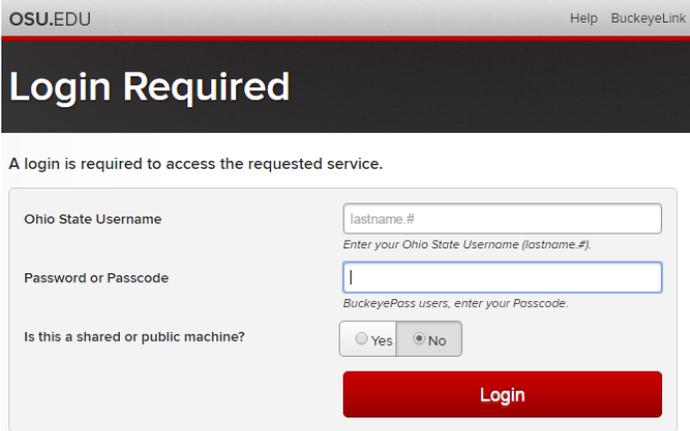
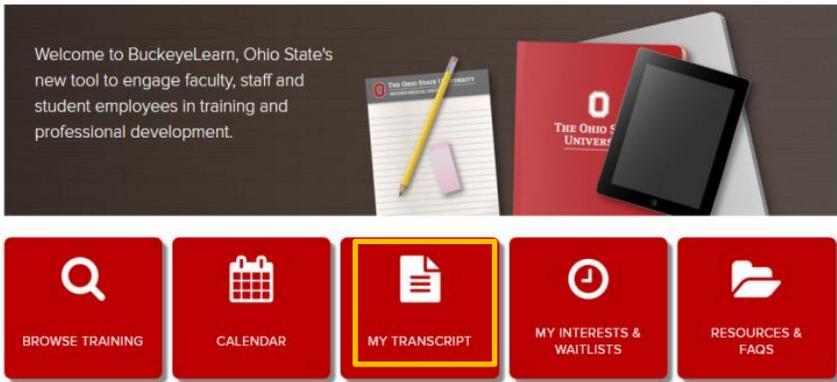


# Directions for Accessing BuckeyeLearn for Wexner Medical Center Online Course Requirements

<p>LOGGING IN</p>	<p>To access BuckeyeLearn you can log in with either your Name.# or your Medical Center Login ID. The password is synced to the password portal. If you have any difficulty with your access please call the OSUWMC help desk at 293-3861</p> <p>To access the BuckeyeLearn site:, click the link below:  <a href="https://buckeyelearn.osu.edu">https://buckeyelearn.osu.edu</a></p> <p>If you are a new student, you will receive an activation email instructing you to activate your name.# account. <b>You must activate your name.# account before logging into BuckeyeLearn.</b> If you did not receive an activation email, contact the Help Desk at 614-688-HELP.</p> 
<p>DEFINITIONS/ NEW VOCABULARY</p>	<p>Notice the Icons below that represent different types of learning objects in the system</p> <ul style="list-style-type: none"> <li> ILT (Instructor Led Training)</li> <li> Online Course - eLearning or Computer-Based Learning (CBL)</li> <li> MTest indicates a test in BuckeyeLearn</li> <li> Curriculum (a group of related learning objects. They may contain online courses, ILTs)</li> </ul>
<p>ACCESSING ASSIGNED TRAINING</p>	<p>Log onto BuckeyeLearn. Click on My Transcript icon on the Welcome Page to see <b>the list of current active assignments</b>. Check your transcript first before self-enrolling in assignments.</p> 

ASSIGNMENTS  
FOR Nursing  
STUDENTS

The following online courses are required for nursing students and will either come up in your transcript or by searching for them.

### ***Your Role in Workplace Safety and Security FY20***

Welcome to Your Role in Workplace Safety and Security. This 30 minute course signifies your role in workplace safety and security at the OSU Wexner Medical Center. After you successfully complete this course, you should be able to: - Contact the Medical Center Security when you have concerns including suspicious people, behavior, or threats - Identify warning signs of potential aggression - Report all instances of workplace violence - Respond appropriately in the event of an armed aggressor situation

### ***Patient Safety FY20 New Employee.***

***You will need to click on the Patient Safety section and then select Patient Safety for clinical.***

The screenshot displays the 'Patient Safety FY20 (New Employees)' course selection page. On the left, a curriculum progress indicator shows 0% completion. Below it, a list of available courses is shown, with 'Patient Safety FY20 (New Employees)' selected. The main content area lists two course options: 'Patient Safety (Clinical) FY20' and 'Patient Safety (Non-Clinical) FY20'. Both courses are currently 'Not Activated' and have a 20-minute training duration. The 'Patient Safety (Clinical) FY20' course is highlighted with a blue arrow pointing to its 'Activate' button.

