

Training Session for For Learners



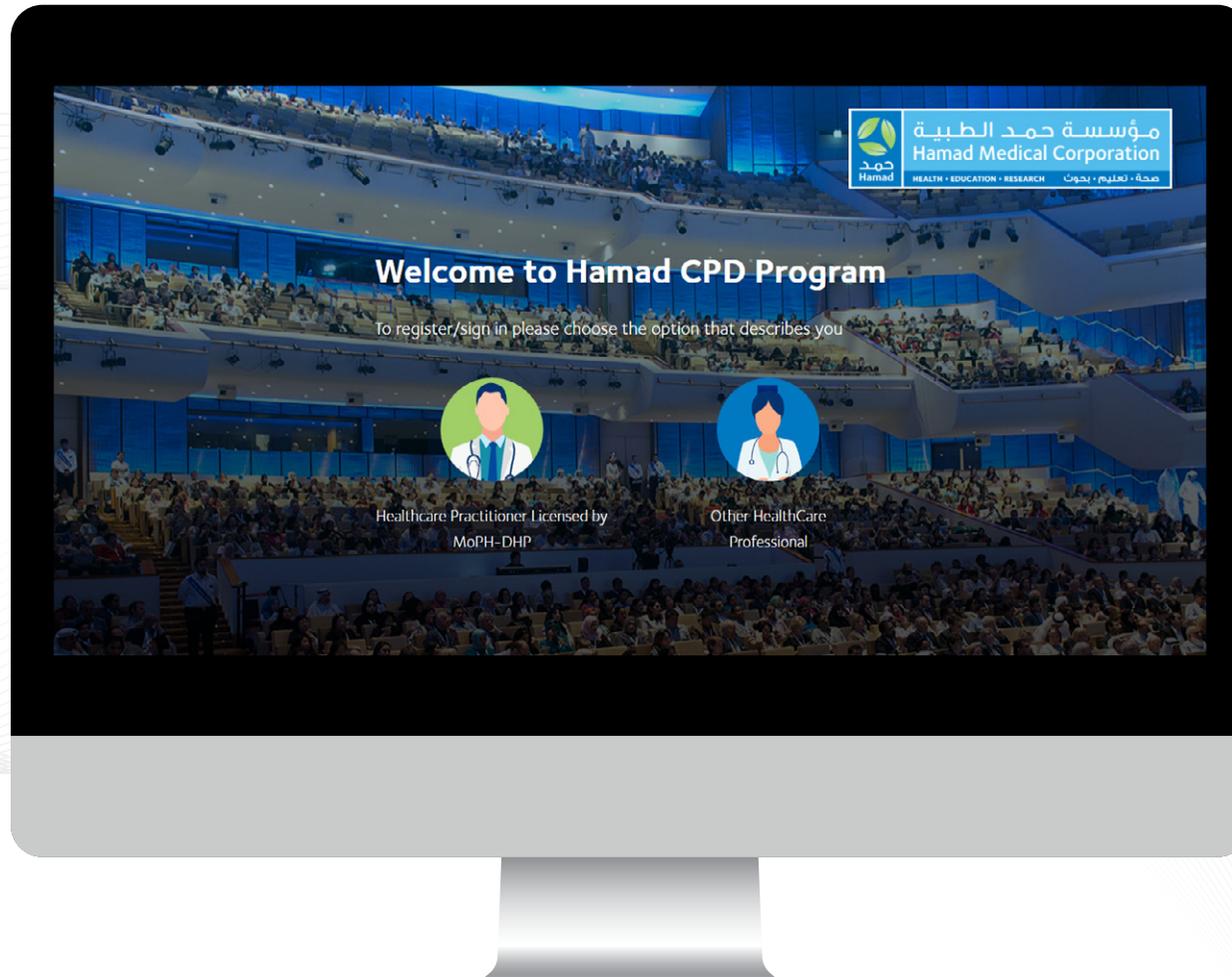
Objectives

By the end of this session:

- Create your learner ID
- Explain how to register on a program
- Explain how to complete your attendance
- Explain the certificate process

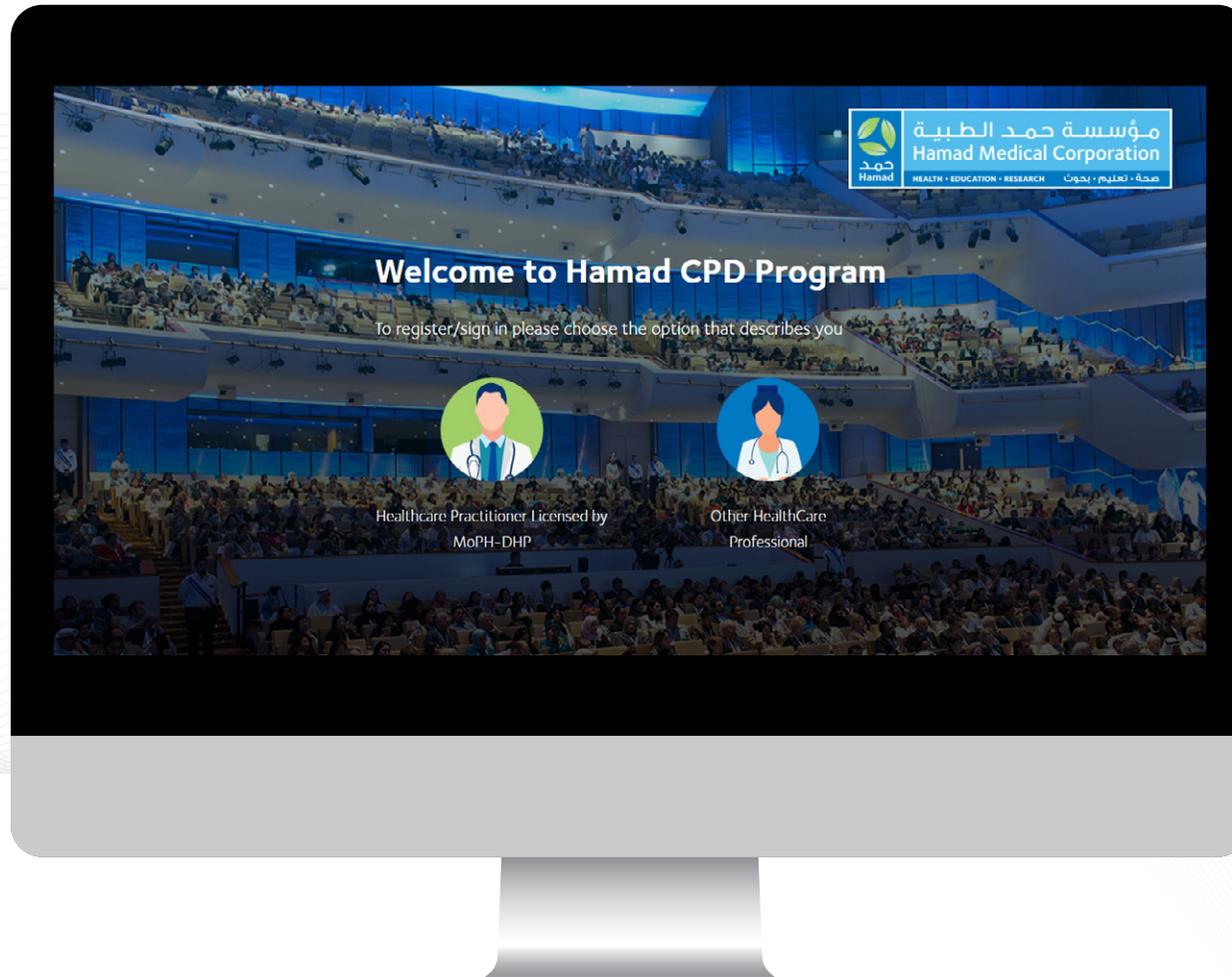
Home Page

- Click on www.hamad.qa and go to either the Events Page or Medical Education to create your learner ID/Account.

