



Your Education Management Solution

*web-based courses, webinars and  
education tracking system for  
healthcare professionals*

To enroll or for more information about

**careLearning.com**

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Keeping employees trained appropriately and their skills and competencies up-to-date is a constant challenge for hospitals and health care providers. Add on the expenses associated with developing curriculum and difficulty of scheduling and it's easy to understand why health care providers are looking for alternatives to traditional training.

**careLearning** offers an education management solution.

A non-profit organization operated by more than 40 state hospital associations and the American Hospital Association, **careLearning** is an Internet-based education management solution. Its sole purpose is to develop and deliver a range of just-in-time training and education for health care providers with the ability to manage and track employee, physician and non-employee records.

**careLearning** offers something for everyone:

- **Mandatory Education**—Including a set of 15 Health and Safety Compliance courses with complete recordkeeping and reporting functions. These courses use cost-effective interactive, multimedia training to help comply with Joint Commission and OSHA requirements
- **Competencies**—to address either core or discipline-specific education
- **Continuing Education**—credit toward licensure or various types of certification. Including self-paced, interactive, and cost effective CNE anytime, on any computer with Internet access capability
- **Hospital Specific Private Courses**—the ability to include courses that are written and produced by your organization for the sole use of your organization
- **Webinars**—A relatively short, live interactive presentation using the Internet and telephone conferencing
- **Reporting and Documentation**—In addition to quick, comprehensive reporting, careLearning offers specific functions and reports that support the documentation requirements of the Magnet Recognition Program®\*.

\*careLearning® is not a part of nor endorsed by the Magnet Recognition Program® of the American Nurses Credentialing Center

## Webinars

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**careLearning** webinars are cost-effective. Healthcare organizations may sign up to have a group of participants and pay only one fee for the group. The price is quoted as "per telephone connection."

To participate, a healthcare organization needs:

- Room large enough to accommodate all participants. The number of participants is limited only by the size of the room.
- Internet connection in the room with a computer and projector.
- Telephone connection in the room that can be connected to a speaker system.

## More Information

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# Administrative Management System

**careLearning** has developed a cutting-edge system to make record tracking simple. The Administrative Management System (AMS) is a software-based system that **careLearning** administrators receive as users of the **careLearning** courses. The goal of **careLearning** is to make the employee enrollment process as simple as possible for your organization through the use of the AMS. The AMS allows organizations to:

- Track professional licenses, licensure renewal and certificates; including the capability to run reports by license type and expiration date utilizing the *TrackIt* feature
- Use the program as a complete meeting management package to store demographic information and print rosters, name badges, certificates and mailing labels for educational events presented at your organization
- Use the ID badge scanner to simply scan an individual's ID badge or the event roster to record attendance
- Print employee specific reports that include all **careLearning** courses, live events, and license and certificate information
- Create reports that support the documentation requirements of the Magnet Recognition Program®.
- Use the automatic curriculum feature to determine what courses are appropriate for an employee by department and job code
- Coordinate all e-learning activities as well as all community and non-employee education.
- Track physician education
- Store and track demographic information for community education
- Download information from existing tracking systems
- Automatically create user IDs and passwords
- Print memos for both new and existing employees
- Run reports checking for employees no longer employed by the organization
- Archive employee education records from previous years
- Generate and print reports for individuals no longer employed by the organization
- Assign education based on groups other than departments
- Give department managers and others report printing capabilities for their employees

The AMS was designed to meet the needs of organizations and is free with the purchase of the *Health and Safety Compliance Series*.

# Features of CareLearning.com

## For Learners

- Convenient access to education 24 hours a day– seven days a week
- Cost-effective method for obtaining continuing education to meet or enhance competencies
- Learn at an individual pace
- Training records follow the learners wherever they are employed

## For Healthcare Organizations

- Provides an efficient and cost-effective system for managing training regardless of the organization's size
- Comprehensive and easy to use learner tracking and management system
- Course content developed by subject matter experts
- Courses designed for specific staff as well as the entire organization
- Reduces resources needed for developing and providing mandatory training
- Limits obstacles associated with organization wide training
- Increases employee satisfaction and enhances retention
- Utilizes technology that appeals to today's workforce

# Advantages of CareLearning.com

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## Exclusive Focus

Learning content is developed specifically for health care professionals by organizations that have long histories of successfully serving and meeting the needs of health care providers.

## Stability

More than 40 hospital associations and the American Hospital Association created, developed and now operate [careLearning](#). Despite the buy-outs and consolidations in e-learning, your state hospital association is committed to serving health care providers well into the future.

## Customization

Health care organizations can add course content and develop courses specific to their organization.

## Revenue

[careLearning](#) provides a national audience. A program or course developed by your organization could be marketed to other health care providers across the country.

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## Catalog of Courses

The extensive catalog of courses includes education on nursing, patient care, business management and compliance. Areas that are beneficial to all health care professionals. These courses are available to all health care professionals without organizational membership. Topics include:

Allied Health	Human Resources
Coding and Billing	Infection Control/Employee Health
Compliance	Leadership/Management
Desktop Skills	Nursing
Emergency Preparedness	Patient Care
Ethics	Performance Improvement
Health and Safety Compliance	Risk Management

To view the catalog of courses visit [careLearning.com](#), and click on courses.

# Health & Safety Compliance Training

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Does your organization struggle to efficiently and effectively offer mandatory training? [careLearning](#) provides a series of 15 health and safety training modules to assist your organization complying with JCAHO and OSHA requirements. As a bonus, this subscription package includes access to a state-of-the-art management system to track employee progress.

The Health and Safety Series includes:

- ✓ Abuse and Neglect
- ✓ Bloodborne Pathogens
- ✓ Electrical Safety
- ✓ Hazardous Communication
- ✓ Patient's Rights
- ✓ Slips, Trips and Falls
- ✓ Tuberculosis Prevention
- ✓ Medical Radiation Safety
- ✓ Age-Specific Care
- ✓ Disaster Preparation
- ✓ Fire Safety
- ✓ Moving and Lifting
- ✓ Restraints
- ✓ Standard Precautions
- ✓ Hand Hygiene

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## Cost & Sign Up

The complete Health and Safety Compliance Training series and education management system is available to your organization for an annual fee based on the number of employees.

- \$2,500 per year for up to 250 employees
- \$10 per employee/per year for 250–1,000
- \$5 for each employee over 1,000

No sign up or setup fees.

No long-term contracts or commitments.

No yearly membership fee.

No obligations to any set of courses.