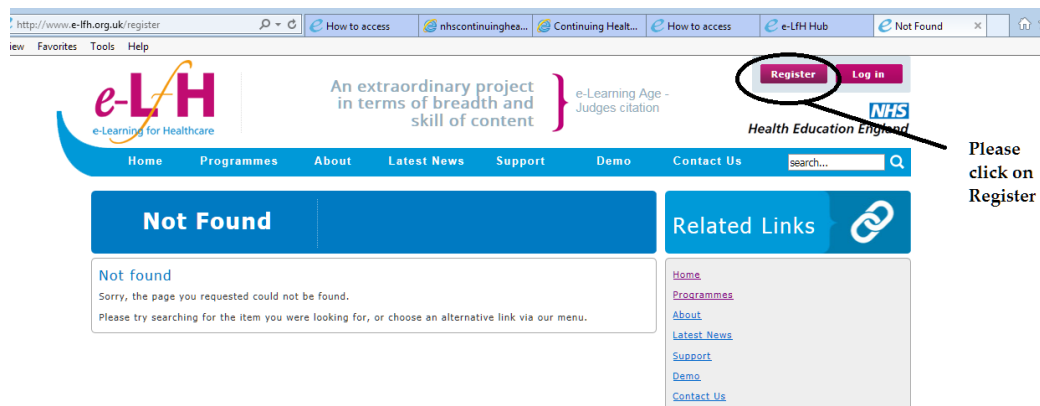


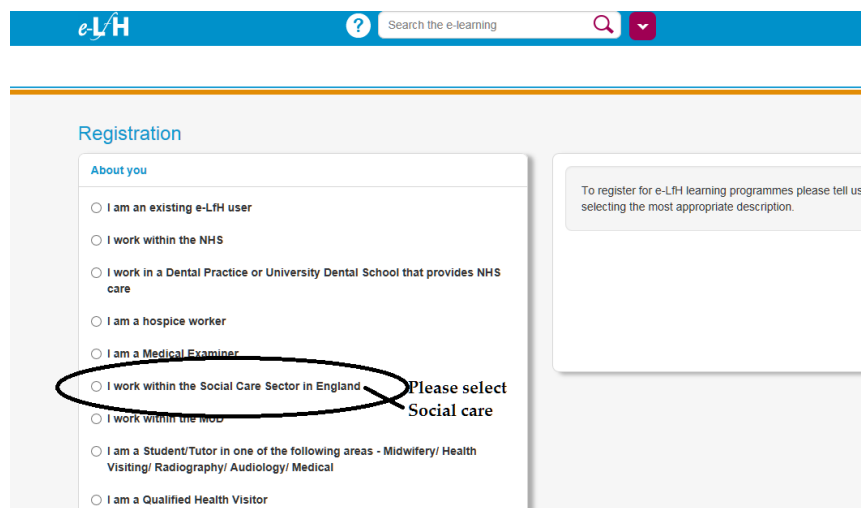
Quick guide to accessing e-learning for CHC continuing healthcare e-learning training

Please click on the link <http://portal.e-lfh.org.uk/Register>

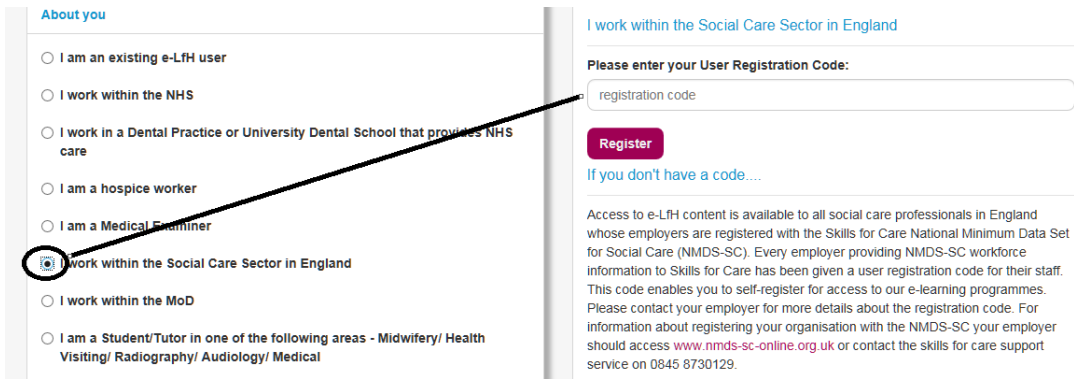
If you were using an old link to the site, you may see an error message –Not Found and if this does happen then you just need to click on register and it will take you to the registration page.