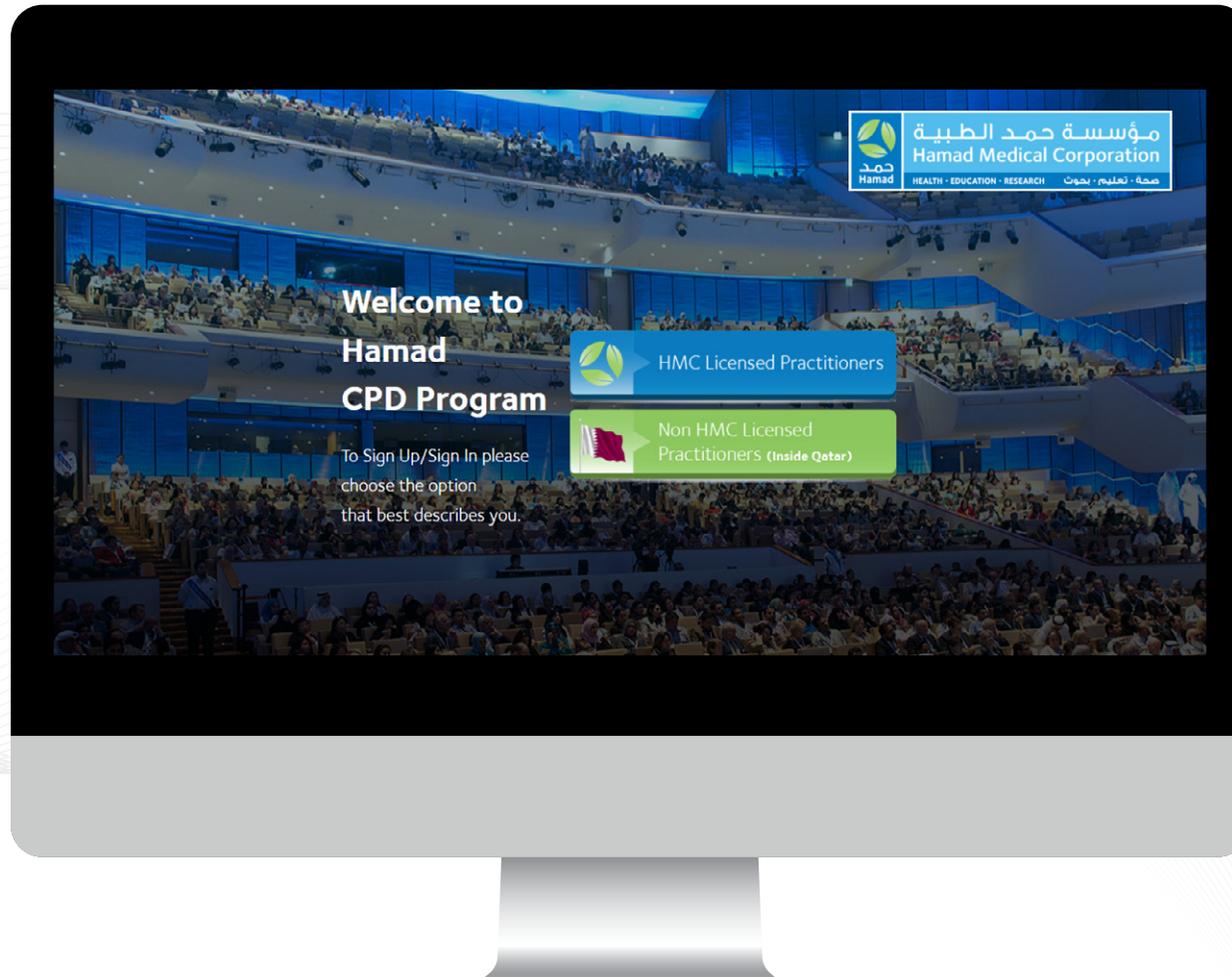


Home Page

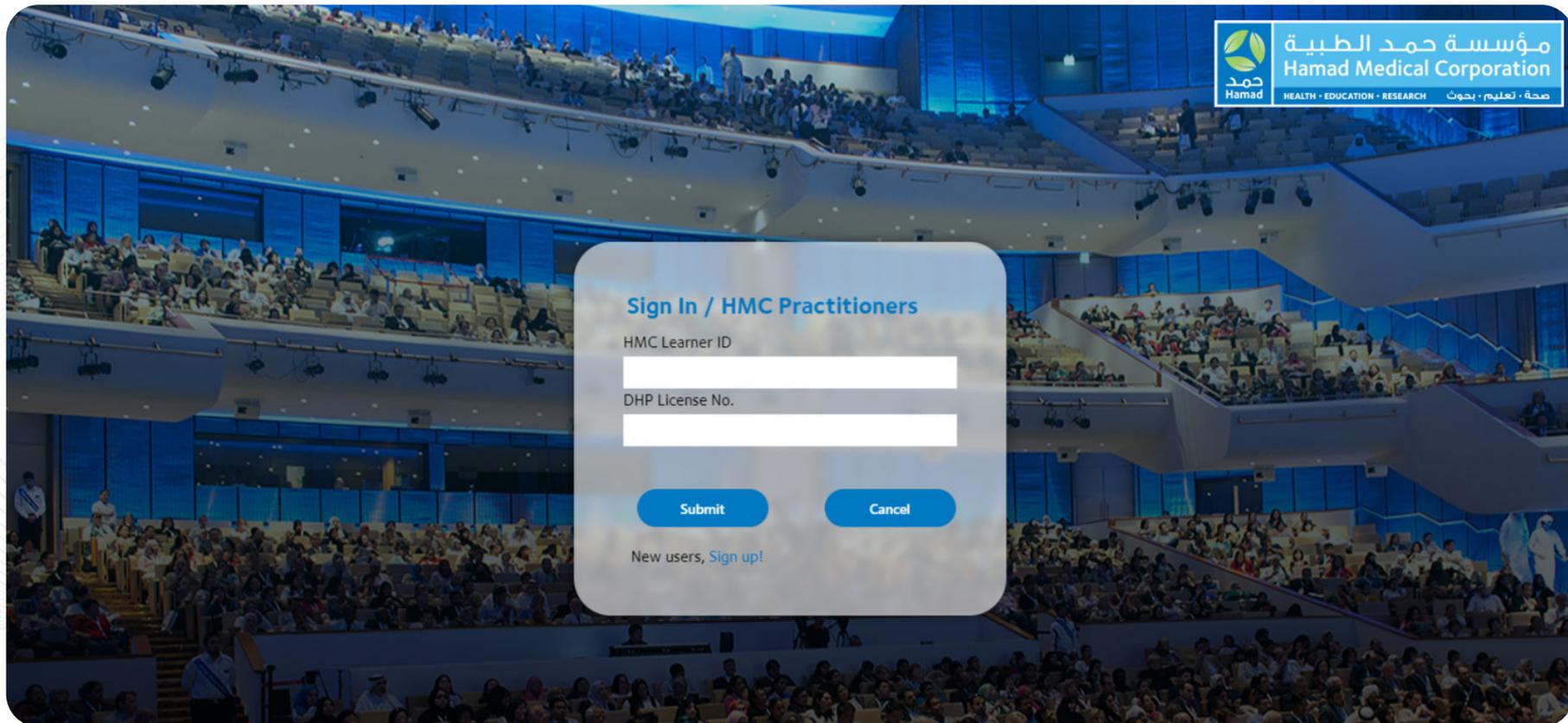
- As a Learner, you may select either Healthcare Practitioner Licensed by MoPH-DHP or Other Health Care Professional. Click on the first option if you already have the DHP License Number.



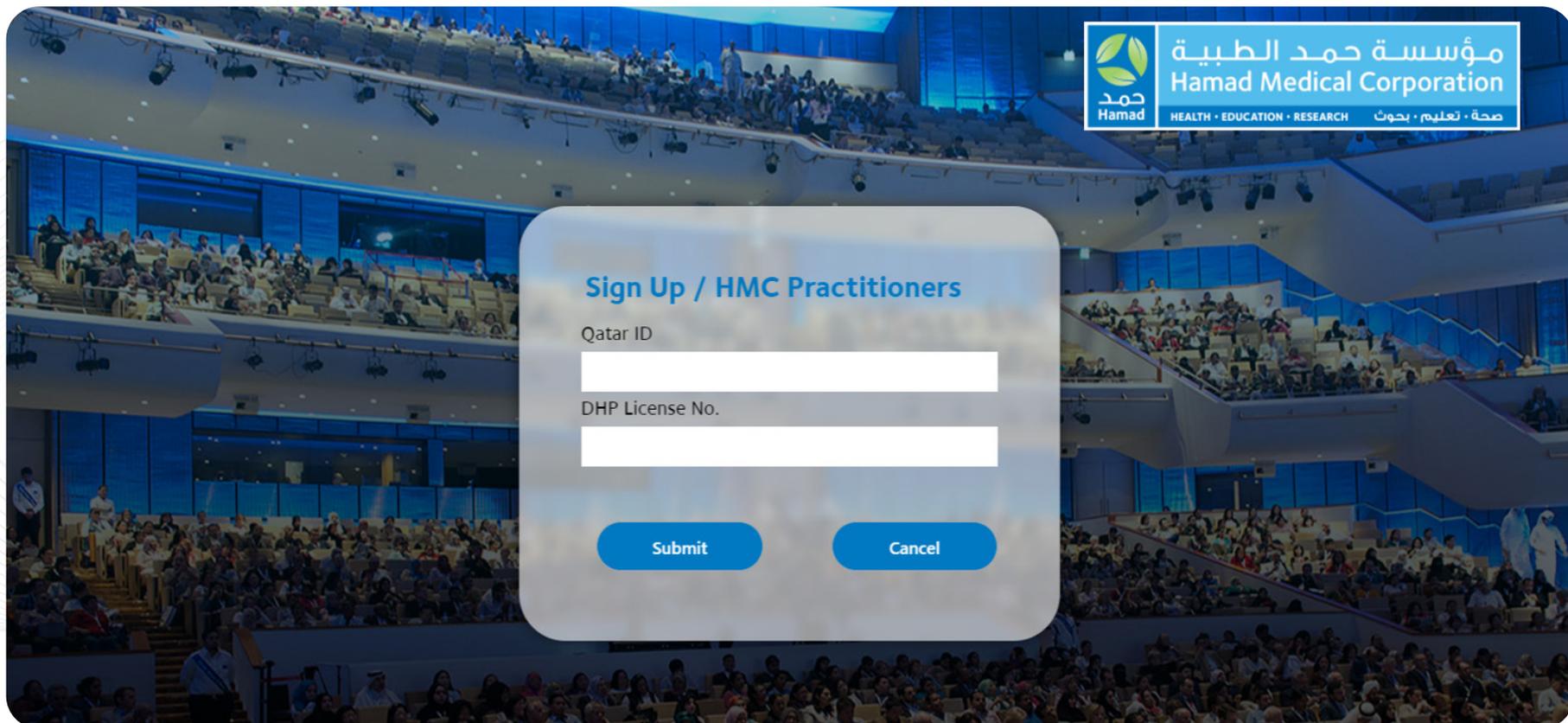
- There are 2 options to choose and select one option as per your profession.



- If you choose the first option, HMC Licensed Practitioners you will see the page as shown and please click on sign up for registration.



- Enter your QID and permanent DHP License. Then submit.
- If your QID/Permanent DHP License Number is not issued, sign up as “Health Care Professional”.



