/Logon/Login.aspx?organizationID=22762e56-5481-11db-bf49-000423f2167". The page header includes the "PARTNERS HEALTHCARE" logo, the text "FOUNDED BY BRIGHAM AND WOMEN'S HOSPITAL AND MASSACHUSETTS GENERAL HOSPITAL", and the "HealthStream" logo. The main content area is divided into two columns. The left column is titled "Login" and contains a "User ID:" field with the value "jew0", a "Password:" field with masked characters, and a "Login" button. Below the login fields are links for "Password Reminder" and "New employees". The right column is titled "Login Instructions" and contains sections for "User ID" (Partners User name, not case-sensitive), "Password" (Case-sensitive), "First Login" (password is abc123, and a link to change password), and "After first login" (use the password you created, and a link for password reminder). At the bottom of the page, there is a copyright notice: "Copyright © 2009 HealthStream, Inc. All Rights Reserved. Build 09.10.21.406.4".

- HealthStream will open to main “My Learning” page (see tabs at top left of page). Required courses will be listed under “Assigned Learning”.

My Learning - Microsoft Internet Explorer provided by Partners HealthCare System

Address: <http://www.healthstream.com/HLC/Student/MyLearning.aspx>

MASSACHUSETTS GENERAL HOSPITAL

HEALTHSTREAM LEARNING CENTER - STUDENT

Ellen W Forman | Massachusetts General Hospital | [Student](#) Dec 16 2009 9:59 AM ET [LOG OUT](#)

[My Learning](#) [My Transcript](#) [Catalog](#) [HospitalDirect®](#) [My Profile](#) [Site Map](#) [Help](#)

Scheduled Maintenance Reminder - December 17, 2009 (Students)

[Upcoming Classes](#) [Choose a Class](#)

Assigned Learning

Name	Due Date*	Status
<input type="checkbox"/> *MGH Part 1: Hospital Regulatory Compliance Training 2010	09/01/2010	In Progress
<input type="checkbox"/> MGH Part 2: Job Performance Responsibilities	09/01/2010	In Progress

*All assignments are due at midnight, Eastern Time.

Elective Learning

Name	Enrolled By	Status
<input type="checkbox"/> MGH Guidelines for Developing an Online Learning Program	Self	Not Yet Started

Upcoming Classes

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Internet

- Depending on your job code, you will be assigned one of two versions of “MGH Part 1”- either the version pictured above “Hospital Regulatory Compliance Training 2010” or the “Nursing Providers Regulatory Compliance Training 2010”. The content is similar. For the time being, if you are assigned the Nursing Provider’s version, you need to complete that version. We are working to move all non-nurses in the department to the non-nursing version.
- Remember that once you click in to whichever MGH Part 1 version you are assigned, you still need to go back and complete the training under “MGH Part 2: Job Performance Responsibilities” as well. (Linked from the “My Learning” tab.)
- To take a course click on title link and follow instructions within course.

The screenshot shows a web browser window titled "Course Details - Microsoft Internet Explorer provided by Partners HealthCare System". The address bar shows a URL from healthstream.com. The page header includes the MGH logo and "MASSACHUSETTS GENERAL HOSPITAL". Below the header is a navigation menu with tabs for "My Learning", "My Transcript", "Catalog", "HospitalDirect", and "My Profile". A "LOG OUT" button is visible in the top right. The main content area is titled "Course Details" and "MGH Part 2: Job Performance Responsibilities". It includes a "Course Learning Activities" section with a table of activities. A red circle highlights the "Instructions*" link in the "Learning Activity" column. A red box with an arrow points to this link, and the text "Click link to view that section" is written in red inside the box.

Learning Activity	Status	Score	Last Accessed
Instructions*	Completed	0%	10/7/2009 8:48 AM
★ MGH Mission, Credo and Boundaries Statement*	In Progress		10/7/2009 8:48 AM
★ Current BLS/CPR Certification	Not Yet Started		
★ Current License/Certification	Not Yet Started		

- Use “Next”, “Previous” and “Replay” buttons at bottom center of page to navigate through the course.

HealthStream Course Delivery - Microsoft Internet Explorer provided by Partners HealthCare System

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address http://www.healthstream.com/hlc/Common/Course/coursemodule/Ewc/Ewcplayer.aspx?TNAV_SCID=ce575782-b33f-11de-90c3-0015171c1b93,a37f0b21-b33f-11de-ba07-00 Links >>

MASSACHUSETTS GENERAL HOSPITAL
NORMAN KNIGHT NURSING CENTER FOR CLINICAL & PROFESSIONAL DEVELOPMENT

MGH Job Performance Responsibilities

- Click the "next" button, to reach the links to:
 - MGH Mission, Credo and Boundaries Statement
 - BLS/CPR Certification
 - Current Licensure

Please note: This module replaces the previous hard copy sections that were previously attached to your Performance Appraisal.

powered by HealthStream

◀ Previous ◀◀ Replay ▶▶ Next ▶

Page 1 of 1 ? Exit Lesson

Page 1 of 1 Internet

- When you have completed your course, the course will be moved from your “Assigned Learning” list to your transcript. THERE IS NO TEST. Your transcript is sufficient evidence of completion.
- You can review and print your transcript under the “My Transcript” tab, and then attach to your performance appraisal.

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HEALTHSTREAM LEARNING CENTER - STUDENT

Ellen W Forman | Massachusetts General Hospital | [Student](#) Dec 16 2009 10:35 AM ET [LOG OUT](#)

[My Learning](#) [My Transcript](#) [Catalog](#) [HospitalDirect®](#) [My Profile](#) [Site Map](#) [Help](#)

Scheduled Maintenance Reminder: December 17, 2009 (Students)

My Transcript
Completions: Dec. 17, 2008 - Dec. 16, 2009

[Add a Learning Event](#) [Customize and Print Transcript](#)

This screen lists the learning you have completed. Click the name to review the material or view your certificate. To start or continue a course, click the My Learning tab.

Date Range: OR: From: Through:

MASSACHUSETTS GENERAL HOSPITAL

HEALTHSTREAM LEARNING CENTER - STUDENT

Ellen W Forman | Massachusetts General Hospital | [Student](#) Mar 22 2010 11:58 AM ET [LOG OUT](#)

[My Learning](#) [My Transcript](#) [Catalog](#) [HospitalDirect®](#) [My Profile](#) [Site Map](#) [Help](#)

Reports [Exit Report](#)

My Transcript - Customize and Print

Report View: Completion Date Completion Name (Alphabetical)

Date Range: Last 12 Months

OR: From: Through:

Completions To Include: All Assigned only Elective only Learning Events only

[Show Additional Options...](#)