UHN UG ELECTIVE REGISTRATION FAQs

This document is intended to help answer commonly asked questions about registration for undergraduate electives at the University Health Network. Please keep in mind that Medical Education staff are always happy to assist you in person or by phone. Please see contact information at the end of this document.

UMLEARNS

Q. How long will it take to have my placement approved on UMLearns.uhn.ca?
A. It may take up to 48 hours to have your placement on UMLearns.uhn.ca approved during busy intake times. Upon approval of your placement, you will receive an email informing you to present in person to complete your registration. If your placement has not been approved by a week prior to your elective, please email medicaleducation@uhn.ca or come into a UHN Medical Education office to complete your registration.

ELECTRONIC PATIENT REGISTRY

Q. How can I complete my EPR training?
A. The **EPR with Medication Order Entry** course is completed online.
Once you have passed the knowledge test, you will be prompted to complete **Course Completion Declaration Form** and **ID Verification Form**. Accurate completion of these forms is required for you to receive timely EPR access. Ensure you have submitted your UMLearns.uhn.ca placement prior to starting training modules.

Q. How can I obtain my EPR log-in information?
A. If you have completed EPR training or used EPR within the last 2 years, your EPR log-in information will become available once your placement is approved on UMLearns.uhn.ca. You can find it under the **Network Log-In tab** in your UMLearns.uhn.ca profile information.

Q. My UMLearns.uhn.ca registration was approved prior to me completing the EPR training. How can I get my EPR log-in?
A. Email: MedicalEducation@uhn.ca with subject line *EPR Test Completed*. Access will be granted ASAP.

Q. How can I access Coral Web Viewer?
A. Use your EPR ID to sign in and the initial password is 'password'. You will then be asked to change your password in Coral Viewer. For any technical difficulties please call help desk at 416-340-4357.

tID (UHN NETWORK ACCESS)

Q. How can I obtain my tID?
A. Your tID will become available to you once your placement is approved on UMLearns.unn.ca. You can find it under Network Log-In tab in your UMLearns.uhn.ca profile information.

Q. What can I do with my tID?
   A. Your tID allows:
   1. access to any UHN network computer
   2. access to UHN corporate WiFi
   3. remote access to UHN Intranet
   4. remote access to UHN Virtual Library

MASK FIT

Q. I need to get Mask Fit Testing done. What should I do?
   A. Visit occupational health at TGH 2EW Rm 269 (14-5035) or TGH 9MP Rm 303 (13-2539). Update your Mask Fit information on UMLearns.

PARKING

Q. Is there a discounted parking at UHN?
   A. Parking Value Cards are available for undergraduate learners on elective at Toronto General Hospital. Inquire at the Medical Education Office. Deposit is required.

LOCKERS

Q. Can I get a locker at UHN?
   A. Lockers are available at TGH and TWH. Inquire at the Medical Education Office.

MEDICAL EDUCATION

Q. How can I get in touch with the Medical Education office?
   A. *Medical Education at TGH:*
   Phone: 416-340-4846
   Address: Toronto General Hospital
   200 Elizabeth Street, Eaton Wing, G-001 Toronto, ON, M5G 2C4
   Email: MedicalEducation@uhn.ca

   Medical Education at TWH:
   Phone: 416-603-5924
   Address: Toronto Western Hospital, The MedWest Building 750 Dundas Street West, 3rd floor, Room 305 Toronto, ON, M5T 2S8
   Email: MedicalEducation@uhn.ca

Q. What are Medical Education office hours?
   A. Our business hours are 0800-1600.