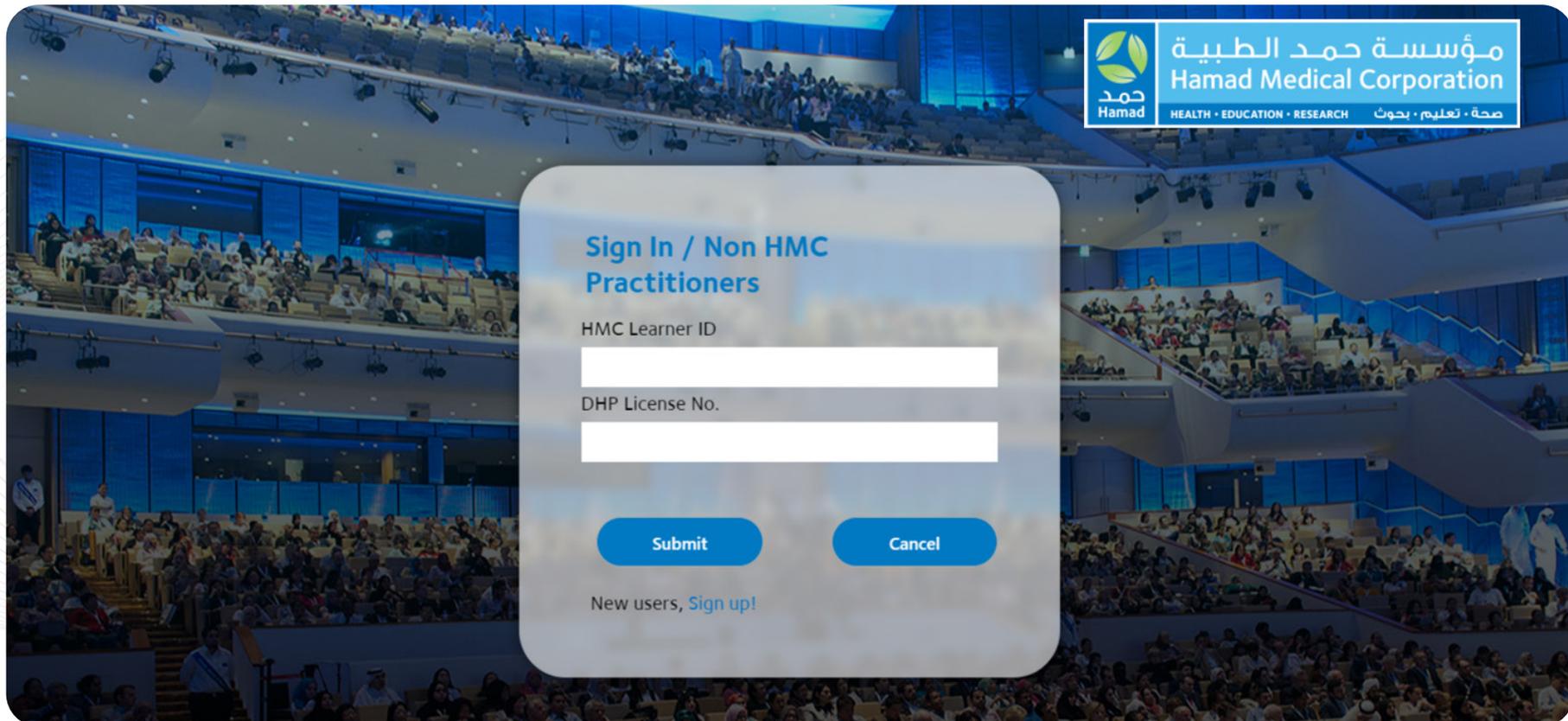
Sign Up / HMC Practitioners

Qatar ID

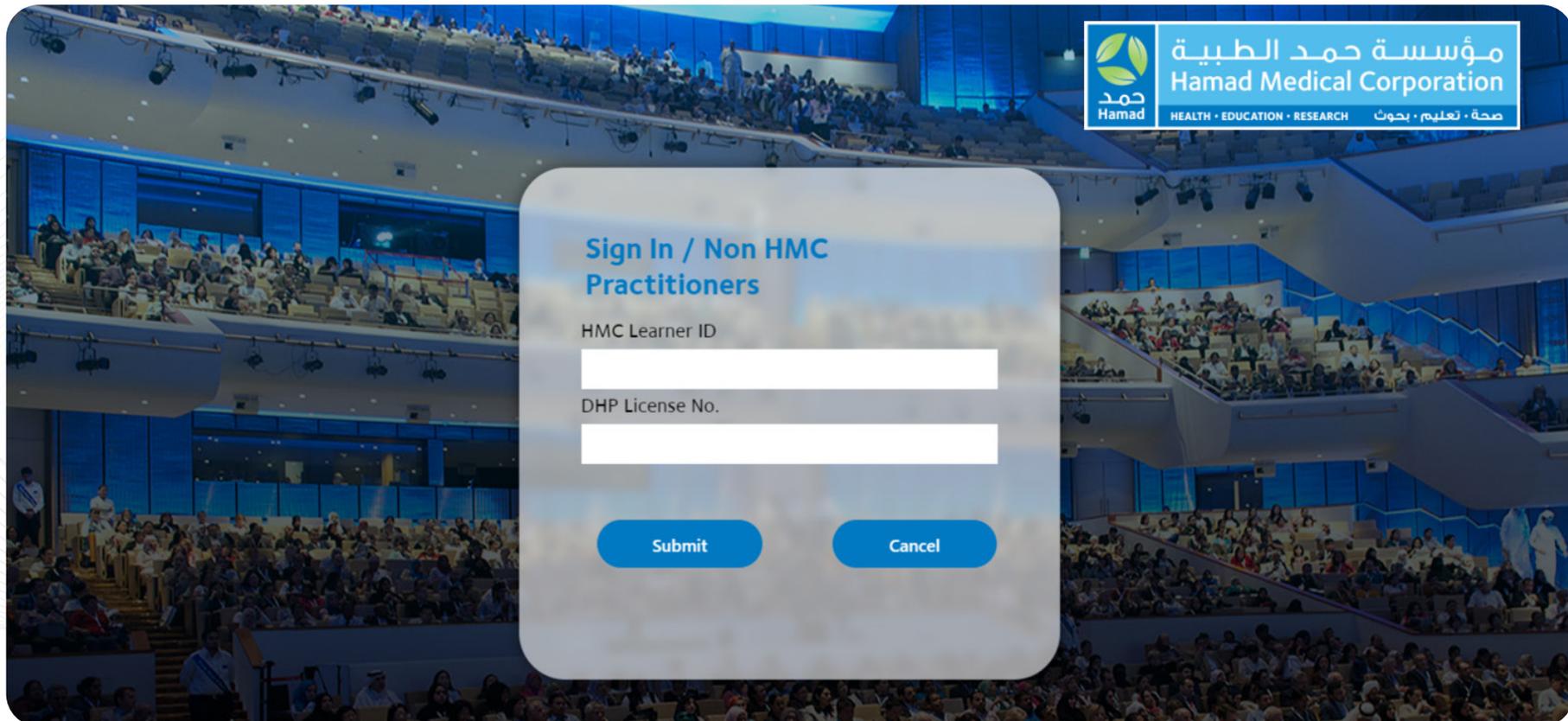
DHP License No.

Submit **Cancel**

- The same process goes to Non HMC License Practitioners to register.



- Enter your QID and permanent DHP License. Then submit.
- If your QID/Permanent DHP License Number is not issued, sign up as “Health Care Professional”.



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Sign In / Non HMC Practitioners

HMC Learner ID

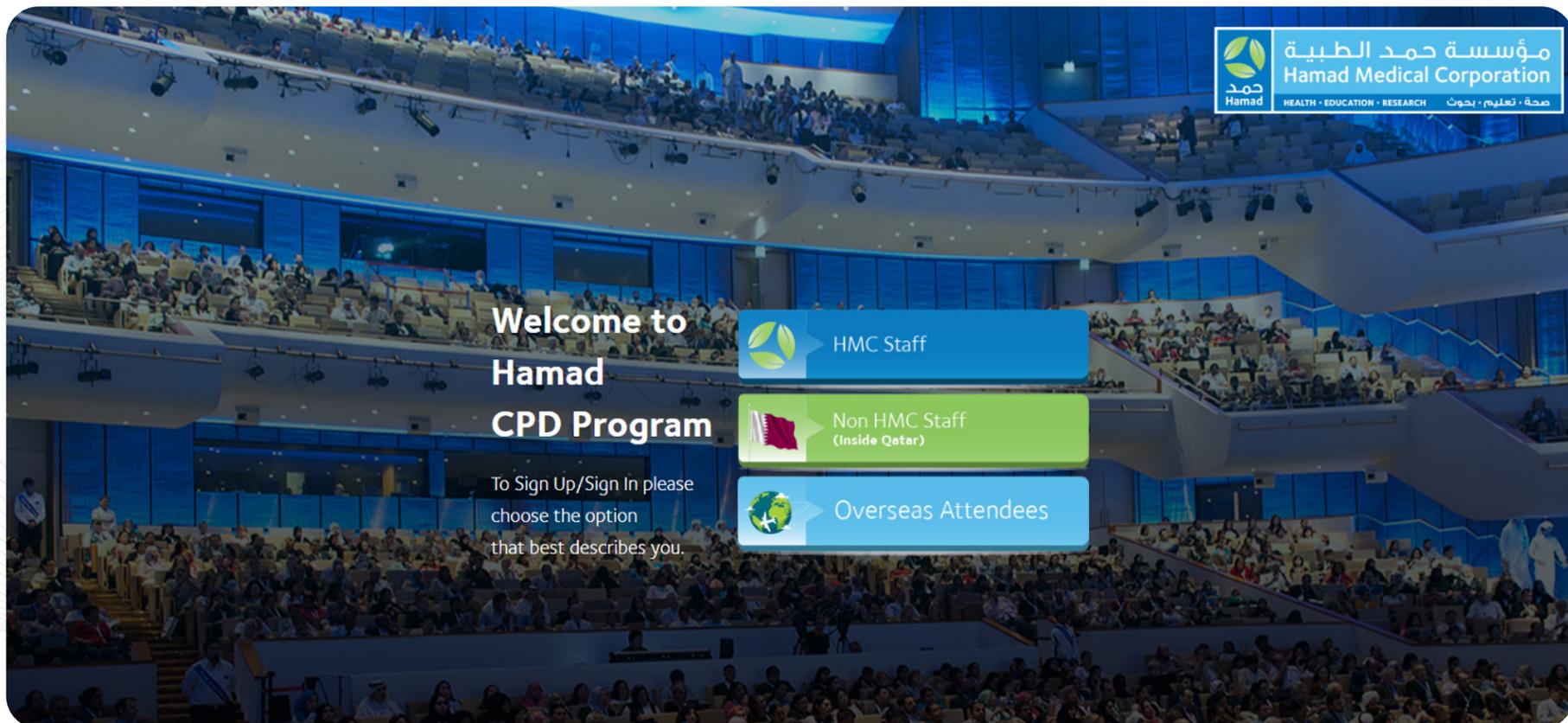
DHP License No.

Home Page

- If you are Other HealthCare Professional and if you don't have the DHP License Number, select the second option from Home Page.
- This includes Students and Interns.



- There are 3 options to choose and select 1 as per your profession and workplace.
- If you are a student and have a QID, sign up as “non-HMC staff”.
- If you are an intern, resident or fellow and have a QID, sign up as “HMC staff”.



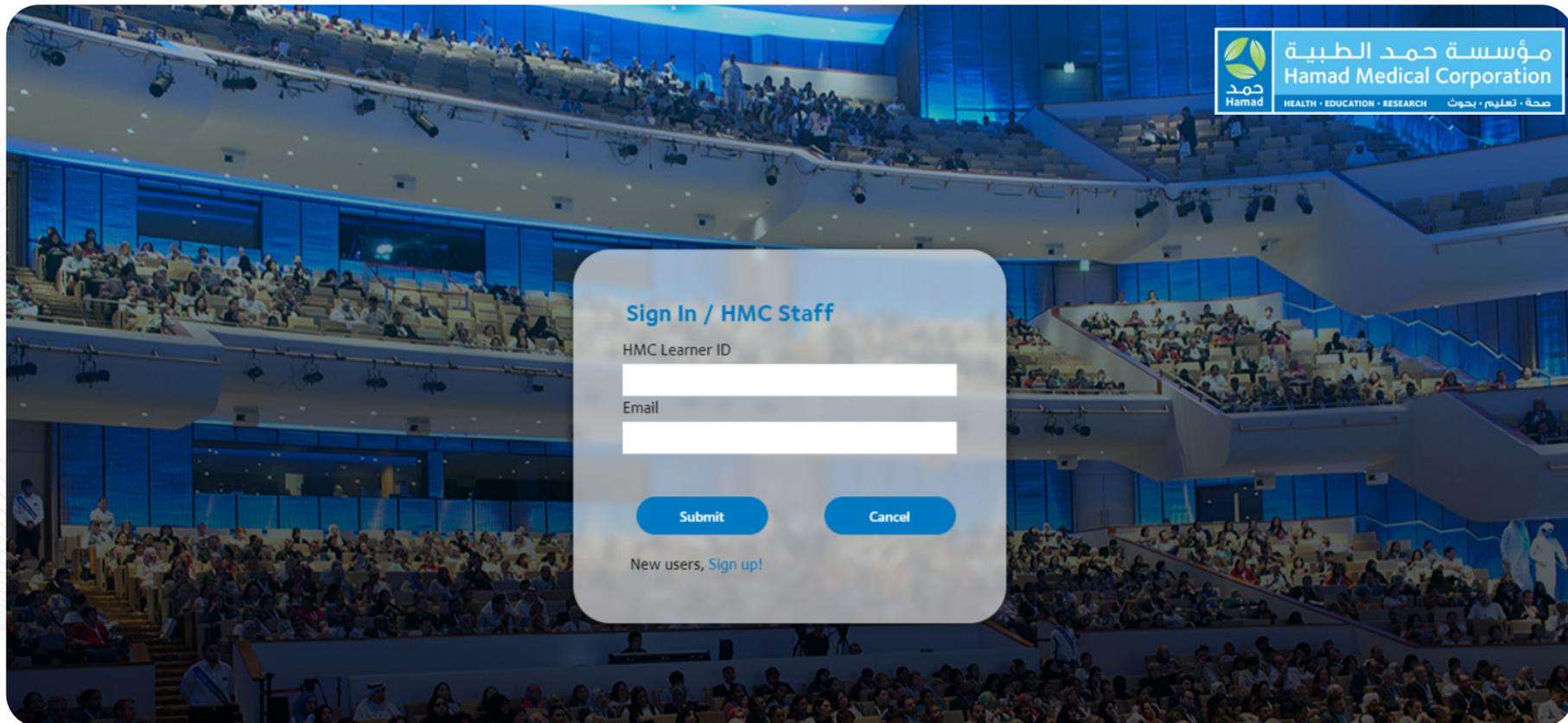
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Welcome to Hamad CPD Program

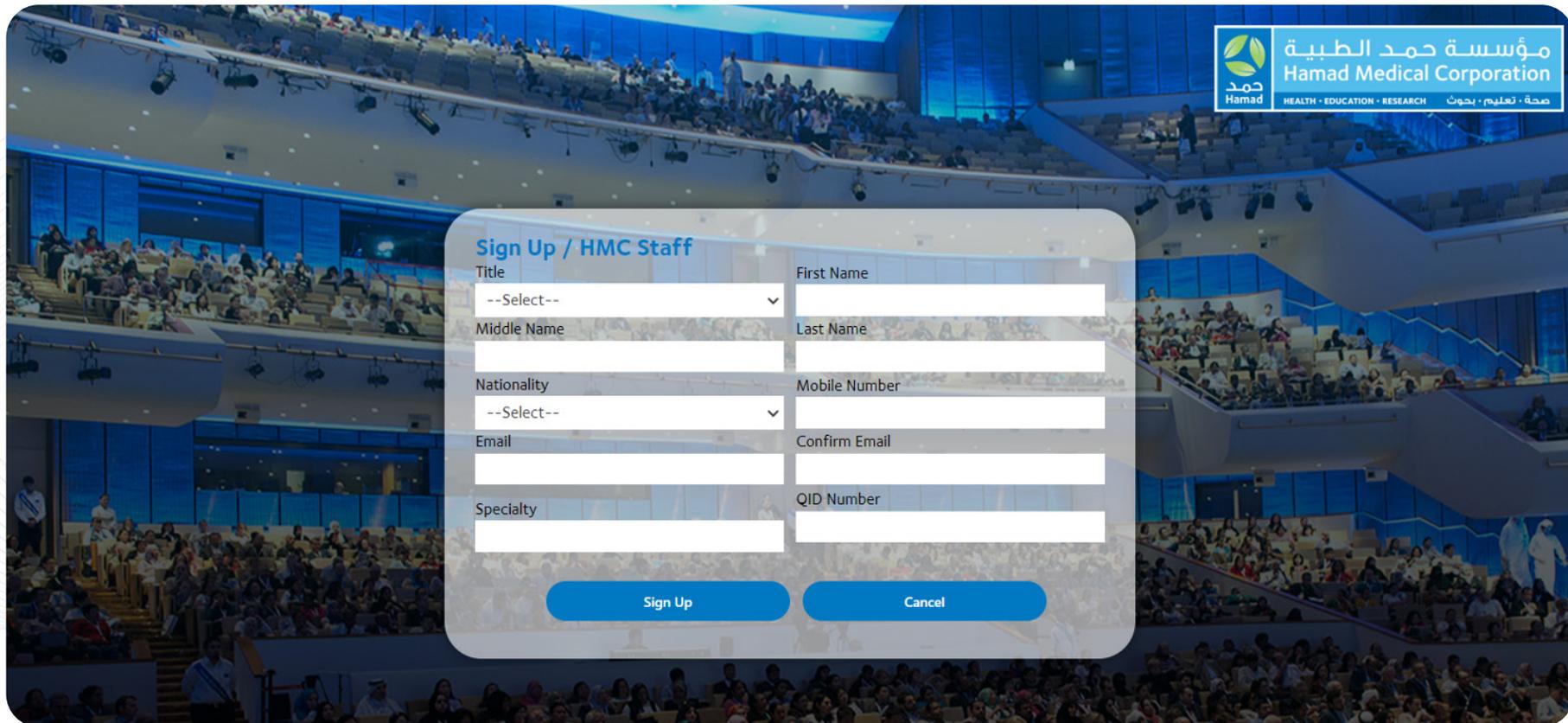
To Sign Up/Sign In please choose the option that best describes you.