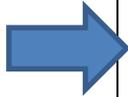
**Emergency and Safety Preparedness FY 20** After you successfully complete this 40 minute course, you should be able to: Recognize the OSUWMC color-coded emergency codes and their meanings. Recall your role during an emergency. Follow the OSUWMC disaster plan procedures for bomb threats, severe weather, evacuation, and missing infant/child. Identify fire safety concepts and fire prevention strategies including RACE and PASS. Identify evacuation strategies. Recognize your role (clinical or non-clinical) in preparing for an evacuation. Identify various types of evacuation equipment and their applications in an evacuation event. Identify steps for using and storing portable medical oxygen. Determine how to properly label chemicals. Recognize and be able to locate Safety Data Sheets. Use proper spill-response and reporting procedures.

**Emergency & Safety Preparedness FY20**  
Due: 6/30/2020 Status: In Progress

Launch

# Infection Prevention

Select the Infection Prevention and then



Infection Prevention FY20

0%

CURRICULUM PROGRESS

**Infection Prevention FY20**

- INFECTION PREVENTION (COMPLETE THE COURSE WHICH BEST ALIGNS WITH YOUR JOB RESPONSIBILITIES.)

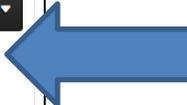
Infection Prevention FY20

Options ▾

**Infection Prevention (Complete the course which best aligns with your job responsibilities.)**

0% Completed: 0 Min Required: 1 Total Items: 3

-  **Infection Prevention (Provider) FY20**  
Status: Not Activated Due: No Due Date Training Hours: 40 min  
Welcome to the annual Infection Prevention (Provider) eLearning course. In this 40 minute online course, you will learn about infection prevention for clinical... **Activate** ▾
-  **Infection Prevention (Staff in Inpatient and Emergency Department Settings) FY20**  
Status: Not Activated Due: No Due Date Training Hours: 45 min  
Welcome to the annual Infection Prevention (Staff in Inpatient and Emergency Department Settings) eLearning course. In this 45 minute online course, you... **Activate** ▾
-  **Infection Prevention (Staff in Outpatient and Non-Clinical Settings) FY20**  
Status: Not Activated Due: No Due Date Training Hours: 45 min  
Welcome to the annual Infection Prevention eLearning course. In this 45 minute online course, you will learn about infection prevention for clinical health care... **Activate** ▾



**HIPAA and Institutional Data Security-FY20** In this 30 minute online course, intended for all faculty, staff, and students who are required to take HIPAA training, you will learn how to keep patient information secure.

 **HIPAA and Institutional Data Security FY20**  
Due: 6/30/2020 Status: In Progress **Launch** ▾

## Cultural Competency for Staff and Providers FY20

 **Cultural Competency for Staff AND Providers FY20**  
Due: 6/30/2020 Status: Registered **Open Curriculum** ▾

If your training isn't in the transcript

There are times when students may not be assigned to lessons. If you do not a module listed please search for the lessons using the global search function at the top right hand portion of the screen.

You will also need to search for the **Appropriate Use of Restraints and the POC Glucometer** modules using the global search area using the names listed below.

**Appropriate Use of Restraints and Alternatives**  
Online Class - Wexner Medical Center

Assign

This 15 minute course is designed for RNs and Ancillary Staff that apply restraints. The Ohio State University Wexner Medical Center has created and required you to complete this module as a staff member from an inpatient or ancillary area, who applies restraints, works with patients in restraints, and monitors patients in restraints. After you successfully complete the this course, you should be able to: identify types of restraints and how they are used; identify alternatives to restraint use; identify safety considerations and determine assessment and documentation of restraints.

**POC Nova StatStrip Glucometer Competency**  
Curriculum - Wexner Medical Center

Request
Assign

In this curriculum, you will learn about Nova StatStrip Glucometer Competency. You will also complete an assessment with limited retries on this topic.

**Available Languages**  
English (US)

**Subjects**  
Education > Clinical

**Curriculum**

**POC Nova StatStrip Glucometer Competency**  
In this 15 minute course, you will learn about Glucose Testing CLIA Waived using the Nova StatStrip Glucometer. After you successfully complete this course, you should be able to: identify Glucose Testing Regulatory Standards; identify the OSUWMC Glucose Testing Accreditation Program; identi... read more

**POC Nova StatStrip Glucometer Competency Assessment**  
This is the test associated with the Nova StatStrip Glucometer online course. You will have three attempts to pass this assessment with a score of 100%. If you do not pass the assessment in the allotted attempts, contact the POC department at 685-6610 to set up re-education.

