

All students must complete mandatory training in order to access and use the clinical information system, **CST Cerner**, during their placements with the joint BC health authorities.

Step 1: Get set up with Health Authority & LearningHub accounts (4 weeks before classroom training)	
<input type="checkbox"/>	<p>Your Health Authority Network Account/User ID (ADID) allows you to log in to the computer on site.</p> <p>Please monitor your academic email address (e.g. name@student.ubc.ca or name@my.bcit.ca) for an ADID activation code from User Access Services (uas@hssbc.ca), to be sent within 4 weeks of your placement start date.</p> <ul style="list-style-type: none"> - If you did NOT receive a code with your email from UAS, your account is already activated. - Please refer to the Self-Service Password Reset tool to reset your password. <p>If you are a new user to CST Cerner, the CST Access & Provisioning team (CSTCernerAccess@vch.ca) will confirm the ADID before your placement start date.</p> <p>If you have NOT received any email from UAS, contact your Health Organization Service Desk:</p> <p style="margin-left: 40px;">VCH Service Desk at 604-875-4334 or 1-888-875-4334 PHSA Service Desk at 604-675-4299 or 1-888-675-4299 PHC Service Desk at 604-806-9333</p>
<input type="checkbox"/>	<p>Ensure your LearningHub account is associated with your academic email address (e.g. name@student.ubc.ca or name@my.bcit.ca).</p> <ul style="list-style-type: none"> - Sign up for a LearningHub account - Ensure any <u>pre-existing</u> accounts are registered under your academic email (Reference: How to update to an academic email address) - Merge <u>multiple</u> accounts to your academic email (Reference: Guide to Update Learning Hub Accounts)
Step 2: Complete the eLearning (avg. 2 hours)	
<input type="checkbox"/>	<p>Monitor your inbox for an email from the CST Sustainment Training Team (CSTCernerTraining@phsa.ca) and carefully follow the instructions to register into eLearning. Once you have successfully self-registered into the curriculum, you will receive an automated email from LearningHub.</p> <p>(Reference: How to use LearningHub)</p>
Step 3: Training Completion	
<input type="checkbox"/>	<p>All students have their CST Cerner accounts created and enabled for the start date of their placement. However, if you <u>do not</u> complete all components of your training before your start date, your access will be disabled.</p> <p>Once on-site, you can log in to a computer and access CST Cerner applications using the ADID and password included in the email from CST Access & Provisioning team (CSTCernerAccess@vch.ca) (see Step 1).</p> <ul style="list-style-type: none"> - If you have previously used CST Cerner, please use the <u>log-in</u> information from your first placement. - E.g., If you previously completed a placement at a VCH site, and have an upcoming placement with PHC, you will use your VCH login (vch\username) during your PHC placement.