-  HMC Staff
-  Non HMC Staff (Inside Qatar)
-  Overseas Attendees

- Complete the registration by clicking on Sign Up option, if you are HMC Staff.



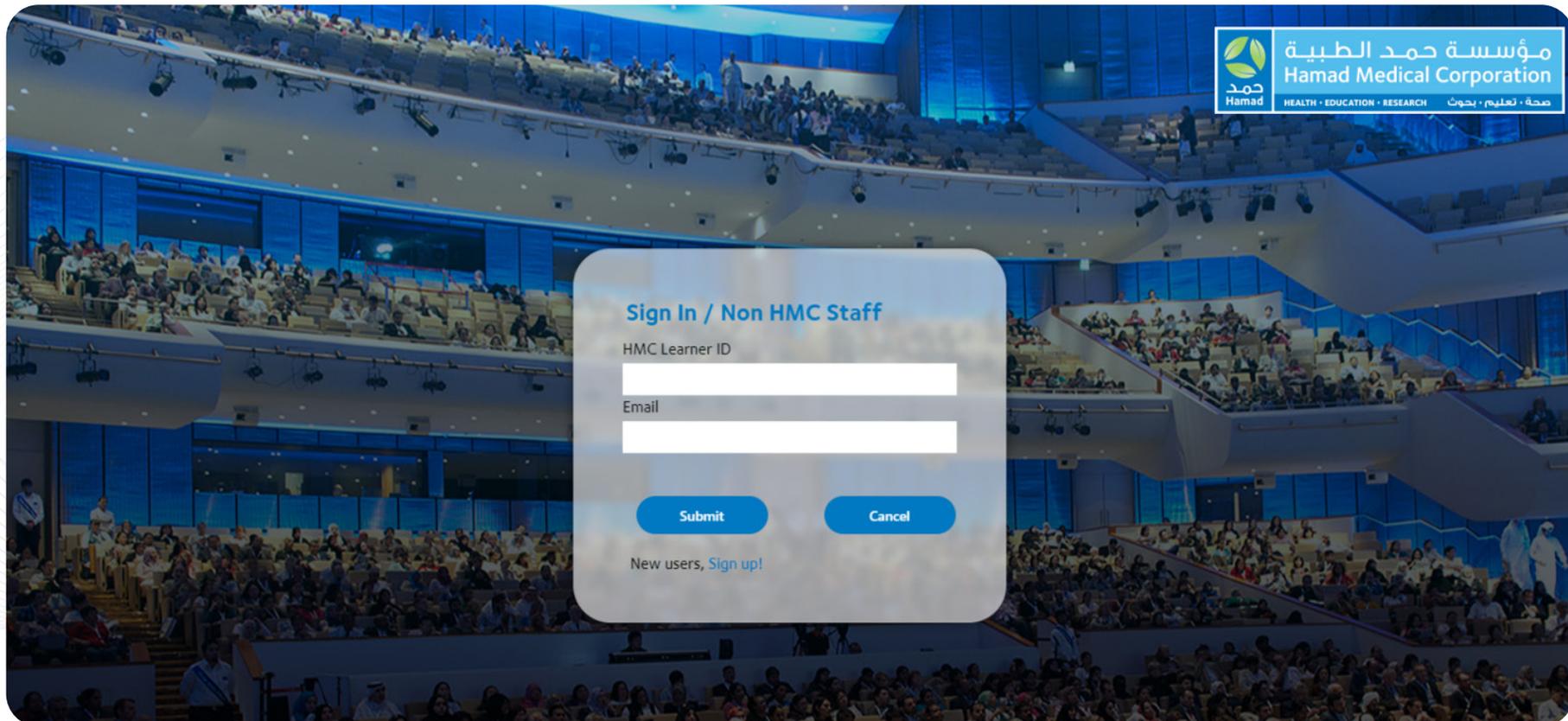
- Sign up by filling in all requirements as shown in picture.



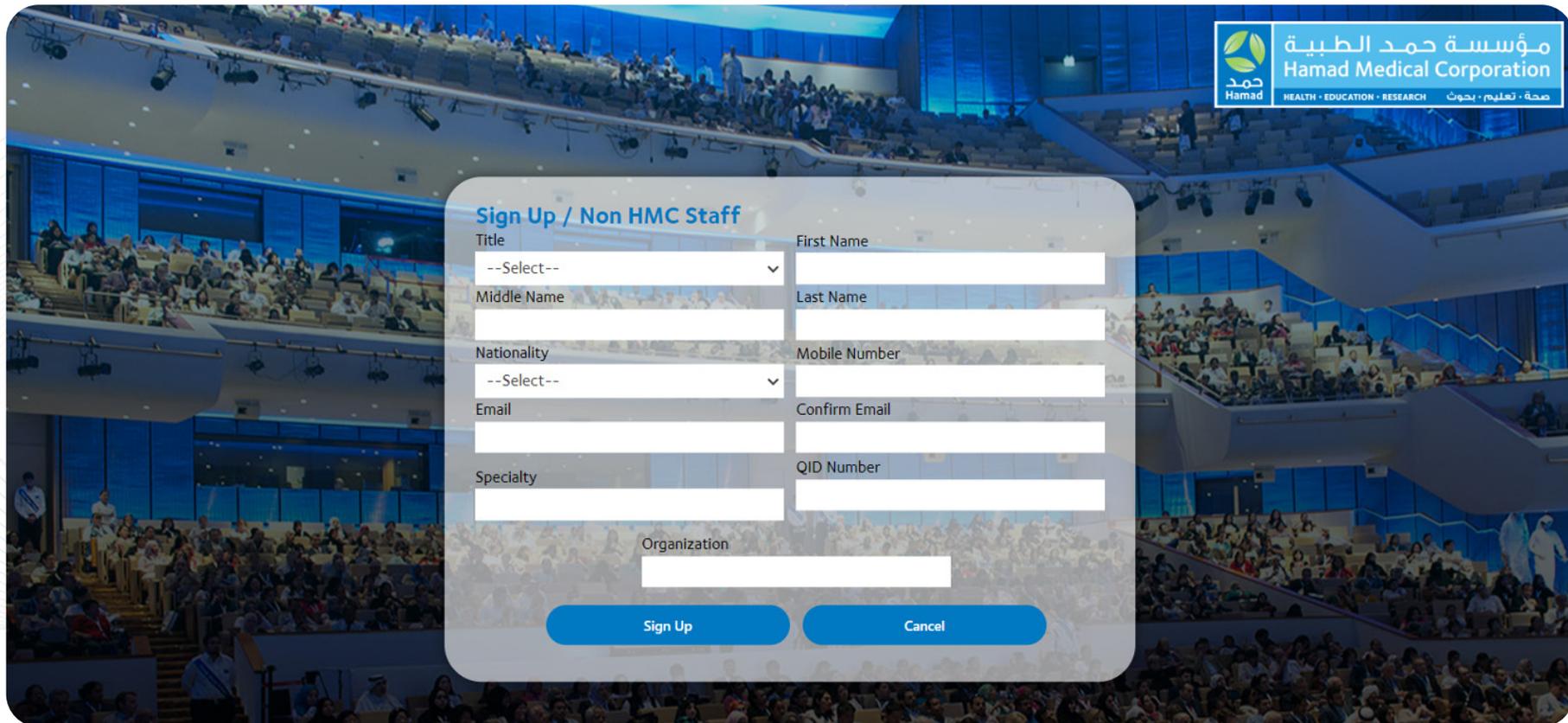
Sign Up / HMC Staff

Title	First Name
--Select--	<input type="text"/>
Middle Name	Last Name
<input type="text"/>	<input type="text"/>
Nationality	Mobile Number
--Select--	<input type="text"/>
Email	Confirm Email
<input type="text"/>	<input type="text"/>
Specialty	QID Number
<input type="text"/>	<input type="text"/>

- Complete the registration by clicking on Sign Up option, if you are in Qatar but **not HMC Staff**.



- Sign up by filling in all requirements as shown in picture.

