Registering for a BMJ Learning

As a new doctor at the Trust, you are expected to complete **3 pharmacy modules** on BMJ Learning: http://learning.bmj.com/learning/home.html

The modules are:

1) Drug errors in hospital practice

2) Survival guide: safe prescribing for surgical inpatients

3) Survival guide: safe prescribing for patients in hospital

This guide will take you through the process of how to:

1) Register for an NHS OpenAthens account (required to access BMJ Learning)

2) Register for an account with BMJ Learning

3) Add the 3 modules to your BMJ Learning account.

Part 1: Registering with Athens

Go to: https://openathens.nice.org.uk/

1) We recommend that you register for an OpenAthens password from a **Trust PC**. The form will also ask you for your email; we recommend that you use your **Trust email**. If you register from a non-Trust device or use a non-Trust email then you will have to contact the library to complete the registration process: please email library@lthtr.nhs.uk

2) Fill in the form, making sure you select **'Lancashire Teaching Hospitals…'** as the organisation.

3) Accept the **terms and conditions** at the bottom and click **'Register'.**

4) Assuming that you registered from a Trust PC and entered your Trust email, then you will receive an **email from OpenAthens**. In this email you will receive your username and you need to click on the link to set your password. Once you have done this your account will be activated. If you do not receive an email, please contact the library at library@lthtr.nhs.uk

Part 2: Registering the doctor on BMJ Learning

Once you have activated your NHS OpenAthens account, you can now register for BMJ Learning.

1) Go to the following website: https://new-learning.bmj.com/

2) In the right hand corner of the screen click on **'Log in'**, then select **'OpenAthens'**.
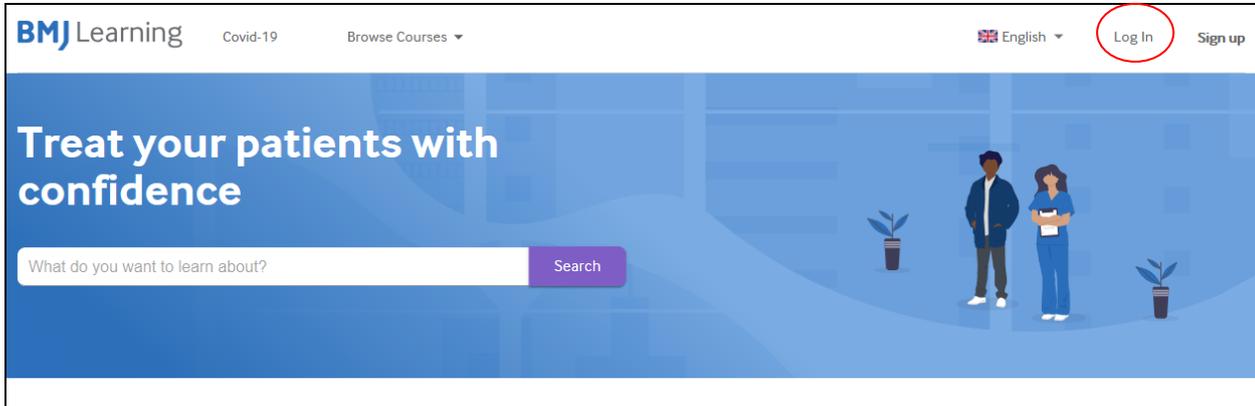
Search for your **institution** *Lancashire Teaching Hospitals NHS Foundation Trust* and select it from the drop-down list:

3) Enter your **OpenAthens username and password** and click **'Sign In'.**
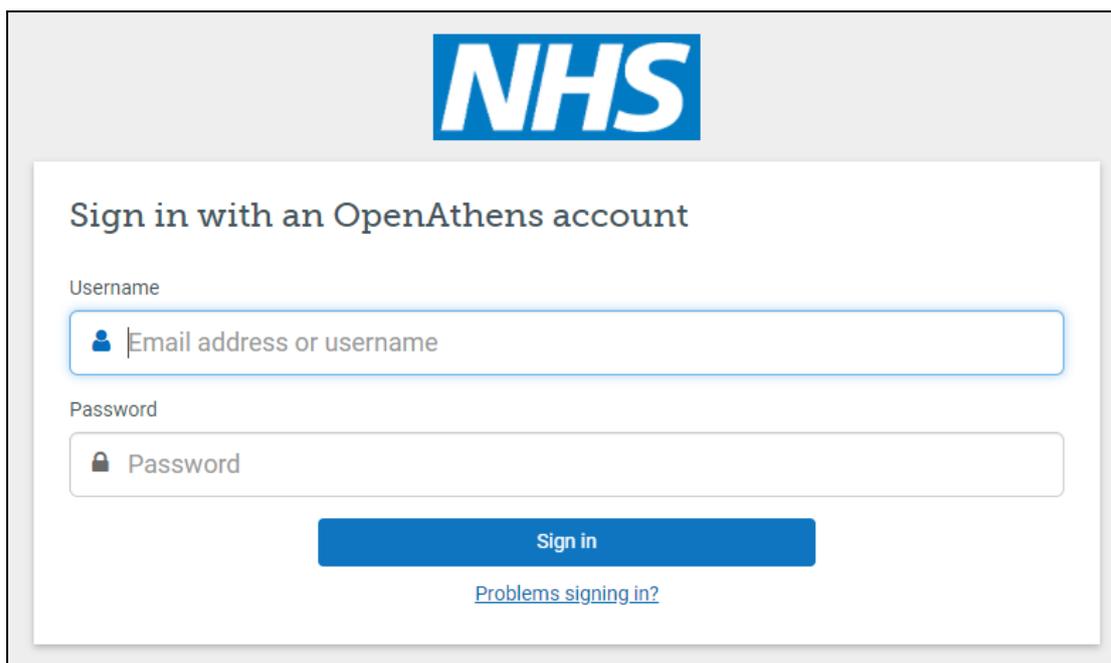
4) **Create an account** with BMJ Learning - enter your email address, choose a password and select your profession. We recommend that you do not enter your BMA number as BMJ Learning will try to tie your two accounts together: this can cause problems. Accept the BMJ's terms and conditions and click **'Create free account'.**

You will now be taken to the BMJ Learning homepage:
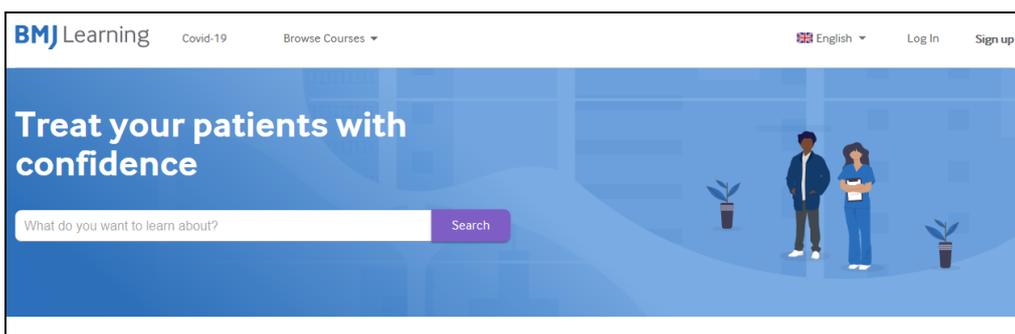
Part 3: Adding the pharmacy modules to your portfolio

