## HOW TO SELF REGISTER ON MHS LEARN

IMPORTANT NOTE: New learners to MHS Learn will need to Self Register to create an MHS Learn account. The MHS Learn Website can be accessed from a non-government computer. Performing a "Browser Check" on your computer is recommended before starting MHS Learn HIPAA training. MHS Learn will not run properly without all necessary applications.



#### HOW TO PERFORM A BROWSER CHECK

#### 🖻 https://mhslearn.csd.disa.mil - MHS Learn Browser Check - Micr... 🔲 🗖 🔀

#### MHS Learn Browser Check

The chart below Learn minimum compatibility. F incompatibility.	/ displays the check of you configuration standards. Recommended Actions v	r browser : Outcome vill appea	settings against MHS check marks show ır where there is
lf actions are rec <u>Guide</u> to config training, before l	commended, review the <mark>MB</mark> gure your browser for op logging into MHS Learn.	I <u>S Learn B</u> timal viev	rowser Configuration ving of your online
Browser Property	Current Settings	Outcome	Recommended Action
Browser Manufacturer	Microsoft Internet Explorer	Ø	
Browser Version	6.0	<b>S</b>	
Screen Resolution	1280 x 1024	<b>S</b>	
Popups Blocked	No	<b>S</b>	
Java Enabled	Yes	<b>S</b>	
Java Version	Sun Microsystems Inc 1.6	<b>S</b>	
Cookies Enabled	Yes	<b>S</b>	
Flash Installed	9	<b>S</b>	
	Close		
1HSApplet started			🔒 🥥 Internet

"Outcome" must have all "Check" marks. If you get a RED "X" by any of the Browser Properties, MHS Learn will not run properly. If you are using a Womack computer, please call the Enterprise Service Help Desk @ 1-800-872-6482 for assistance.

#### HOW TO SELF REGISTER

- 1. Open MHS Learning Portal at https://mhslearn.csd.disa.mil.
- 2. Select MHS Staff Training from the Military Health System Learning Portal Home page.
- 3. Click 'LOGIN'.
- 4. Select 'Click here to register' link.

Login t	o MHS Learn	
Check Bro	wser Compatibility	
Username :		
Example	e: John.Smith.6789	
Password :		
	Login	
Click I	nere to register	
Forgo	ot Username?	
Forge	ot Password?	

#### Figure 17 – Self Register Window – Click here to register

MHS Learn requires the learner to enter their complete SSN. The SSN is used to verify and match the MHS Learn account with the Defense Medical Human Resource System – internet (DMHRSi) account. The SSN is encrypted during this process and will never be listed on any reports. All MHS Learn application data is secured behind the Defense Information Systems Agency (DISA) firewall.

5. Enter SSN in the SSN and Confirm SSN fields. Click 'Next'.

e Military Health System's Training Portal If Register	Catalog V Home V	Competencies Y Calendar Y Profile
	SSN SSN Enteryour Confirmation Entry Verification Information	Self Regi
ecure SSN Entry		
ecure SSN Entry igin your Secure Self Registration by entering you HS Learn, you will be asked to provide further info	rr SSN. The system will attempt to validate your SSL encrypted entry and automate th rmation to ensure proper verification.	he process. If your information is alread
Secure SSN Entry agin your Secure Self Registration by entering you HS Learn, you will be asked to provide further info	IT SSN. The system will attempt to validate your SSL encrypted entry and automate th srmation to ensure proper verification.	he process. If your information is already
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Secure SSN Entry agin your Secure Self Registration by entering you HS Learn, you will be asked to provide further info	ur SSN. The system will attempt to validate your SSL encrypted entry and automate th ormation to ensure proper verification. SSN (Example: 123.45-6789) Confirm SSN	he process. If your information is already

Figure 18 – Secure SSN Entry – SSN and Confirm SSN

\*\*\*If MHS Learn recognizes the SSN, the learner will receive the following message:

"MHS Learn recognizes this entry as a registered user. Please go back to the main login page and login using your username and password. If you have forgotten your password, please select the Forgot Password link on the Login Page to reset your password."