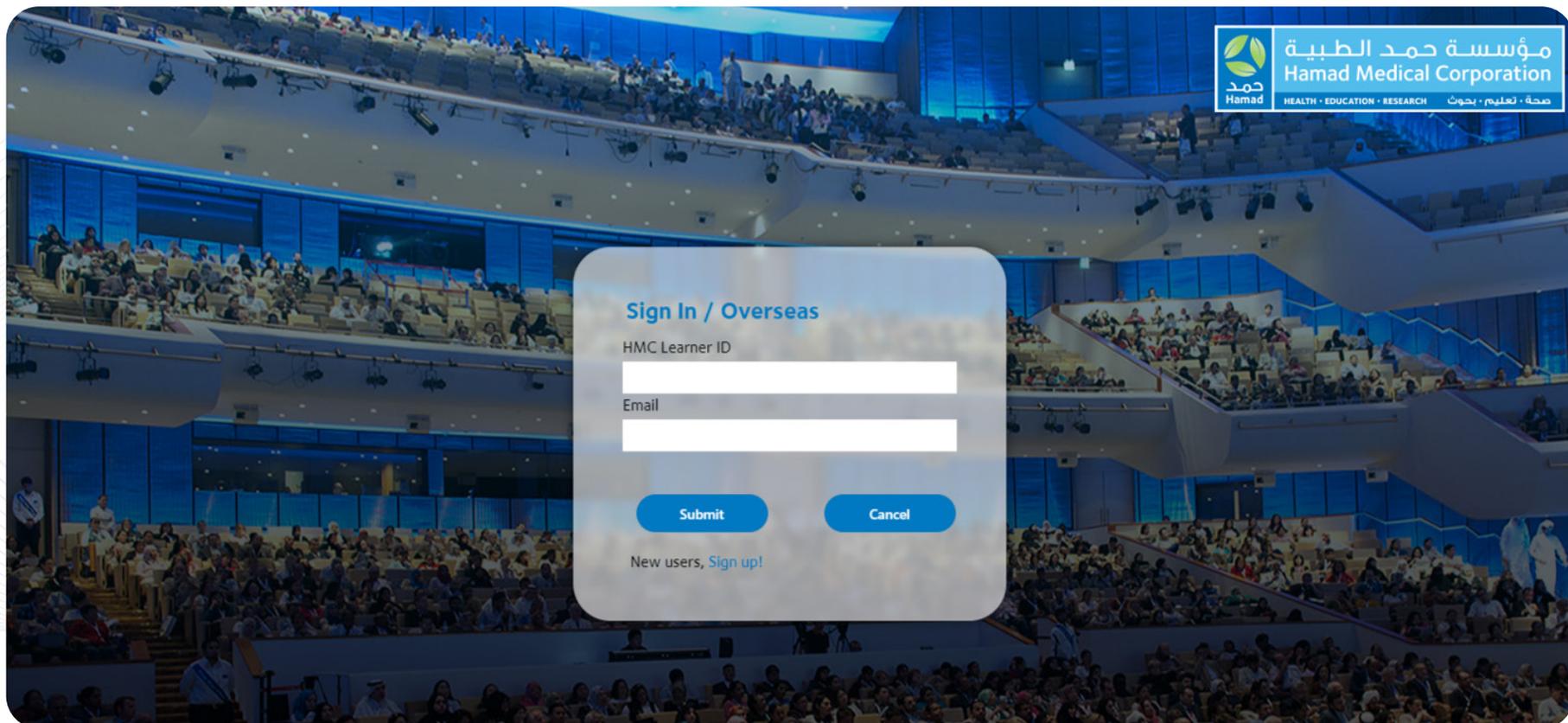


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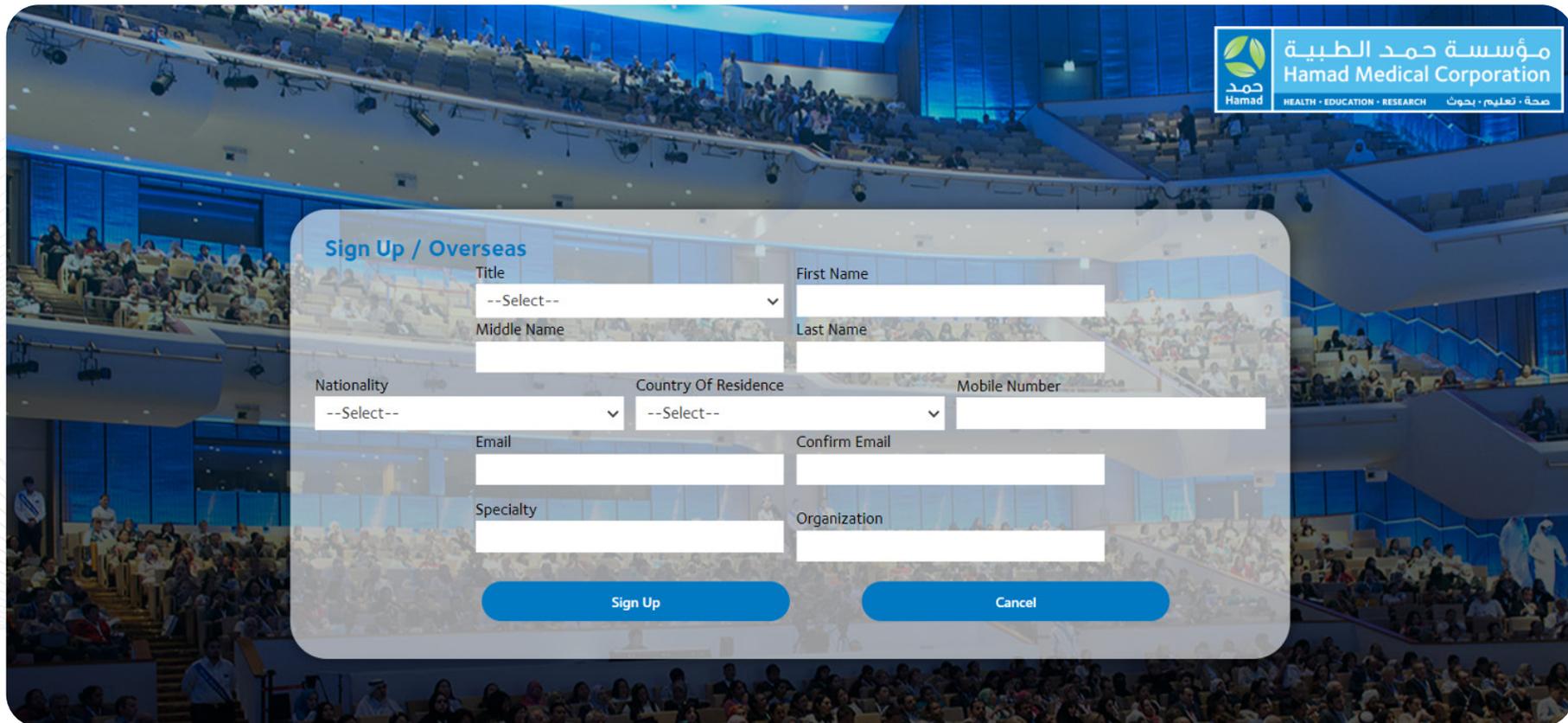
Sign Up / Non HMC Staff

Title	First Name
--Select--	<input type="text"/>
Middle Name	Last Name
<input type="text"/>	<input type="text"/>
Nationality	Mobile Number
--Select--	<input type="text"/>
Email	Confirm Email
<input type="text"/>	<input type="text"/>
Specialty	QID Number
<input type="text"/>	<input type="text"/>
Organization	
<input type="text"/>	

- Complete the registration by clicking on Sign Up option, if you are not in Qatar or if your QID/ permanent DHP License Number is not yet issued.
- Once you receive both your QID and Permanent DHP License Number, sign up and re-register as “Healthcare Practitioner Licensed by MoPH-DHP”



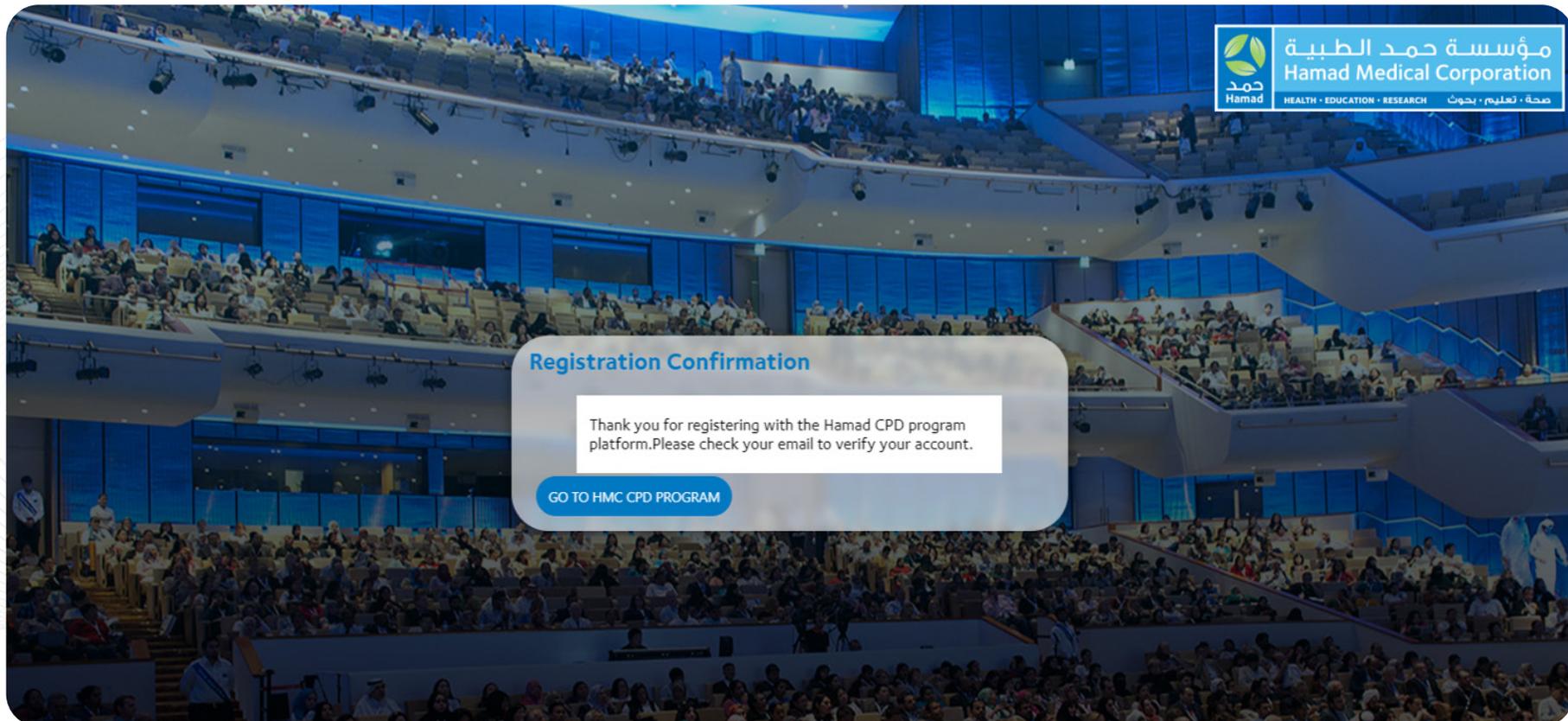
- Sign up by filling in all requirements as shown in picture.



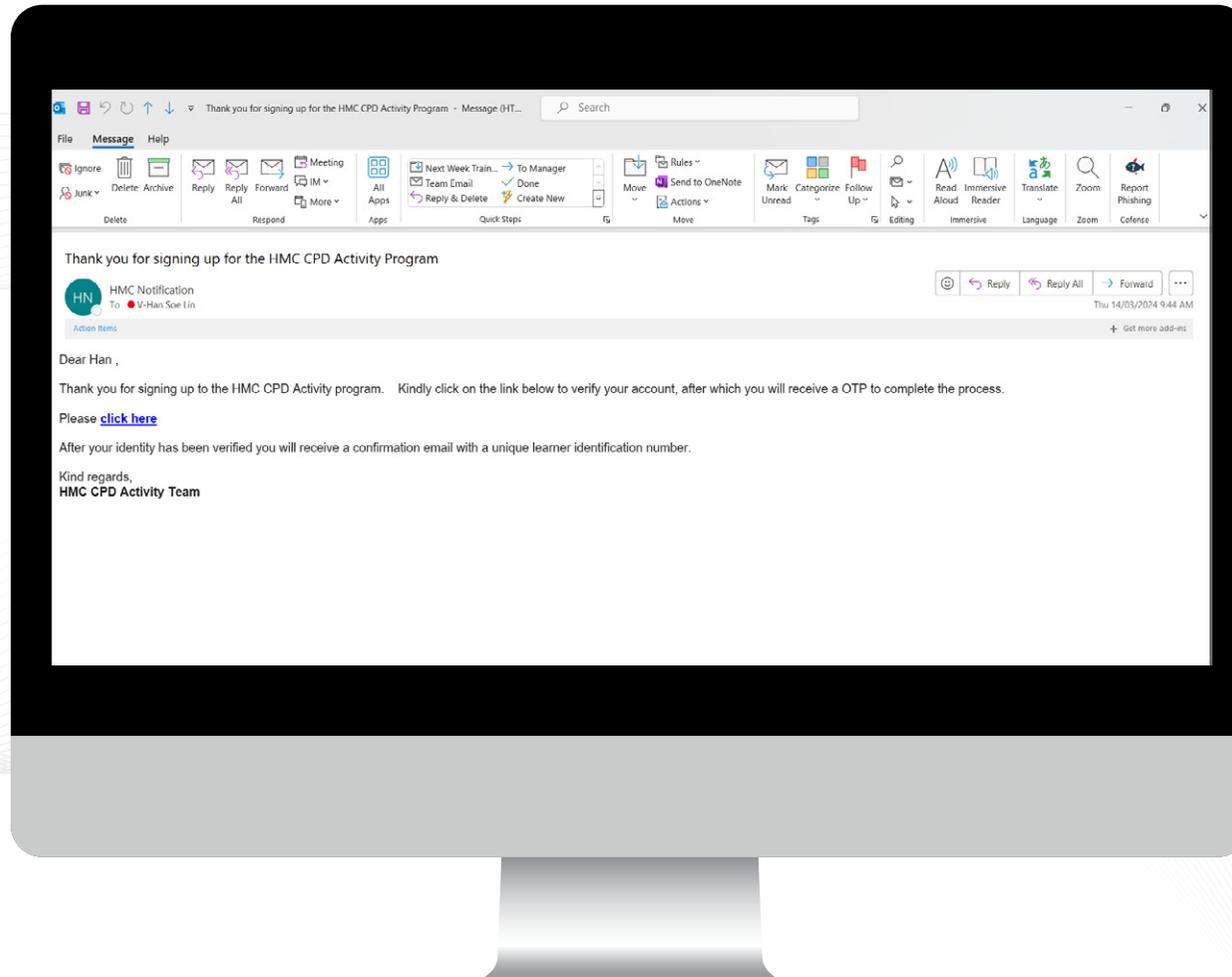
Sign Up / Overseas

Title	First Name	
--Select--	<input type="text"/>	
Middle Name	Last Name	
<input type="text"/>	<input type="text"/>	
Nationality	Country Of Residence	Mobile Number
--Select--	--Select--	<input type="text"/>
Email	Confirm Email	
<input type="text"/>	<input type="text"/>	
Specialty	Organization	
<input type="text"/>	<input type="text"/>	

- Upon completion of registration, you will receive the confirmation as shown and please check your inbox.