1) Use the **search box** to find the first module: *Drug errors in hospital practice*
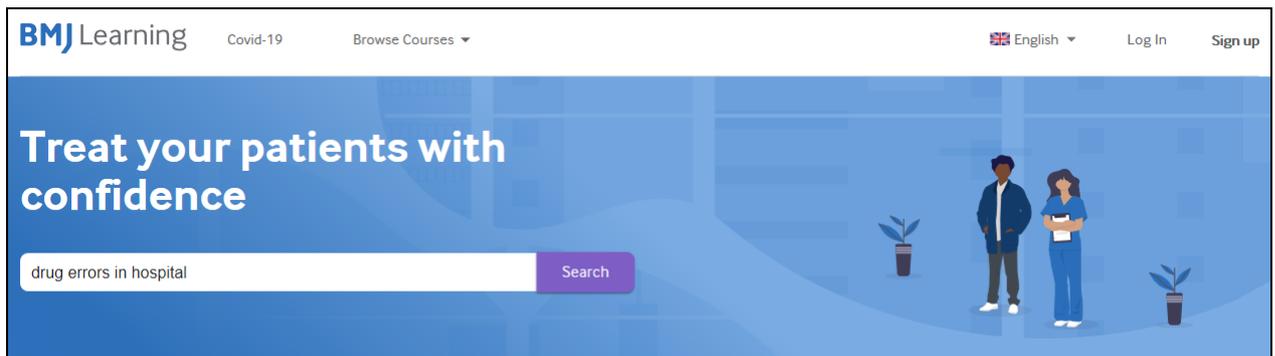
2) Select the module by clicking on the title:
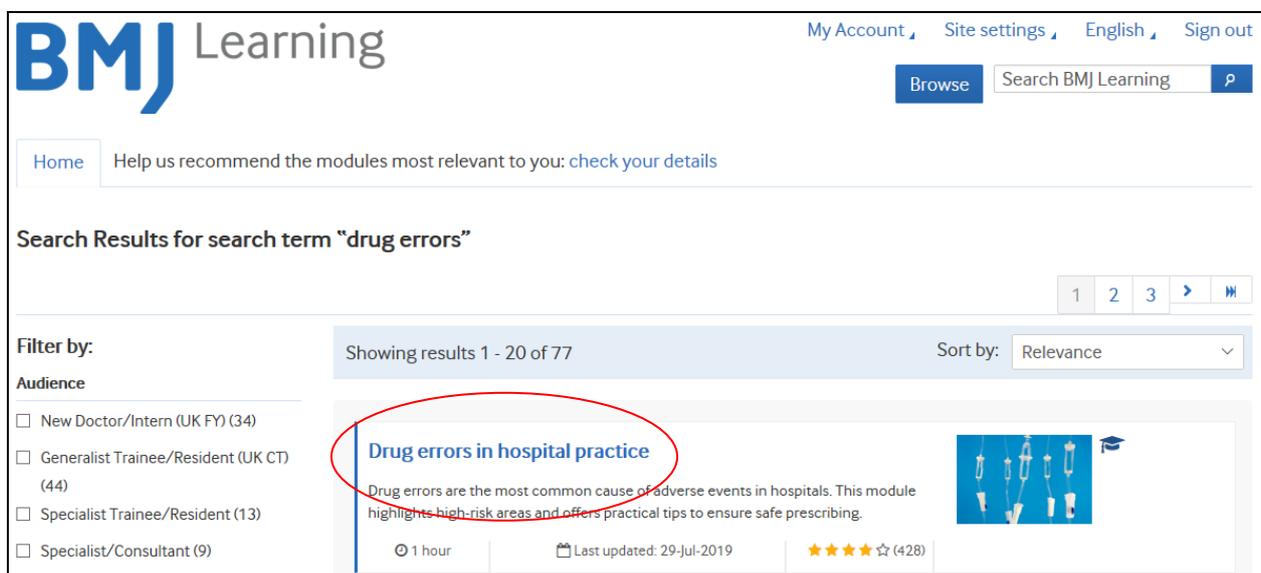
3) You will be taken to the module. Click **'Start learning'** to start the module. The module will also automatically be **added to your personal Portfolio** so you can revisit it at a later time - you do not need to complete a module at a single sitting.
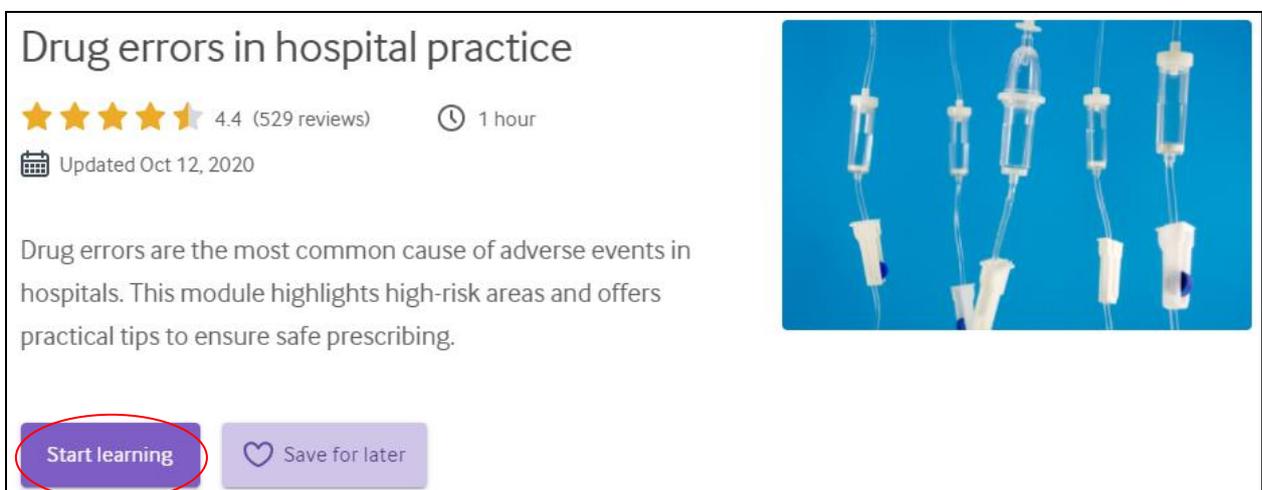
4) Now use the **search box** at the top of the page to find the following **2 modules**:

Survival guide: safe prescribing for patients in hospital
Free module: Survival guide - safe prescribing for surgical inpatients

5) Click on the title for each module then select **'Start learning'** to start the modules. This will also automatically add them to your Portfolio so you can complete them at any time.