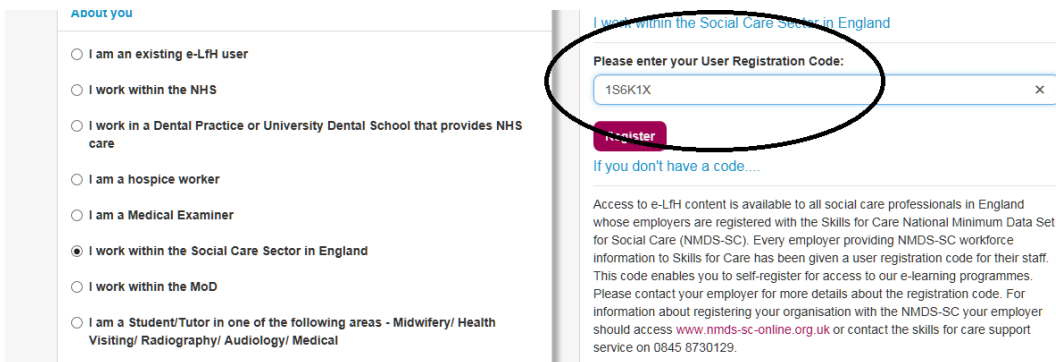
Once you arrive at the registration page please select 'I work within social care sector in England'



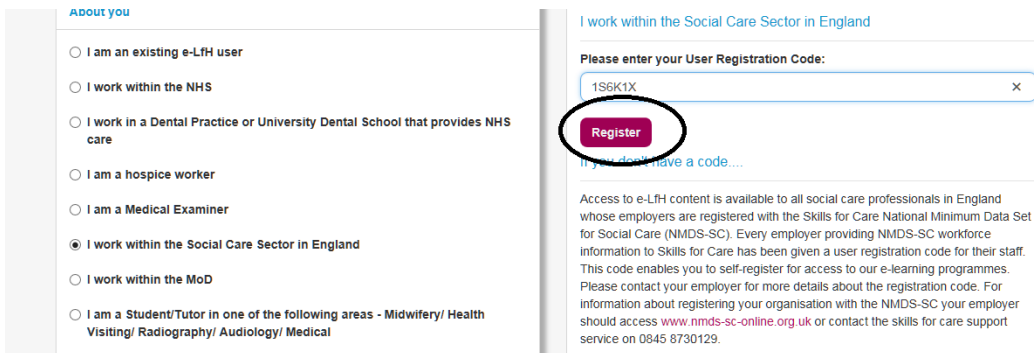
Once you select Social care the radio button will change to black and on the right it will prompt you to enter your registration code



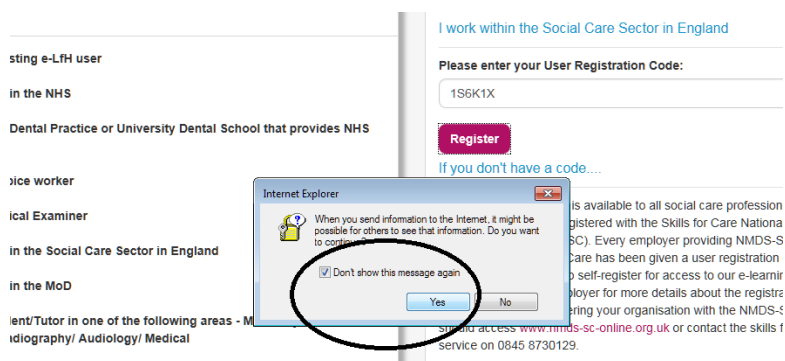
The code required is **1S6K1X**, so please enter the code as shown below