6. Click 'Cancel' to return to the MHS Learn Home page and login.

	SSN SSN Enteryour Confirmation	Self Regi
SSN Verification IHS Learn recognizes this entry as a registe elect the Forgot Password link on the Login	tered user. Please go back to the main login page and login using your username and password. If you h in Page to reset your password.	have forgotten your password, please
SSN Verification IHS Learn recognizes this entry as a registe elect the Forgot Password link on the Login	tered user. Please go back to the main login page and login using your username and password. If you h in Page to reset your password. SSN <b> </b> • • • • • • • • • • • • • • • • • • •	have forgotten your password, please
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Figure 19 – SSN Verification – Learner Recognized

\*\*\*If MHS Learn does <u>not</u> recognize the SSN, the learner will receive the following message (THIS PREVENTS MULTIPLE ACCOUNTS CREATED WITH THE SAME SSN):

"We were unable to verify the SSN entered to DMHRSi information. If you have entered your SSN correctly, please click Next to continue with self registration. If you are not sure you entered correctly, please click "Try Again".

#### 7. To proceed with self registration, click 'Next'.

MHS Lean Arguittary Health System's Training Portal elf Register		Catalog	Home Y Competencies	Y Calendar Y Profil
SSN SSN Entry Verifica	Enter your Confin	mation		Self Reg
SSN Verification				
Ve were unable to verify the SSN entered to DMHRSi information. If you have entere orrectly, please click "Try Again".	d your SSN correctly, ple	ase click Next to cont	inue with self registration. If y	iou are not sure you ente
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Ne were unable to verify the SSN entered to DMHRSi information. If you have entere correctly, please click "Try Again". SSN Confirm SSN f you are an International user and do not have a SSN, <u>click here</u> .	d your SSN correctly, ple	ase click Next to cont	inue with self registration. If y	ou are not sure you en

Figure 20 – SSN Verification – Learner Not Recognized

8. Secure Self Registration window opens.

	SSN SSN Entry Verification	enter your Confirmati	on	Self F
If you have already Self Registered once, DO format is FirstName.LastName.1234 (your la: mandatory or necessary. Please fill all fields (	NOT attempt Self Registrations st four SSN). If you forgot you completely.	n again. Click Cancel a r password go back an	and login with your user name ar d click Forgot Password link. All	id password. User name fields below are either
False statements on this form will invalidate of	course certification and you w	ill not get credit for com	npleting your MHS training.	
ecure Self Registration rure Self Registration allows you to quickly create your own use firmation, and then click Submit to complete your registration. 1 en you login the next time. Indicates Required Field	r account and get your MHS trai The next time you login, use the l	ning. To self-register, plea Jsername and your Pass	se fully and accurately complete the word to login as a Registered User. \	form below. Click Next to receive your /ou may be asked to change your passw
	Site	MHS-LEARN		
ease enter First Name. No numbers please.	* First Name			
	Middle Name			
	* Last Name			
	* Email			
		Check h	ere if you are an International User	
	* Telephone			
	DSN (123.4567)			
	* Birth Month	>		
	SSN (xxx-xx-xxxx)			
	<ul> <li>Foreign National ID</li> </ul>			
	Service or Agency		~	
	<ul> <li>MTF\ Location\ Unit</li> </ul>			S 4
	Duty Status	~		
	Rank	~		
	<ul> <li>HIPAA Job Position</li> </ul>		>	
	<ul> <li>HIPAA Job Domain</li> </ul>			
	<ul> <li>Job Role</li> </ul>			\$ U
	<ul> <li>Username</li> </ul>		(System generated)	
	Password			
-	Confirm Password			
S Ti have	IP The Password Challenge/R 9 your password reset. Password ect Password Challenge Response	esponse: If you forget yo will be reset if the learner a. The intent of the Passwo	our password, the Password Challen responds with the last 6 of SSN (or ord Challenge and Response is to pr	ge will be presented to you when you ree Foreign National Id) and birth month or f event others from resetting your passwo
Sug fami	gestions: Answer one of the give liar with but others would not nee	en questions you will reme essarily know.	ember the answer to. Make the resp	onse a single word or phrase you would t
	Password Challenge		~	
	* Password Response			

9. Enter First Name in the First Name field.

Note: An \* (asterisk) indicates a required field.

- 10. Enter Middle Name in the Middle Name field.
- 11. Enter Last Name in the Last Name field.
- 12. Enter your **Email** address in **Email** field. (\*personal email is acceptable <u>if</u> you do not have a military email address)

#### Secure Self Registration

Indicates Required Field

.

Secure Self-Registration allows you to quickly create your own user account and get your MHS training. To self-register, please fully and accurately complete the form below. Click Next to receive your confirmation, and then click Submit to complete your registration. The next time you login, use the Username and your Password to login as a Registered User. You may be asked to change your password when you login the next time.