**VIEWING COMPLETIONS**

Once you have finished an assignment, it will be in your completed section. Change to completed status to view completions and you will see the completed lessons.

Completed ▾

By Completion Date ▾

All Types ▾

Search for training Q

**Search Results (20)**

**Central Line Maintenance Bundle (RN)**  
Completed: 6/8/2016 Status: Completed

View Certificate ▾

**HIPAA Privacy and Security 2016**  
Completed: 6/8/2016 Status: Completed

View Certificate ▾

**Basic Requirements**  
Completed: 6/8/2016 Status: Completed

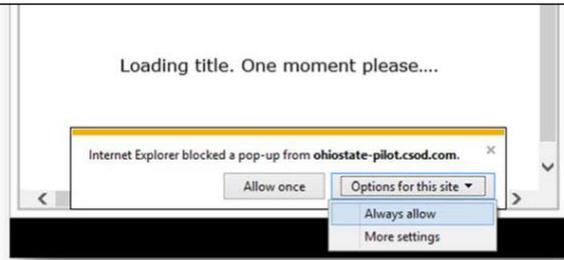
View Certificate ▾

**TROUBLE LOADING THE CONTENT**

If you observe the content you have chosen does not launch, then the pop-up blocker may be enabled in your Internet Explorer browser. You may see that you are stuck *Loading title. One moment please....* Initially, you will see *Internet Explorer blocked a pop-up from ohio-state.csod.com*

**The steps listed below are for Internet Explorer**

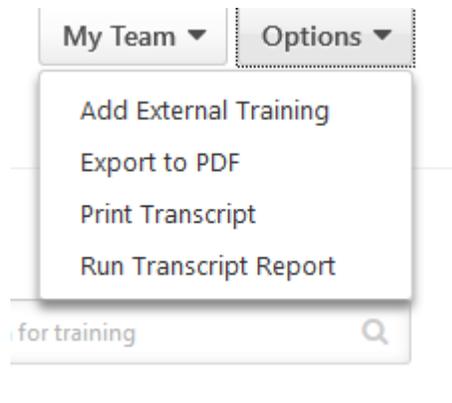
1. Click the *Options for this site*
2. Click Always Allow
3. Click the back button on the browser.*is site* button.
4. Then, re-launch the content.



If you are using a browser other than Internet Explorer, check the Browser's Help feature for steps to disable the pop-up blocker for the *ohio-state.csod.com* site.

PRINTING  
YOUR  
TRANSCRIPT

In BuckeyeLearn, you can choose to print your Transcript from the **Options** menu of your **Transcript** page.



When you click on Print Transcript the lessons completed will come up in order to print.

## Completed Training: Janice Wilcox

Print

Title	Type	Completion Date	Score	Status
Central Line Maintenance Bundle (RN)	Online Class	6/8/2016	90	Completed
HIPAA Privacy and Security 2016	Online Class	6/8/2016	100	Completed
Basic Requirements	Curriculum	6/8/2016		Completed
Clinical Staff Requirements	Curriculum	6/8/2016		Completed
CLS-CE-0109-Designated RN Planner Update	External Training	12/1/2015		Completed
E-PRIVCY-0115-Annual HIPAA Privacy and Security 2015	External Training	7/30/2015		Completed
E-QUAL-0115-Patient Safety 2015-Clinical	External Training	7/30/2015		Completed
E-EPIDEM-Infection Prevention Non-Clinical	External Training	7/30/2015		Completed
E-JAMES-Introduction to Evacuation at James	External Training	6/1/2015		Completed
CLS-CE-2017_2175_0317_NURTURING EXCELLENCE THROUGH NURSING RESEARCH	External Training	4/23/2015		Completed
CLS-TRANSTRN-Sandbox	External Training	11/4/2014		Completed
E-TRANSTRN-Preparing for transition	External Training	10/28/2014		Completed
E-TRANSTRN-Patient Services Workflow	External Training	10/28/2014		Completed
E-TRANSTRN-Environment of Care	External Training	10/28/2014		Completed
E-TRANSTRN-Equipment & Technology	External Training	10/28/2014		Completed
E-TRANSTRN-Navigation and Way-Finding	External Training	10/28/2014		Completed
CLS-CE-2016_2165_0922_Blending Two Specialties_Oncology & Critical Care	External Training	9/26/2014		Completed
E-PRIVCY-0114-Annual HIPAA Privacy and Security 2014	External Training	5/1/2014		Completed
E-QUAL-0114-Patient Safety 2014	External Training	5/1/2014		Completed
E-SAFETY-Hazard Communication	External Training	5/1/2014		Completed

Back

Print

Tasks ...

