

TENET.COM/.EDU REGISTRATION HOW-TO GUIDE

The following is a registration guide on how to register and complete your assigned classes. Please register as soon as possible. **Classes must be completed by the due date listed.**

Please call .edu support @1.800.639.7575 for log-on problems. For more information or non-computer problems, call Education Department @799-3124

REGISTRATION & INTRODUCTION TO .edu



New Users:

- 1. Obtain your unique employee ID number from Human Resource or Education.
- 2. Log-on to eTenet: <u>www.etenet.com</u>
- 3. Click on the <u>Register Here (for new users)</u> phrase at the lower right corner of the "Employee Log-On" box
- 4. Provide your Social Security number & Date of Birth in the spaces provided & click on the <u>Next</u> button
 - (**birth year must be 4 digits! ex: 1999)
- 5. Confirm Your Identity. Click on the <u>YES</u> button if the information on the screen is correct
- 6. Accept the Proposed LOG-ON ID. Click on the <u>Yes I will use this ID</u> button. Your ID should be your "First.Last" name
- 7. Choose Your Password. Enter an 8-digit password **READ Gear the instructions regarding password selection <u>carefully</u>. Click NEXT
- 8. Select a Personal Security Question. Answer the questions in the spaces provided & click NEXT.
- 9. You will see a confirmation of your Log-On ID & Password, if you print it out make sure you save it in a safe place.
- 10. Return to the eTenet Log-On Page & Test your new Employee Log-On!
- 11. You are now ready to enjoy the FREE benefits of eTenet & .edu

INTRODUCTION TO .edu & Launching a Course

1. Log-on to eTenet: <u>www.etenet.com</u>

2. Enter your User Name & Password

3. Click on the .e⁻¹....¹...¹...¹...¹...¹...¹...¹...¹...¹...¹...¹.



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Tenet Educational Network			
DAVID JOHNSON Los Alamitos Medial Center Rudent			Feb 21 2013 8:54 AM FT
My Learning My Transcript Catalog HospitalDirect® My	Profile Lippincott's Nursing Advisor		👿 Site Map 🥤
Mobile Device and Remote LNA Access			
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Recently you were introduced to Lippincott's Nurse Advisor (LA	A), Tenet's evidence-based resource to get	fast answers to your daily patient care challenges.	
Touch; and/of Standard Android Tablet. To access, you need a facility specific url (link) to <i>LIA</i> , userna Contact you local clinical educator for access instructio Employees in the home office can request access by em-	LINA remotely from home and/or public me and password. 15. ailing <u>organizationlearninganddevelopment</u> (C computers get LINA on your iPad, iPhone, iFouch, iPhone and verizon	Uroids, blackberry bold, Haydook, Storm, and
\backslash	For questions or to report a problem contac	t the Tenet Help Desk at 1-800-639-7575 or tenet.helpdesk@ps.net.	
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4. Click on "My Learning" to begin your assigned courses.

Please contact IMPACT @ ext. 3532 for CERNER TRAINING

Cerner is our Electronic Medical Record Charting (EMR)