Site	MHS-LEARN
* First Name	Stu
Middle Name	
* Last Name	Dent
* Email	
	Check here if you are an International User
Telephone	

Figure 22 – Secure Self Registration – Name and Email

- 13. Enter a **Telephone** number in the **Telephone** field.
- 14. Enter a DSN number, if applicable, in DSN field. (optional)
- 15. Select Birth Month from the Birth Month drop down list.
- 16. Enter **SSN** in the **SSN** field.

		vou are	an
* Telephone	555-555-5555		
DSN (123.4567)			
* Birth Month	06-Jun 🗸		
* SSN ( xxx-xx-xxxx)			
* Foreign National ID			

Figure 23 – Secure Self Registration – Telephone, Birth Month, and SSN

17. Select "Army" from the Service or Agency drop down list.

	* SSN ( xxx-xx-xxxx)		
	* Foreign National ID		
	* Service or Agency	Army	
	* MTF\ Location\ Unit		<i>S</i>
	* Duty Status	~	
	Figure 24 – Secu	ure Self Registration – Service or Age	ency
18. Click ' 💞 (Sea	rch) icon to search	for MTF\Location\Unit.	
	* Foreign National ID		
	* Service or Agency	y Army - A	
	* MTF\ Location\ Unit	it	80
	* Duty Status	s 💙	

Figure 25 – Secure Self Registration – MTF\Location\Unit

19. Enter "**0089**", then click on <sup>Select</sup> to search for "Womack", then click on "Select".

省 https://mhslearn.satx.disa.mil - MHS Custom Tree Lookup - Microsoft In 🔳 🗆 🗙
B DOB9 Advanced Options
<ul> <li>MATF Location</li> <li>Naoncatchment Area or Navy Afloat Area</li> <li>Moncatchment Area or Navy Afloat Area</li> <li>Marmy</li> <li>ARAMY-OFFICE OF THE SURGEONGENERAL (0152)</li> <li>TAC TRAINING ARMY MTF (9990)</li> <li>Prime Pacific (00021)</li> <li>Shorth Region (00024)</li> <li>West Region (00024)</li> <li>West Region (00025)</li> <li>South Region (00026)</li> <li>BASSETT ACH (0005)</li> <li>BASSETT ACH (0002)</li> <li>WNOD ACH (0057)</li> <li>BASSETT ACH (0002)</li> <li>BANNINSON ARMY HEALTH CENTER (0008)</li> <li>BASSETT ACH (0012)</li> <li>MUNSON ARMY HEALTH CENTER (0058)</li> <li>BASDED COMBAT SUPPORT HOSPITAL (TOE) (0504)</li> <li>BAMDIGAN AMC (0125)</li> <li>WMELD ACH (0131)</li> <li>Hqu-1st SPECIAL FORCES GROUP(AIRBORNE) (7168)</li> <li>MADIGAN AMC (0125)</li> <li>MADIGAN AMC (0126)</li> <li>BASISTERN RMC BAS (5273)</li> <li>BACIFIC RMC BAS (5274)</li> <li>CCBHCO-SPRMC (5276)</li> <li>CCBHCO-SPRMC (5277)</li> <li>MATIF (ore)</li> <li>MADIGAN AFFAIRS MEDICAL CENTER (6513)</li> <li>HAUVAII TRICARE CATCHMENT AREA(TRIPLER) (6511)</li> <li>Medical Research Materiel Command (MRMC)</li> <li>Air Fore</li> <li>SJoint Military Organization</li> <li>Ajor A E Brigade Combat Team Units</li> <li>Air Fore</li> <li>SJoint Military Organization</li> <li>Managed Care Support Contractor</li> <li>TTMA B Health Affairs</li> </ul>
Internet
Figure 26
🗿 MHS Custom Tree Lookup - Microsoft Internet Explorer
(h) (h) (1000) (h)
Choose the appropriate selection from the list. If necessary, click on the 🗷 sign to expand and see additional sub-menu selections. After highlighting your selection, excell down to the bettern of this user and each the OK butter to complete your

MTF Location Locate In Tree Select
Ok Close

Figure 27

20. Select appropriate "Duty Status" from the drop down list.

Selections include:

- a. Civilian-Contractor
- b. Civilian-GS
- c. Civilian-LN
- d. Civilian-SES
- e. Civilian-Volunteer
- f. Military-Active
- g. Military-Guard
- h. Military-Reserve

* 9	Service or Agency	Army	~	
* M	TF\ Location\ Unit	WOMACK (0089)	(s	20
	* Duty Status	Civilian-Volunteer		
	Rank	~		

#### Figure 28 – Secure Self Registration – Duty Status

21. **Rank** is for military personnel only.