Then click Register



A window may pop up showing this message just click on don't show this message again and yes

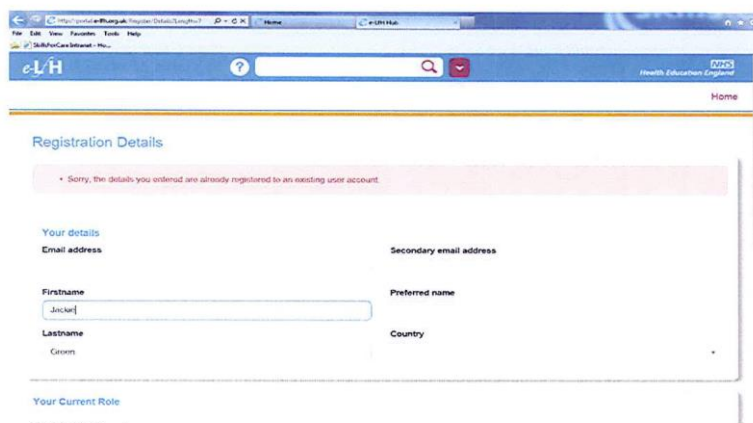


You will then be presented with a registration page

Please enter and confirm your Birmingham.gov.uk email address or if you do not have one, then you may use your own email address. There is no need to supply a secondary email address.

Please ensure that the email address is a valid one and unique to you.

You will get the below error message if you enter an email address which is already registered.



Then enter first name, last name and country,

A registration form with the following fields: "Email address" (containing a redacted email address followed by "@birmingham.gov.uk"), "Confirm email address" (containing a redacted email address followed by "@birmingham.gov.uk"), "First name" (containing a redacted name), "Last name" (containing a redacted name), "Secondary email address" (empty), "Preferred name" (empty), and "Country" (a dropdown menu with "England" selected). Below the "Country" dropdown, there is a red error message: "Please select your Country". At the bottom of the form, there is a section titled "Your Current Role".

Then enter information on your current job role, grade and primary sector- you may not find exact matches for your criteria on sector so just choose other. Enter the place of work as Birmingham City Council and the search will find the information as Birmingham City Council, the Council House, Local Government. The start date is automatically selected you can change this to date you started with the council. Then click register.

**Your Current Role**

**Job Role (Staff Group)**  
Social Worker (Additional Professional, Scientific and Technical)

**Grade**  
Band 5

**Primary Specialty**  
Other

Please choose relevant sections appropriate for your role

---

**Place of Work**

**Start Date**  
05 Jul 2016

**Place Of Work**  
Birmingham City Council, The Council House (Local Government)

Start date is automatic Enter Birmingham City Council and the search will find it

Then click on register

**Grade**  
Band 6

**Primary Specialty**  
Other

---

**Place of Work**

**Start Date**  
05 Jul 2016

**Place Of Work**

Please click on Register

Register

You will be asked to choose the programme so please scroll down and select NHS Continuing Healthcare under the workforce wide and generic section