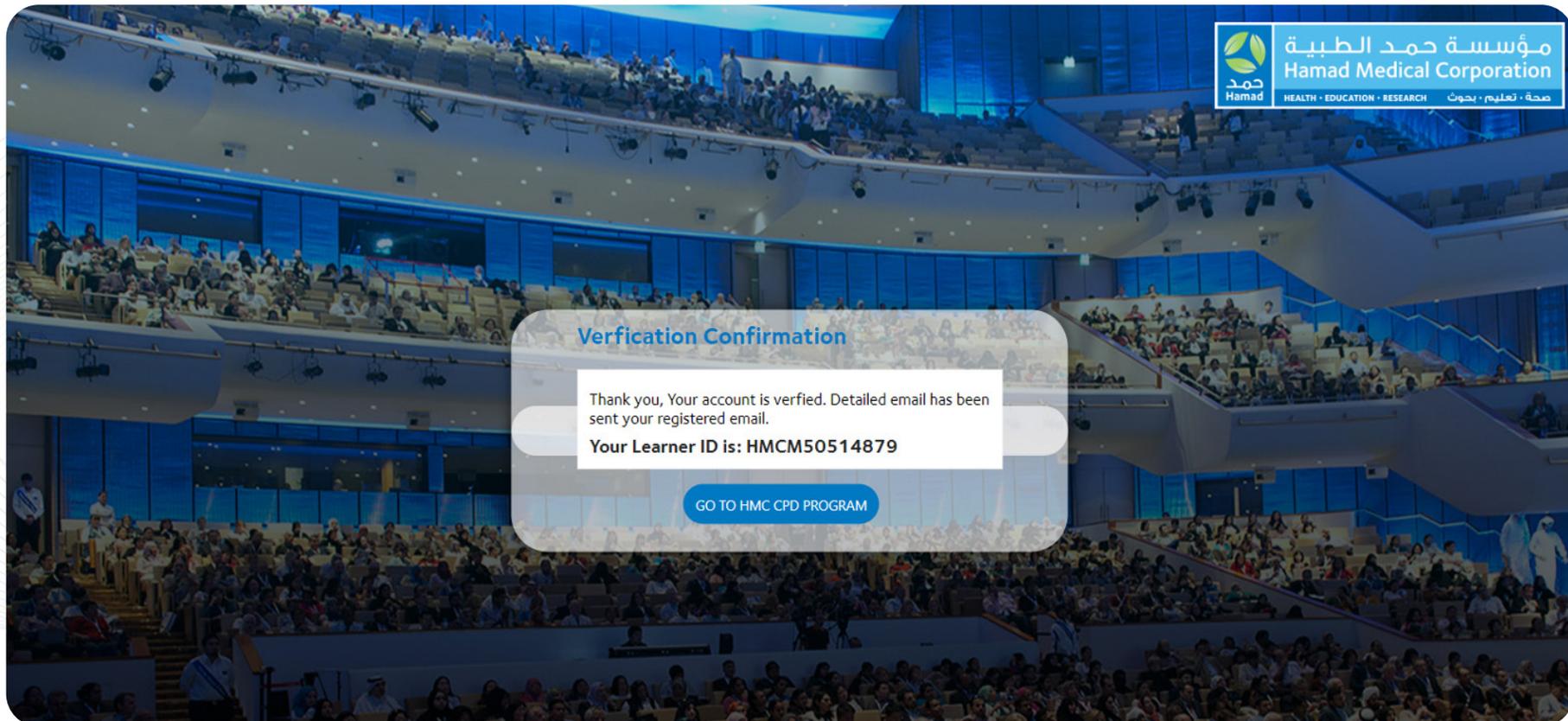


- You will receive the same message from HMC Notification and please follow the instructions written.

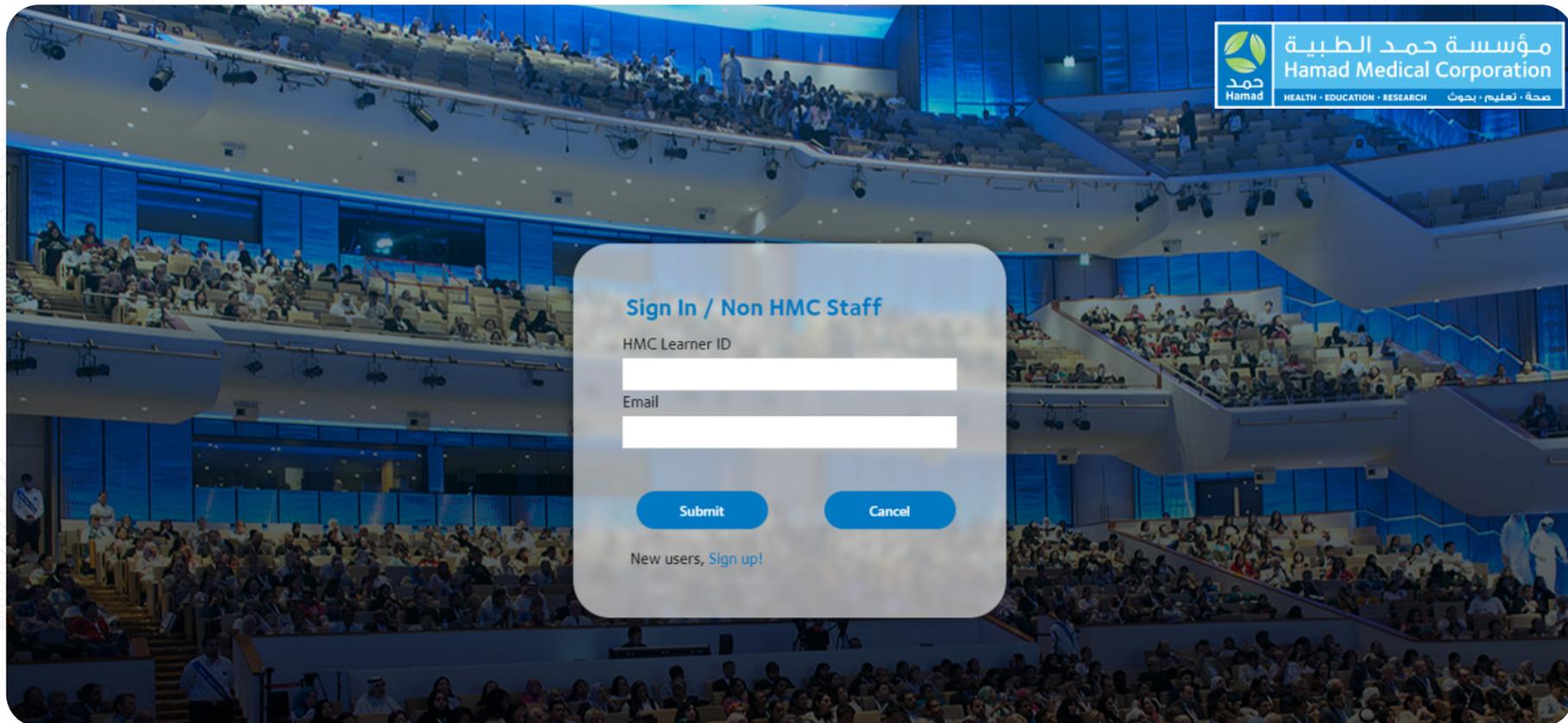


Now your learner account is confirmed. Please click on Go To HMC CPD Program to log in. Learner ID Number is based on the following:

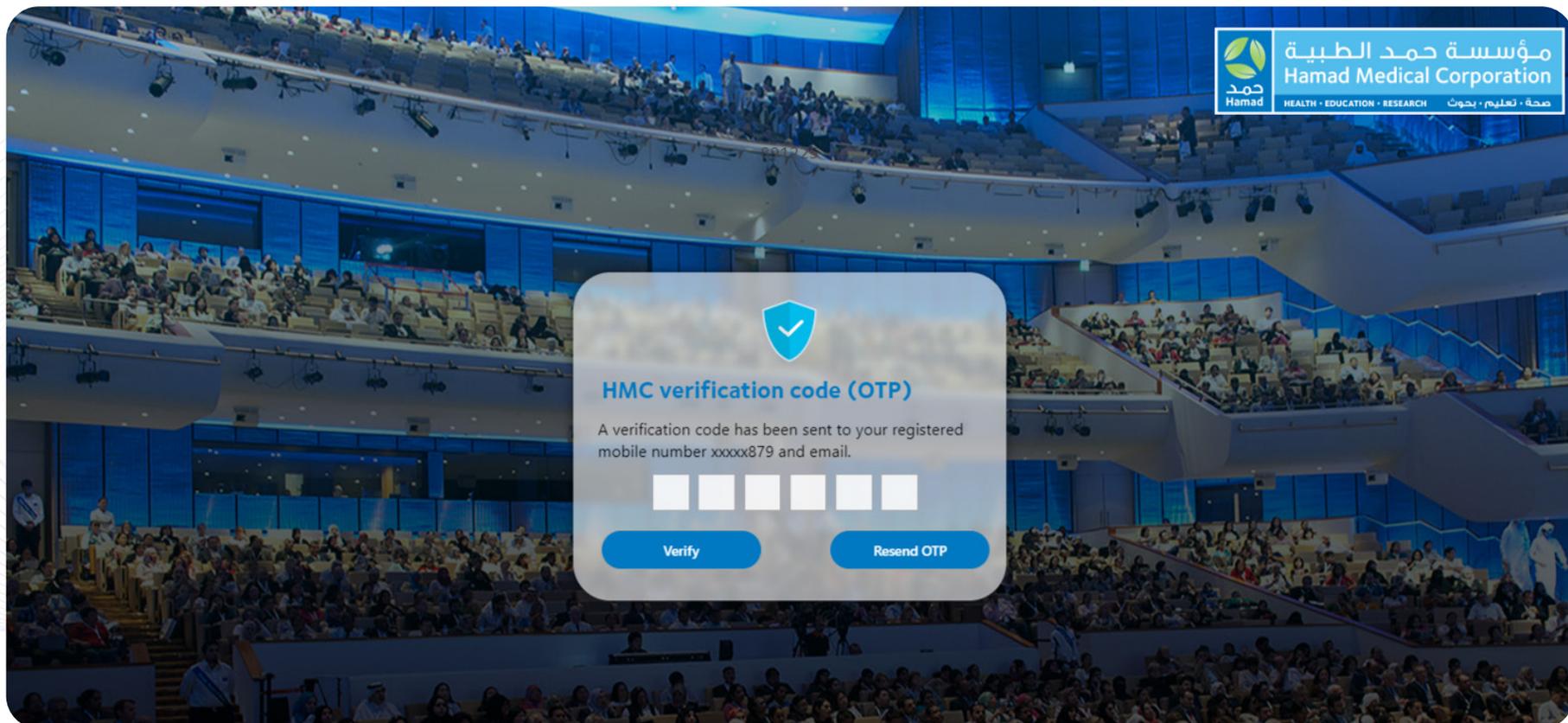
- HMCM – Miscellaneous (Non-Clinical, Non-HMC or Overseas)
- HMCP – Physician
- HMCA – Allied Health and Laboratory
- HMCPH – Pharmacy
- HMCN – Nursing
- HMCD – Dentist
- Followed by your mobile number