* MTF\ Locat	tion\ Unit	WOMACK (0089)	Q
* Dut	y Status	Civilian-Volunteer	
	Rank	*	
* <u>HIPAA Job</u>	Position		×
* HIPAA Job	) Domain		<i>\$ Q</i>

Figure 29 – Secure Self Registration – Rank

22. Select appropriate **HIPAA Job Position** based on your job role from the **HIPAA Job Position** drop down list.

#### Selections include:

- a. 01. Ancillary Clinical
- b. 02. Patient Services
- c. 03. Operations and Finance
- d. 04. Support Services
- e. 05. Information Systems
- f. 06. Medical Records
- g. 07. Nursing
- h. 08. Provider
- i. 09. Senior Management
- j. 10. Not Applicable

\*\*\*Please refer to HIPAA Job Position Table (pg. 12-13). This will automatically enroll the learner in the appropriate HIPAA CORE Training.

	* MTF\ Location\ Unit WOMACK (0089)				80	
	* Duty Status	Civilian-Volunt	Civilian-Volunteer			
	Rank					
	* HIPAA Job Position	07. Nursing				
	* HIPAA Job Domain				<i>S</i> ()	
	Figure 30 – Se	cure Self R	egistration – H	IIPAA Job Position		
23. Click ' 🔗 ' icc	on to search for ap	propriate <b>HI</b> F	PAA Job Doma	ain.		
*	HIPAA Job Domain 🛛 0	089D22A Student	S	d 4		
	* Username		(System generat	ted)		
	Figure 31 – Se	ecure Self R	egistration – F	IIPAA Job Domain		
			S.			

\*\*\*Please see WAMC Domain List for your department domain (pg. 12). Enter domain code and click on flashlight icon. Click "Select".

24. Enter "0089D22" then click " to search for "Department of Medical Education". Then click flashlight to search.

MHS Custom Tree Lookup - Microsoft Internet Explo	rer		
🖷 🕒 0089d22 🖉 🗋 Advanced Optio			
Choose the appropriate selection from the list. If necess expand and see additional sub-menu selections. After h scroll down to the bottom of this window and click the ( choice.			
	Locate In		
HIPAA Job Domain	Tree	Select	
(0089D22) Department of Medical Education			
Ok Close			Old
			Window,
			new windov
			will show
			ontion for
			option for
			students as

0089D22A

Figure 32 – Secure Self Registration – HIPAA Job Domain

#### Select "Students".

HIPAA Job Domain	Locate In Tree	Select
(0089D22) Department of Medical Education		
0089D22A Students		

#### Figure 33 – Secure Self Registration – HIPAA Job Domain





26. Select most appropriate Job Role from the list, then click "OK".

Image: Constraint of the second control of the second contex of the second control of the second cont	Image: Contract of the second of the seco	Image: Contract of the selection from the list. If necessary, click on the I sign to expand and see additional sub-menu selections. After highlighting your selection, scroll down to the bottom of this window and click the Ok button to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the I sign to expand and see additional sub-menu selections. After highlighting your selection, scroll down to the bottom of this window and click the Ok button to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the I sign to explore you choice.         Image: Contract of the selection from the list. If necessary, click on the I sign to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the I sign to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the I sign to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the Contract of the selection, scroll down to the bottom of this window and click the Ok button to complete you choice.         Image: Contract of the selection from the list. If necessary, click on the Contract of the selection.         Image: Contract of the selection from the list. If necessary, click on the contract of the selection.         Image: Contract of the selection from the list. If necessary selection.         Image: Contract of the selection.         I	🚰 MHS Custom Tree Loo	okup - Microsoft Interne	t Explorer		
Choose the appropriate selection from the list. If necessary, click on the 🗈 sign to expand and see additional sub-menu selections. After highlighting your selection, scroll down to the bottom of this window and click the Ok button to complete you choice.	Choose the appropriate selection from the list. If necessary, click on the B sign to expand and see additional sub-menu selections. After highlighting your selection, scole. Supnarmacist Physician Physician Sychologist Byublic Health Social Worker Sycech and Audiology Supervisor Superviso	Choose the appropriate selection from the list. If necessary, click on the B sign to expand and see additional sub-menu selections. After highlighting your selection, scroll down to the bottom of this window and click the OK button to complete you choice.	® •	🔗 🔲 Advanc	ed Options		
choice.	choice. Support of the second	Choice.       Sepharmacist         Sepharmacist       Physician Assistant         Physician Assistant       Physician Assistant         Public Health       Social Worker         Supervisor       Supervisor         Supply       Technician         Therapist       Keterinarian         Volunteer       OK         HIPAA Job Domain	Choose the appropriate expand and see additio scroll down to the botto	selection from the list. If nal sub-menu selections. m of this window and clic	necessary, click o After highlighting y k the Ok button	n the ⊞ sign to ⁄our selection, to complete you	
		HIPAA Job Domain	Group and a set of the set o	stant Idiology			
* Job Role Physician	* Job Role Physician 💕		- Job Role	Filysiciali			<u>s</u>