View Favorites Tools Help

**Workforce-Wide or Generic**

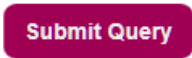
<input type="checkbox"/> Accessible Information Standard (AIS)	<input type="checkbox"/> Ages and Stages Questionnaire (ASQ)	<input type="checkbox"/> Alcohol - Reduc Community (RV)
<input type="checkbox"/> Alcohol Identification and Brief Advice (ALC)	<input type="checkbox"/> Asthma (AST)	<input type="checkbox"/> Blood Transfus
<input type="checkbox"/> Child Sexual Exploitation (CSE)	<input type="checkbox"/> Clinical Risk Management Training (CSF)	<input type="checkbox"/> Compassion in I
<input type="checkbox"/> Complaints Handling (CPL)	<input type="checkbox"/> Death Certification (DCT)	<input type="checkbox"/> Delivering Harm
<input type="checkbox"/> Deprivation of Liberty Safeguards (DoLS)	<input type="checkbox"/> Disability Matters	<input type="checkbox"/> Equality & Diver
<input type="checkbox"/> Essentials in Care (EIC)	<input type="checkbox"/> Female Genital Mutilation (FGM)	<input type="checkbox"/> Fire Safety (FSF)
<input type="checkbox"/> Future Focused Finance (FFF)	<input type="checkbox"/> Health & Safety (HSF)	<input type="checkbox"/> Health Equalitie
<input type="checkbox"/> Health Informatics (Inform-ed)	<input type="checkbox"/> Hospital at Night (HaN)	<input type="checkbox"/> Identifying and : Modern Slavery
<input type="checkbox"/> Improving Mouth Care (MTH)	<input type="checkbox"/> Induction for International Doctors (INT)	<input type="checkbox"/> Infection Contro
<input type="checkbox"/> Information Security (INS)	<input type="checkbox"/> iRefer	<input type="checkbox"/> Leadership for ( Leadership (CL
<input type="checkbox"/> Leadership for Clinicians: Medical Leadership (MLE)	<input type="checkbox"/> Leadership Foundations (LDF)	<input type="checkbox"/> Management an
<input type="checkbox"/> Medical Examiner (MEX)	<input type="checkbox"/> Manual Handling (MHD)	<input type="checkbox"/> Medical Equipm
<input type="checkbox"/> MindEd	<input type="checkbox"/> Medical Exposures (e-IRMER)	<input type="checkbox"/> Mental Capacity
	<input type="checkbox"/> NHS Continuing Healthcare (CHC)	<input type="checkbox"/> NHS Healthcare

Then Scroll down and click submit query

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-  **WM - GP Curriculum Guide (GPCG)**
-  **WM - Making Every Contact Count (MECC)**
-  **WM - Primary Care Nursing: Sepsis (sIS)**
-  **WM - West Midlands Modules 2016 (WMM)**

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
---

You will get a confirmation of registration then click continue (an email will be sent to you and you will need this to complete registration).



### Registration


**Complete**

Thank you for registering with e-LfH. You will shortly receive an email notifying you of your username and temporary password. To log on and access your new account, please select the 'Continue' button.




You will then be redirected to login page again and will be expected to enter the email login information contained in the email.

Search the e-learning




Contributing to the revolution in healthcare training in the UK



Username

Password case sensitive

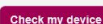
Remember me?



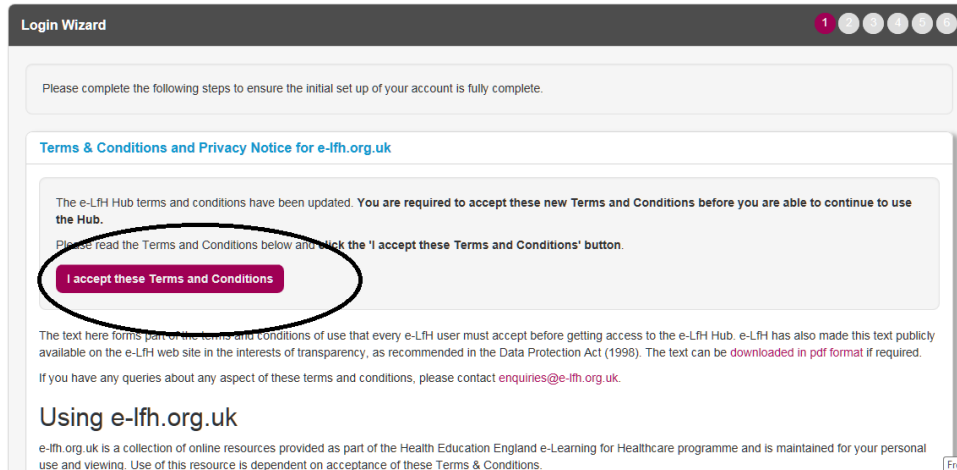
[Forgotten username or password?](#)