6) Click on the **'BMJ Learning'** icon to go back to the main homepage:

7) From the main homepage, you can access your **Portfolio** to check that the 3 modules have been added. Click on **'My Portfolio'** in the top right-hand corner:
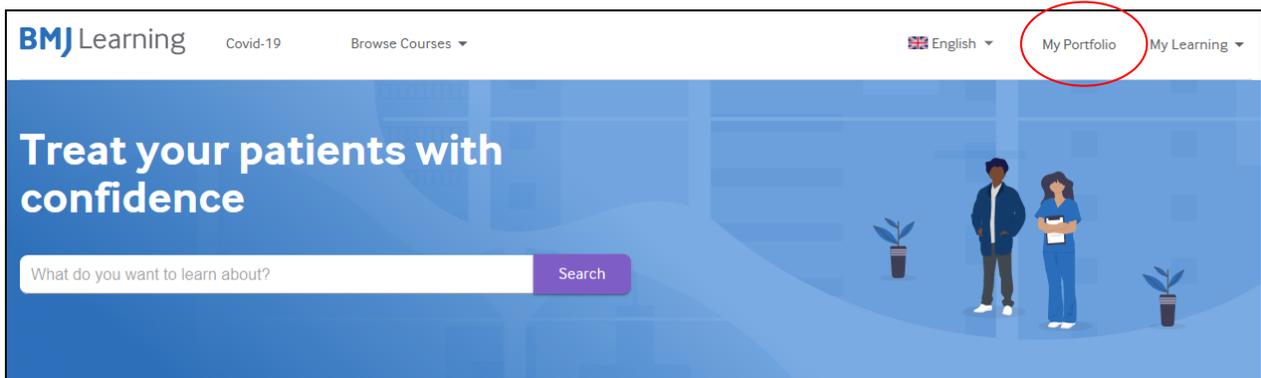
8) You will be taken to your **Portfolio** where you can **access your modules** at any time and see your progress.
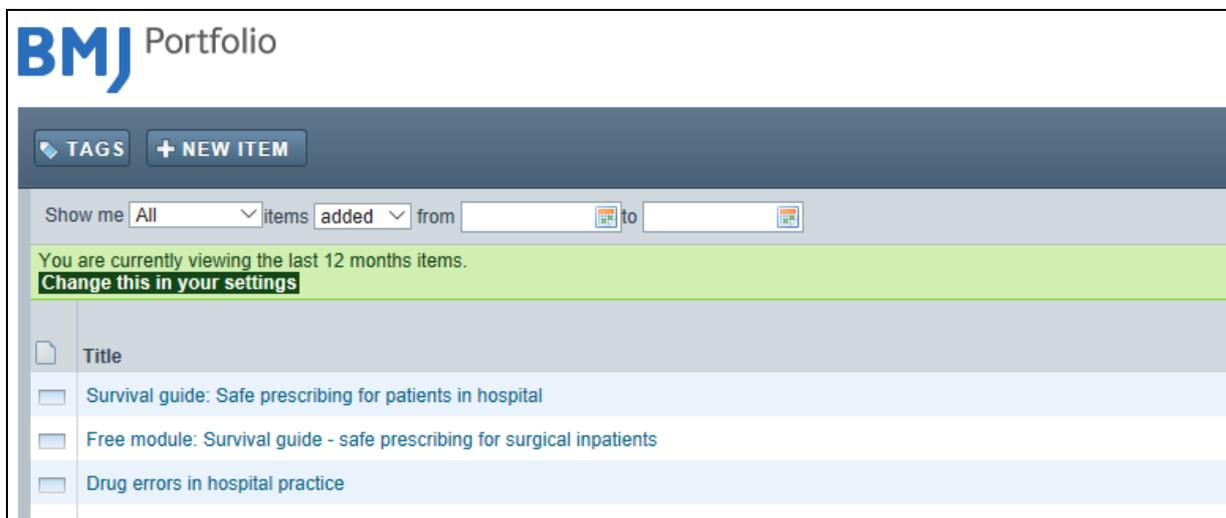
9) Click on a module. A box will pop up - **click on the link**:

10) To continue with the module click **'Continue learning'**:

11) Now complete each module as soon as possible.

12) At the end of each module, click on the tab **'Certificate and reflection'**. Now click on **'Print your certificate'**:

13) Enter your details and **click 'Get certificate'**:

14) Open and save the certificates for each module for proof of completion - these must be shown to the **Postgraduate Department.**

BMJ Learning

Certificate of completion

This certificate confirms that

Completed the module
Survival guide: Safe prescribing for patients in hospital

On
19 June 2020

Course type	Score %
EL2	100

Accreditor

Accreditor no.	Accredited CPD points
	1.0

BMJ Learning has assigned one hour of credit to this module

Dr. Kieran Walsh
Clinical Director

BMJ

15) Your Portfolio will show when each module has been completed by the **green box** at the side (It will will show amber when incomplete)