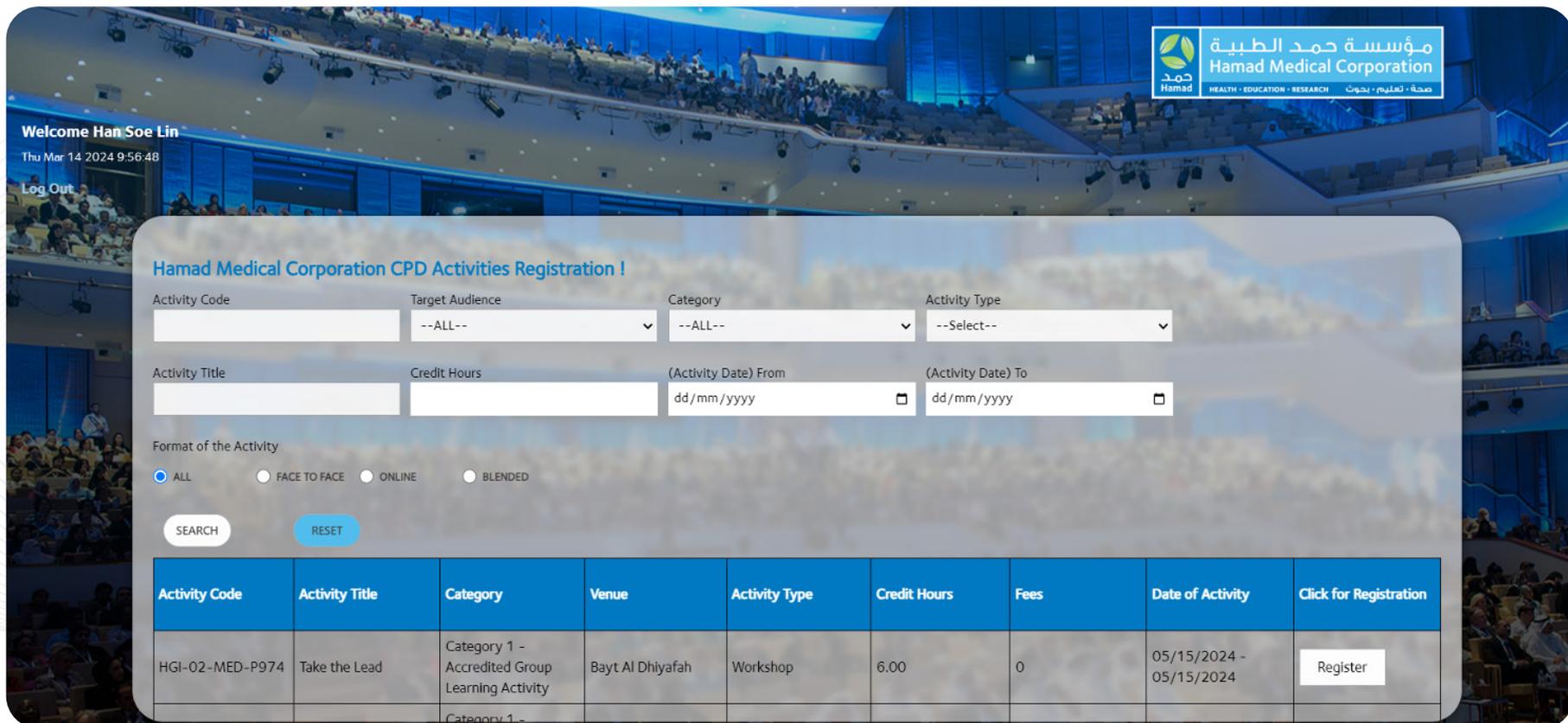
- Please log in into your account by using provided Learner ID and Email.



- Then the system will send OTP to your registered mobile and email.



- After entering your OTP, you will be able to see all available courses to register to attend.



Welcome Han Soe Lin
Thu Mar 14 2024 9:56:48
Log Out

Hamad Medical Corporation CPD Activities Registration !

Activity Code:

Target Audience:

Category:

Activity Type:

Activity Title:

Credit Hours:

(Activity Date) From:

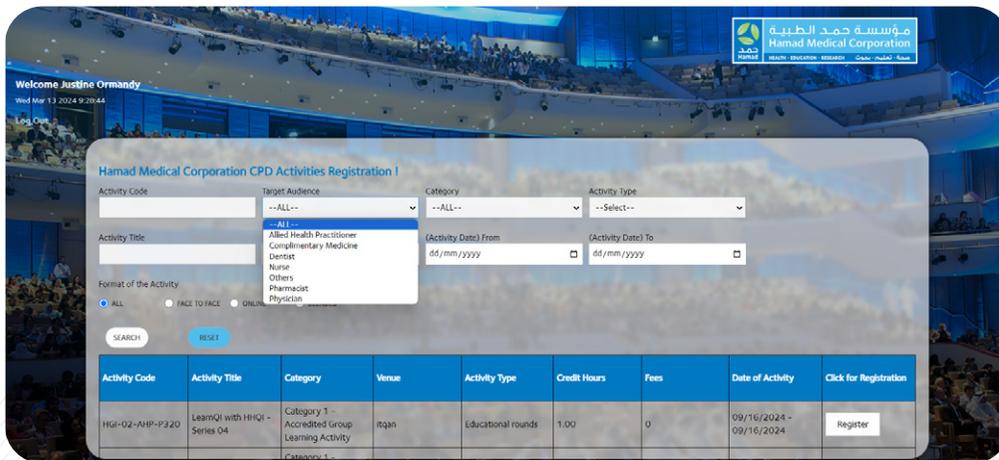
(Activity Date) To:

Format of the Activity

ALL FACE TO FACE ONLINE BLENDED

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
HGI-02-MED-P974	Take the Lead	Category 1 - Accredited Group Learning Activity	Bayt Al Dhiyafah	Workshop	6.00	0	05/15/2024 - 05/15/2024	<input type="button" value="Register"/>
		Category 1 -						

- Select the activity to attend by Activity Code (if you know) or Target Audience/Category/Activity Type/Activity Title/Credit Hours/Activity Date (From – To).



Hamad Medical Corporation CPD Activities Registration I

Activity Code:

Target Audience: **--ALL--** (dropdown menu open)

Category: **--ALL--** (dropdown menu)

Activity Type: **--Select--** (dropdown menu)

Activity Title:

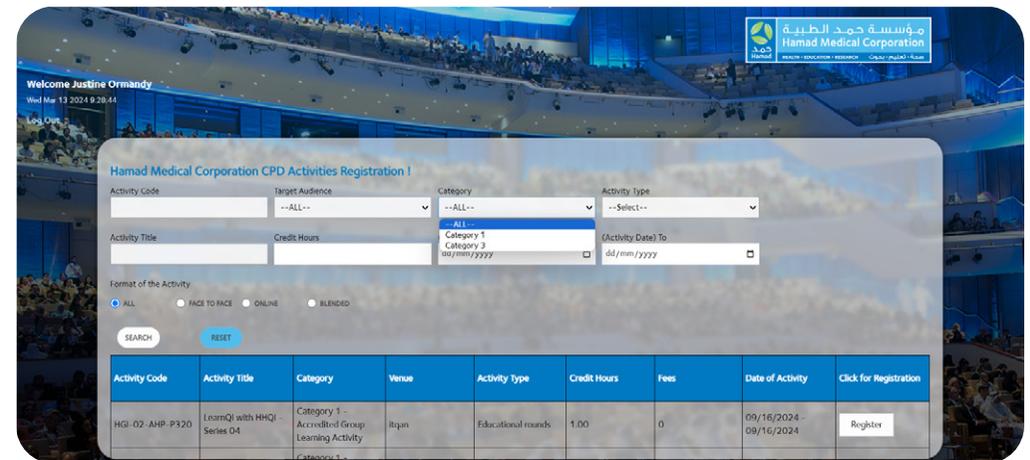
Credit Hours:

(Activity Date) From: (Activity Date) To:

Format of the Activity: ALL FACE TO FACE ONLINE

SEARCH RESET

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
HGI-02-AHP-P320	LearnQI with HHQI - Series 04	Category 1 - Accredited Group Learning Activity	Itqan	Educational rounds	1.00	0	09/16/2024 - 09/16/2024	Register



Hamad Medical Corporation CPD Activities Registration I

Activity Code:

Target Audience: **--ALL--** (dropdown menu)

Category: **--ALL--** (dropdown menu open)

Activity Type: **--Select--** (dropdown menu)

Activity Title:

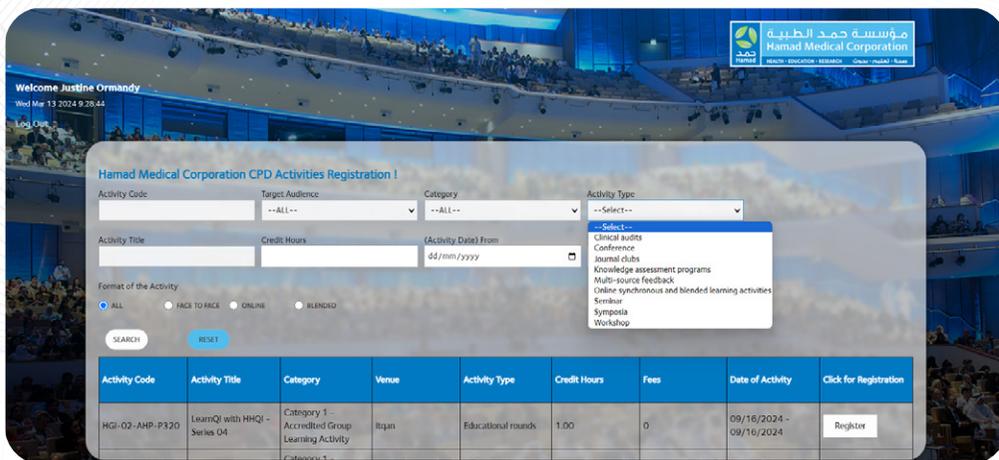
Credit Hours:

(Activity Date) From: (Activity Date) To:

Format of the Activity: ALL FACE TO FACE ONLINE BLENDED

SEARCH RESET

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
HGI-02-AHP-P320	LearnQI with HHQI - Series 04	Category 1 - Accredited Group Learning Activity	Itqan	Educational rounds	1.00	0	09/16/2024 - 09/16/2024	Register



Hamad Medical Corporation CPD Activities Registration I

Activity Code:

Target Audience: **--ALL--** (dropdown menu)

Category: **--ALL--** (dropdown menu)

Activity Type: **--Select--** (dropdown menu open)

Activity Title:

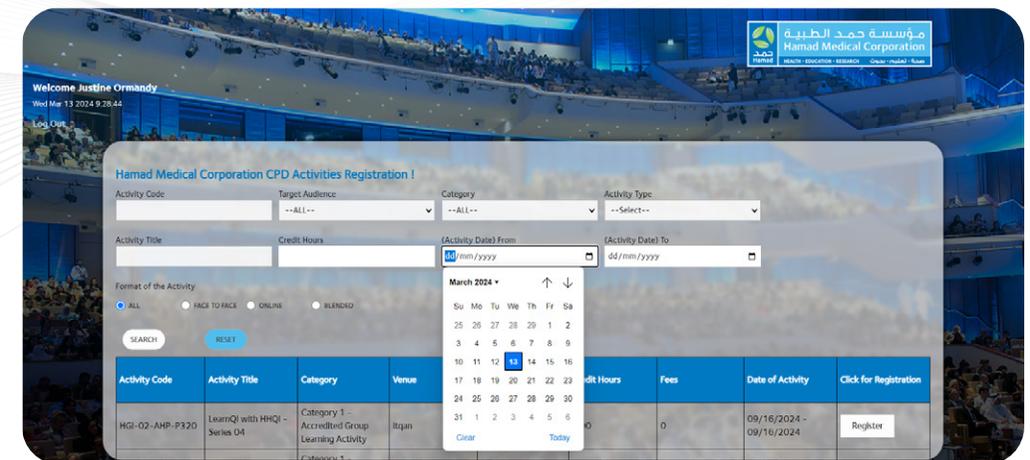
Credit Hours:

(Activity Date) From: (Activity Date) To:

Format of the Activity: ALL FACE TO FACE ONLINE BLENDED

SEARCH RESET

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
HGI-02-AHP-P320	LearnQI with HHQI - Series 04	Category 1 - Accredited Group Learning Activity	Itqan	Educational rounds	1.00	0	09/16/2024 - 09/16/2024	Register



Hamad Medical Corporation CPD Activities Registration I

Activity Code:

Target Audience: **--ALL--** (dropdown menu)

Category: **--ALL--** (dropdown menu)

Activity Type: **--Select--** (dropdown menu)

Activity Title:

Credit Hours:

(Activity Date) From: (Activity Date) To: (calendar open)

Format of the Activity: ALL FACE TO FACE ONLINE BLENDED

SEARCH RESET

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
HGI-02-AHP-P320	LearnQI with HHQI - Series 04	Category 1 - Accredited Group Learning Activity	Itqan	Educational rounds	1.00	0	09/16/2024 - 09/16/2024	Register

- After selecting the course to attend, please click on register and this message will appear.
- Click on Pay & Register to proceed.
- Please check the fees before you pay and register.
- If there is fees to pay you will be redirected to HMC QNB payment page and complete the payment (Credit Card) by following the instructions.