### System Requirements

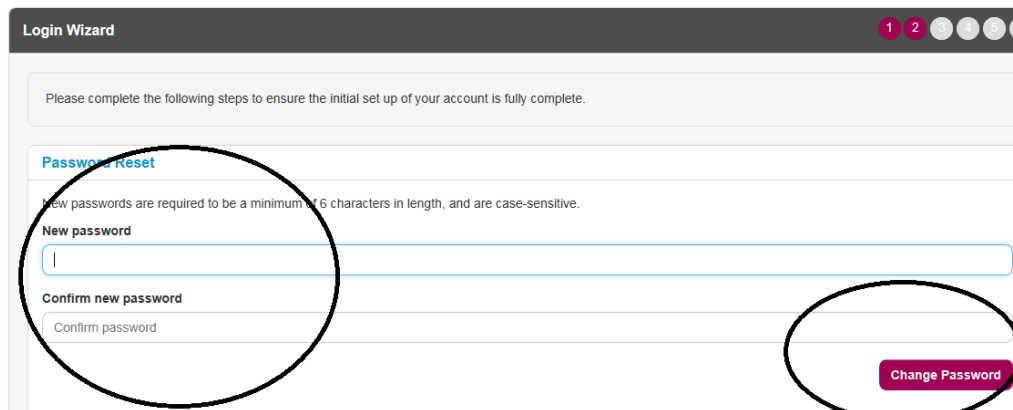
To ensure your device is correctly set up to display and record your e-Learning activity, please check your device using our checking tool.



Once you have entered the login details supplied by the confirmation email then click login and on the next screen click I accept these terms and conditions



You will then be prompted to change your password



For the next screen you will need to complete some security questions

Please complete the following steps to ensure the initial set up of your account is fully complete.

### Security Questions

These security questions can be used to help you to log in if you forget your password.  
Please be reassured that anything you enter on this page is encrypted and will not be visible to anyone, including e-LFH administrators.  
e-LFH will only use this information to help you to log in to the e-LFH Learning Portal.

**1** Please select your first question  
Please select a question...  
Please provide your answer

**2** Please select your second question  
Please select a question...  
Please provide your answer

Save Security Questions

If your details are correct then confirm existing details on 2 screens

Please complete the following steps to ensure the initial set up of your account is fully complete.

### Place of Work

Start Date	Place Of Work
05 Jul 2016	Search for a Location
5 Jul 2016	Birmingham City Council, The Council House, B1 1BB (Local Government)

Existing Details Correct

Then click complete registration

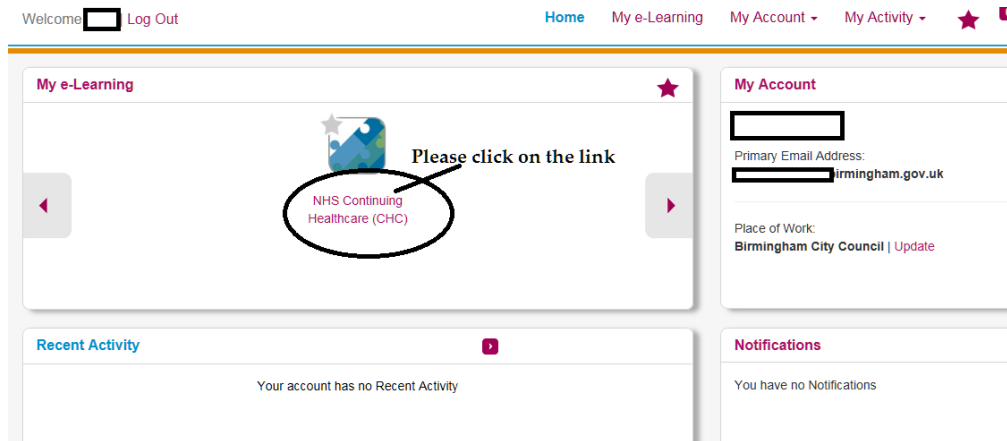
Technical Check

To ensure your device is correctly set up to display and record your e-learning activity, please check your device using our technical checker.

Check my device

Complete Registration

You will then arrive at your welcome page and then click on the NHS Continuing healthcare link



And then select CHC 01- NHS Continuing Healthcare as shown below



You will finally be able to access the individual modules and you must complete modules 3, 4 and 5. Each module has a certificate which you can access once you have completed the module. Please note you will be required to print certificates off for evidence of completion.