Figure 35 – Secure Self Registration – Job Role

**Username** field is self populated based on entries made by learner in the First and Last Name fields and SSN field.

- 1. Enter a **Password** in the **Password** field.
- 2. Re-enter the **Password** in the **Confirm Password** field.

* HIPAA Job Position	Physician	×
* HIPAA Job Domain	0089D22 (Departmen	t of Medical Education)
* Username	STU.DENT.2214	(System generated)
* Password		
* Confirm Password		

Figure 36 – Secure Self Registration – Password and Confirm Password

**Note:** Security policy requires password to be a minimum of 15 characters with at 2 letters, 2 digits and 2 special characters.

- 3. Select a **Password Challenge** question from the drop down list. Selections include:
  - a. Your first grade Teacher's name?
  - b. Model of your first car?
  - c. Your pet's name?
  - d. Your Father's middle name?
  - e. Your favorite city

#### Figure 37 – Secure Self Registration – Password Challenge

<ul> <li>TIP The Password Challenge/Resp will be presented to you when you reque learner responds with the last 6 of SSN ( Password Challenge Response. The inten others from resetting your password.</li> <li>Suggestions: Answer one of the given of response a single word or phrase you woor</li> </ul>	ponse: If you forget your password, the Password Challenge ist to have your password reset. Password will be reset if the or Foreign National Id) and birth month or the correct t of the Password Challenge and Response is to prevent questions you will remember the answer to. Make the build be familiar with but others would not necessarily know.
<ul> <li>Password Challenge</li> <li>Password Response</li> </ul>	
	Cancel Back Step 4 of 5 Next

4. Enter the correct response to the **Password Challenge** in the **Password Response** field.



Figure 38 – Secure Self Registration – Password Response

5. Click '**Next**' to submit the registration form.



Figure 39 – Secure Self Registration – Completed

\*If all areas of Self Registration have been entered, learner will be logged into MHS Learn. If there are any questions, or areas not meeting minimum requirements, the learner will be asked to correct those areas before registration is complete.

### **HIPAA Job Positions and Required Courses**

Following is a list of HIPAA job positions, descriptions including examples, and required HIPAA courses. Appropriate selection of HIPAA Job Position during self-registration ensures the appropriate assignment of role specific training required by DoD 6025.18R, "DoD Health Information Privacy Regulation." As the interpretation of HIPAA job position descriptions (and subsequent assignment of required HIPAA courses) may vary by facility, this memo is intended as guidance only. Users are advised to contact their supervisors for clarification and/or further direction on selecting the appropriate job position.

HIPAA Job Position	Description	Required HIPAA Courses
Ancillary Clinical	Ancillary clinical staff including technicians (i.e., Audiologist, Behavioral Health personnel, Chiropractor, Clinical Psychologist, Cytotechnologist, Dietician, Occupational Therapist, Optician, Optometrist, Pharmacist, Physical Therapist, Podiatrist, Preventive Medicine staff, Social Worker, Speech Pathologist, Cardiovascular Technician, Dental Laboratory Technician, Dermatology Technician, Electroneurodiagnositc Technician, Hemodialysis/Apheresis Technician, Histopathology Technician, Medical Laboratory Technician, Nuclear Medicine Technician, Orthopedic Technician, Otolaryngology Technician, Respiratory Therapy Technician, Surgical Technologist, Urology Technician, X-ray Technician, Clinical support volunteers).	Core Training Clinical Training HIPAA Refresher Course (annually)
Patient Services (formerly "Administrative Support Staff")	Patient Assistance staff	Core Training Clinical Training HIPAA Refresher Course (annually)
Operations and Finance (formerly "Business/Finance Office")	Resource Management, Personnel staff, Medical Operations (Readiness, Education, Training, Security), Headquarters Staff, Executive Agency Staff not elsewhere classified by job position.	Core Training Operations Training <i>HIPAA Refresher Course</i> (annually)