Activity Title:
Take the Lead

Category:
Category 1 - Accredited Group Learning Activity

Activity Type:
Workshop

Credit Hours:
6.00

Date of Activity:
05/15/2024 - 05/15/2024

Venue:
Bayt Al Dhiyafah

Fees:
0

PAY & REGISTER **BACK**

Activity Code	Activity Title	Category	Date of Activity	Click for Registration
HGI-02-MED-P974	Take the Lead	Category 1 - Accredited Group Learning Activity	05/15/2024 - 05/15/2024	Register

- If the session is full and no slot available, this message will appear.

The screenshot displays the registration interface for CPD activities. A white confirmation dialog box is centered on the screen, containing the following text:

Confirmation

We regret to inform you that registration for the selected event is closed, as all available slots have been filled. Thank you for your understanding.

OK

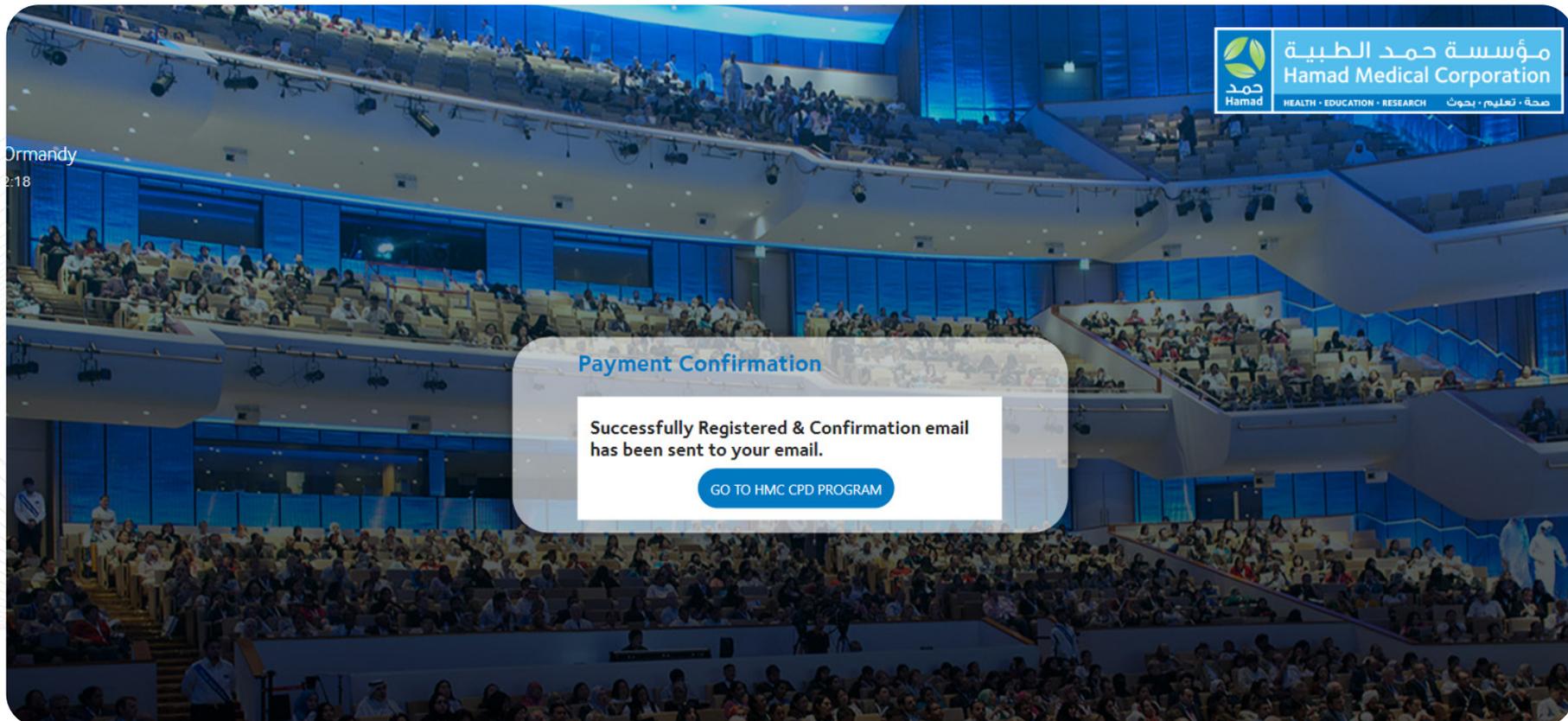
The background shows the registration form with the following fields and options:

- Activity Code: [Text Input]
- Target Audience: --ALL-- (Dropdown)
- Category: --ALL-- (Dropdown)
- Activity Type: --Select-- (Dropdown)
- Activity Title: [Text Input]
- Credit Hours: [Text Input]
- (Activity Date) From: dd/mm/yyyy (Calendar)
- (Activity Date) To: dd/mm/yyyy (Calendar)
- Format of the Activity: ALL, FACE TO FACE, ONLINE, BLENDED
- Buttons: SEARCH, RESET

At the bottom, a table header is visible with the following columns:

Activity Code	Activity Title	Category	Venue	Activity Type	Credit Hours	Fees	Date of Activity	Click for Registration
---------------	----------------	----------	-------	---------------	--------------	------	------------------	------------------------

- If there are available slot, you will be able to register successfully and will receive the confirmation email.



Attending the Activity/Training

- You need to scan Check-In QR Code (Printed or Display) to sign in which is valid for 30 mins (15 mins before and 15 mins after the starting time of the Activity/Training).



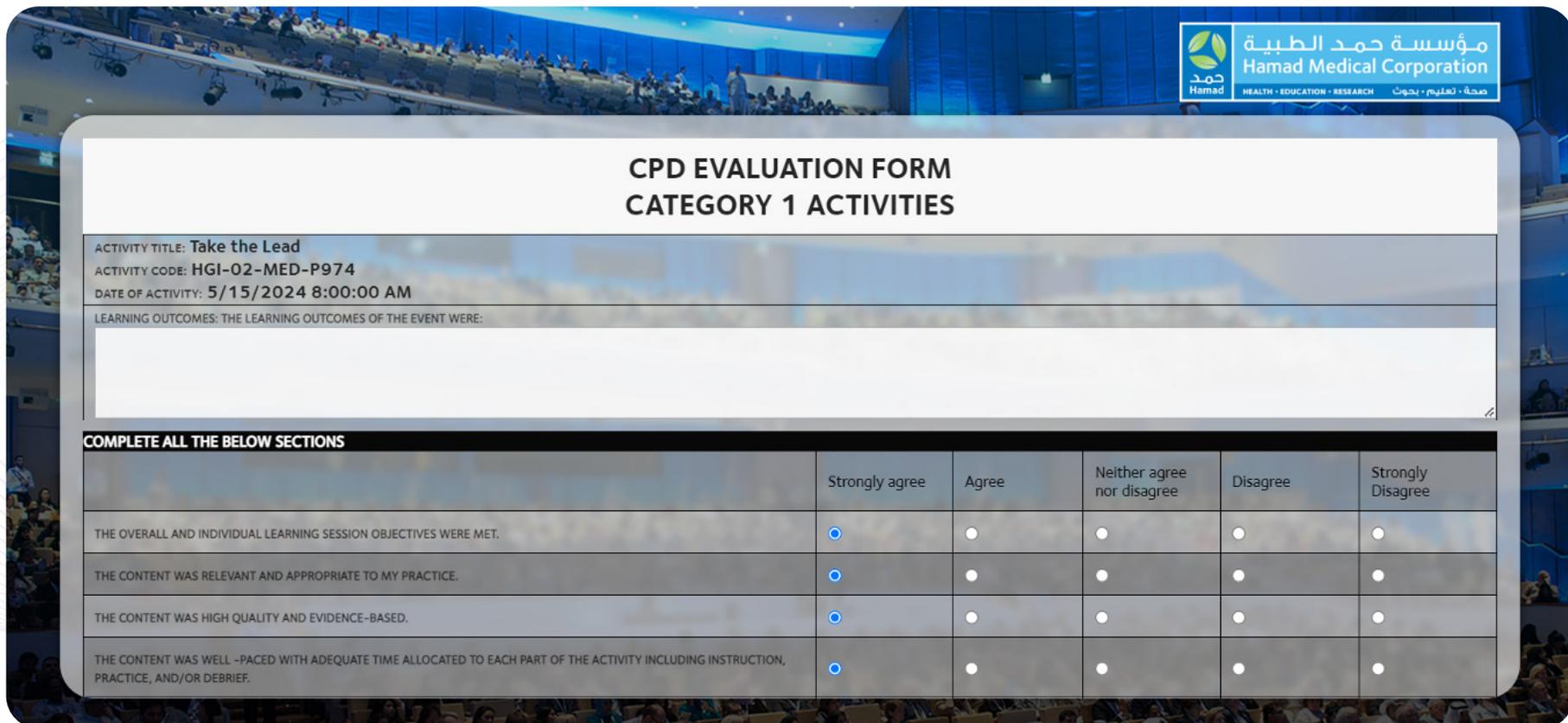
Completing the Activity/Training

- You need to scan Check-Out QR Code again (Printed or Display) to sign out which is valid for 30 mins (15 mins before and 15 mins after the finishing time of the Activity/Training).



CPD Evaluation

- Once you scan the Check-Out QR Code, you will be redirected to CPD Evaluation Page and complete the online survey.



**CPD EVALUATION FORM
CATEGORY 1 ACTIVITIES**

ACTIVITY TITLE: **Take the Lead**
 ACTIVITY CODE: **HGI-02-MED-P974**
 DATE OF ACTIVITY: **5/15/2024 8:00:00 AM**

LEARNING OUTCOMES: THE LEARNING OUTCOMES OF THE EVENT WERE:

COMPLETE ALL THE BELOW SECTIONS

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly Disagree
THE OVERALL AND INDIVIDUAL LEARNING SESSION OBJECTIVES WERE MET.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS RELEVANT AND APPROPRIATE TO MY PRACTICE.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS HIGH QUALITY AND EVIDENCE-BASED.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS WELL -PACED WITH ADEQUATE TIME ALLOCATED TO EACH PART OF THE ACTIVITY INCLUDING INSTRUCTION, PRACTICE, AND/OR DEBRIEF.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

CPD Evaluation

- You must type and fill out all applicable boxes as shown.


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CPD EVALUATION FORM CATEGORY 1 ACTIVITIES

ACTIVITY TITLE: **Take the Lead**
 ACTIVITY CODE: **HGI-02-MED-P974**
 DATE OF ACTIVITY: **5/15/2024 8:00:00 AM**

LEARNING OUTCOMES: THE LEARNING OUTCOMES OF THE EVENT WERE:

COMPLETE ALL THE BELOW SECTIONS

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly Disagree
THE OVERALL AND INDIVIDUAL LEARNING SESSION OBJECTIVES WERE MET.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS RELEVANT AND APPROPRIATE TO MY PRACTICE.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS HIGH QUALITY AND EVIDENCE-BASED.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
THE CONTENT WAS WELL -PACED WITH ADEQUATE TIME ALLOCATED TO EACH PART OF THE ACTIVITY INCLUDING INSTRUCTION.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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CPD Evaluation

- All of these boxes must be fill out and save your respond.

Add Any Comment (s):

WHAT ASPECTS OF THE ACTIVITY YOU FOUND MOST VALUABLE AND BENEFICIAL? Please fill out this field.

WHAT ASPECTS OF THE ACTIVITY COULD BE IMPROVED?

THANK YOU FOR YOUR VALUABLE FEEDBACK

Save

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Course Certificate

- The soft copy of your certificate will be available to download after 15 days of completion of the Activity/Training.

Important Note:

Completion of Check-In, Check-Out and CPD Evaluation Form for each activity/training are must and if you missed any of them, the certificate will not be available.