

IF YOU NEED TO COMPLETE ONLINE EXAMINER TRAINING, PLEASE SEE DETAILS ON HOW TO DO THIS BELOW:

1. Access the following link: <https://learning.nhs.wales/login/index.php> where you will be presented with a login page
2. If you have received these access instructions via your NHS email account, you should have been sent your login details for the Learning NHS system already from within the NHS. If you do not have these details to hand please use the "Forgotten your username and password?" link on that page and follow the instructions to get a password sent to you and then login and jump to step 4. If you have not received these instructions to your NHS account, please jump to Step 3 (Ignoring the PLEASE NOTE below)

PLEASE NOTE: If you find that you cannot log into the system as your account seems to have been blocked then unfortunately that's due to the training provision via ESR. Now as we don't have our course on ESR there is very little we can do, and if your account is blocked that means your Trust would prefer you to undertake NHS training via ESR only and not use Learning@WalesNHS. As an interim solution we have found that if you already have an @doctors.org or @doctors.net.uk email address you can register that as a new account on Learning@WalesNHS instead and access the training that way. If you don't have a Doctors.net.uk account already you can register for one for free here: <https://www.doctors.net.uk/>. In the event that you don't want to create another email account, please contact elarning@wales.nhs.uk to ask for access for your NHS account if it's blocked. Explain why and just promise not to do any other CPD training via the Learning@WalesNHS site or it won't register as complete on your ESR profile.

3. If however you have not received these access instructions via an NHS email address, you have probably never logged into this site before so you will need to register as a new user on the right-hand side of the webpage. (PLEASE NOTE: Only certain email addresses can be used to register accounts for security purposes, these include @cardiff.ac.uk, @doctors.org, etc as well as domains from various Welsh HEIs and Welsh government organisations. Anonymous email domains such as Hotmail, Gmail, Yahoo, etc. cannot be used to register for an account).
4. Once you have registered and/or logged in successfully you may be asked for an enrolment key. This currently is **somer** (all lower case).
5. If you are not asked for an enrolment key after logging in, you will need to type '**CU Clinical Assessment Examiner Training**' in the search bar in the top right-hand corner of the page. It will then give you the option to enter the enrolment key as stated above in Step 4.

PLEASE NOTE: If you do not have access to the module, please email elarning@wales.nhs.uk to request access.

6. Once the key has been entered you will be able to complete the ISCE examiner training.

PLEASE NOTE: You will not automatically receive a certificate of completion after completing the training, the certificate will be sent by Cardiff University Assessment Team in due course. You will also not be required to provide us with a copy of your certificate of completion as we will receive confirmation that you have completed the training directly.