Support Services (formerly "Facility Support Services")	All non-clinical support personnel (i.e., Biomedical Repair, Chaplain/Religious Services, Environmental Health Services, Facilities Management-Janitorial, Housekeeping, Maintenance, Food Service, Industrial Hygiene/Safety, Logistics, Occupational Health, Transportation, Supply, Veterinary Services Personnel)	Core Training Operations Training HIPAA Refresher Course (annually)
Information Systems (formerly "Information Management")	IM/IT (Information Management/ Information Technology) staff, Telecommunication/Mailroom, Biomedical Illustrator/Photographer.	Core Training Operations Training <i>HIPAA Refresher Course</i> (annually)
Medical Records	Medical Records staff, Patient Admin staff, Coders, Transcriptionists, Clinical/Ward Admin staff, General Clerical/Secretarial staff, Administrative volunteers.	Core Training Clinical Training HIPAA Refresher Course (annually)
Nursing	Staff Nurse- RN/LPN/LVN, Nurse Mid- wife, Nurse Anesthetist, Medical Assistants, Dental Hygienist, Dental Assistants.	Core Training Clinical Training HIPAA Refresher Course (annually)
Providers	Physicians- all specialties, Physician Assistants, Dentists- all specialties, Nurse Practitioners, Research Clinicians, Dental Science and Research.	Core Training Clinical Training HIPAA Refresher Course (annually)
Senior Management (formerly "Senior Executive Staff")	Commanders, Executive staff/Leadership, General Administration staff, Hospital Legal staff, Public Affairs/Marketing staff.	Core Training Senior Management Training <i>HIPAA Refresher Course</i> (annually)

As the interpretation of HIPAA job position descriptions (and subsequent assignment of required HIPAA courses) may vary by facility, this memo is intended as guidance only. Users are advised to contact their supervisors for clarification and/or further direction on selecting the appropriate job position.

# HOW TO PRINT YOUR HIPAA CORE CERTIFICATE

1. Select the *Home* icon in the upper right corner of the navigation bar:



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2. Select the *Profile* tab in the upper right corner of the page:

		•	
Catalog Home	Competencies	Calendar	Profile
-			

3. Select the *Transcript* button on the left-hand side of the page:

User Information	Transcripts	Reports	Requested Learning	Wish List	Orders

4. Select Non-Certification Offerings from the drop list

User Information <b>Transcri</b>	ots Reports	Requested Learning	g 「 Wish List 「	Orders
_				
Learner Transcript	S:			
Show Non-Certification Offering	is 🕶 🚤	_		

5. You will see your certificate listed in the *Completed Certification* section. Select the *Certificate* icon at the far right of the appropriate course row:

#### Completed Courses

Course Name       Offering Name       Player Status       Completed Date       Score       Time       Version       Certificat         Privacy Act and HIPAA Clinical Training       Privacy Act and HIPAA Clinical Training       Completed       2/14/D8       01:47:03       1.0       Image: Completed Date       Image: Completed Date <td< th=""><th colspan="9">The courses you have completed are listed below. The Version column shows the version of the content that you completed.</th></td<>	The courses you have completed are listed below. The Version column shows the version of the content that you completed.								
Privacy Act and HIPAA Clinical Training Privacy Act and HIPAA Clinical Training Completed 2/14/08 01:47:03 1.0 🗔	Course Name	Offering Name $ abla$	Player Status	Completed Date	Score	Time	Versi	n Certificate	
	Privacy Act and HIPAA Clinical Training	Privacy Act and HIPAA Clinical Training	Completed	2/14/08	1	01:47:03	1.0	-R	

6. You can view and/or print your certificate by selecting the *Print MHS Learn Certificate* link:



7. Your certificate will open in a new browser window for review and you can select the *Print* tab at the top of the certificate to print a hardcopy.



# FOR QUESTIONS OR TECHNICAL ASSISTANCE

# MHS LEARN HELP DESK CONTACT INFO 1-800-600-9332 Option 3

https://mhssc.timpo.osd.mil/

or

Ms. Alice Torres, HIPAA Privacy Officer @ 907-1050

alice.torres@amedd.army.mil