**IHIS** is the name of the electronic medical record system at OSU Wexner Medical Center. **You will need to complete IHIS training to gain access to IHIS.**

You will complete all or most of your IHIS training on line by completing several interactive eLearnings on OSU's on line learning system called **BuckeyeLearn**. Included in this instruction sheet and checklist are the requirements for Nursing Students.

### Instructions for Completing IHIS Online Learning for Nursing Students

**Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

***If you have any questions, please call our IHIS Training Center at (614) 366-4777.***

**IHIS** is the name of the electronic medical record system at OSU Wexner Medical Center. **You will need to complete IHIS training to gain access to IHIS/Learn.**

You will complete all or most of your IHIS training on line by completing several interactive eLearnings on OSU's on line learning system called **BuckeyeLearn**. Included in this instruction sheet and checklist are the requirements for Prelicensure Nursing Students.

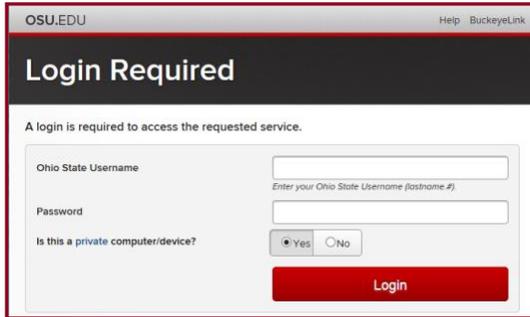
### **To access, enroll in, and complete your IHIS on line Training:**

#### **1. ACCESS BUCKEYELEARN.**

Click the link below to access BuckeyeLearn and to auto enroll in the assigned training for your area:

**NEW IHIS Nurse: Nursing Student and Instructor will pull in the entire curriculum**

Log in with your OSU name.# or medical center user ID (e.g. buck01) and password.



**2. SEARCH FOR ELEARNING TITLE BELOW.**

Screenshot of Student Easy buttons:

Content is has been set up by year and Semester that it should be completed. Review the chart below(Step 6) to request the appropriate Easy button of curricula due.

Search for **NEW IHIS NURSE: Nursing Student and Instructor** easy button

Click **Request**

If you are completing the courses by semester and year you will have to search and request each course (C1-C5) Search for the course using the course Title.

<b>Course Title</b>	<b>Curricula</b>
<b>IHIS Nursing Student Basic and Essential Workflows</b>	<b>Basics( IHIS Inpatient Nurse)</b> <b>Essential (IHIS Inpatient Nurse)</b> <b>Patient Lists (IHIS Inpatient Nurse)</b> <b>Patient Information (IHIS Inpatient Nurse)</b>
<b>IHIS Nursing Student Shift and Ongoing Workflows</b>	<b>Shift and Ongoing Documentation (IHIS Inpatient Nurse)</b> <i>*review content from Nursing Student Basic and Essential Workflows</i>
<b>IHIS Nursing Student Care Plans, Patient Education and Specialty Workflows</b>	<b>Care Plans and Patient Education (IHIS Inpatient Nurse)</b> <b>Special Workflows (IHIS Inpatient Nurse)</b> <i>*review content from Basics and Essentials, Shift and Ongoing Documentation</i>
<b>Labor and Delivery (as needed)</b>	<b>Request Labor and Delivery elearning as needed</b>
<b>IHIS Nursing Student Admission and Discharge Workflows</b>	<b>Admission (IHIS Inpatient Nurse)</b> <b>Discharge (IHIS Inpatient Nurse)</b> <i>*review content from Basics and Essentials, Shift and Ongoing Documentation, Care Plans and Patient Education</i>

Click **View Details** for the first curriculum. You must complete the curriculums in the order listed.

Click **Launch** for the first course of that curriculum. You must complete the courses in the order listed. At the end of each course, you will need to pass assessment questions in order to complete that course and make the next course available to begin. For Courses 2-5 you will have to re-launch the lessons taken previously under options.

**3. FINISH YOUR ELEARNING.**

You can complete your IHIS eLearnings over several sessions. To get back to your IHIS eLearnings, go to **[buckyelearn.osu.edu](https://buckyelearn.osu.edu) and log in**. Click **View Your Transcript** under the **Learning** tab. Your Active transcript will list training that you are enrolled in as well as training that you have completed. Click **Open Curriculum**.

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