

Relias Learning Management System

URL: <https://SJH.training.reliaslearning.com>

Access through Google Chrome or through the INSIDE page on any computer on campus

*If you are using the mobile app, you will only have to enter SJH's Organization ID initially. The Organization ID is 13854

As new employees, you are required to complete your new hire education through the Relias Learning Management System. Below you will find a quick guide on how to get started with Relias.

New Hire Requirements

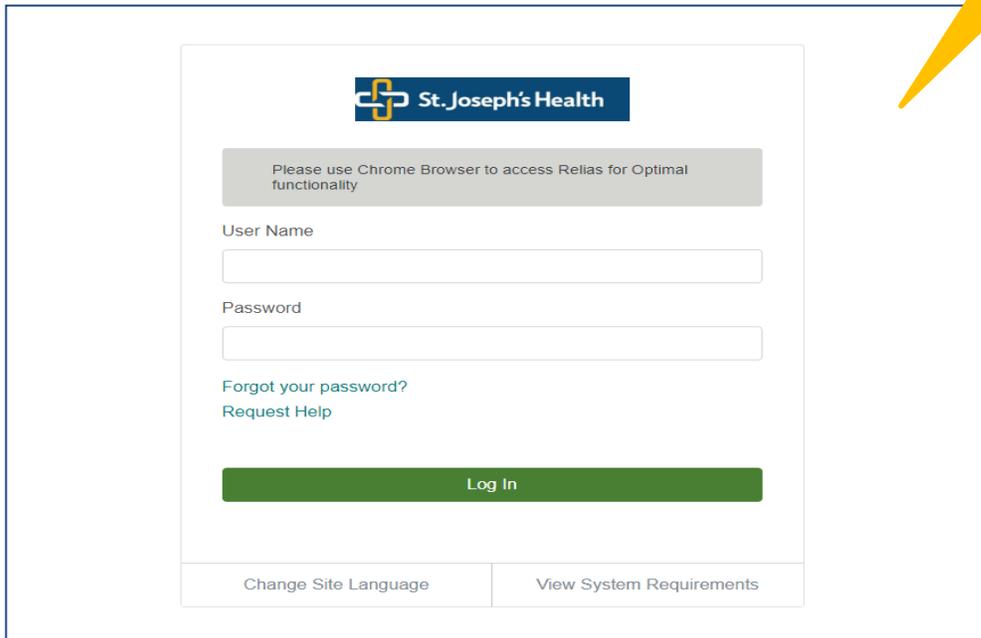
1. Mandatory New Hire Education to be completed **30 days** after hire date
2. High Reliability Organization to be completed **90 days** after hire date
 - a. Search "High Reliability Organization" under Assignments
 - b. Select date and time that best fit your schedule

Issued by:

Human Resources

Organizational Development Department

Relias
Learning
Portal Initial
Page



The screenshot shows the Relias Learning Portal Initial Page. At the top left is the St. Joseph's Health logo. Below it is a grey box with the text: "Please use Chrome Browser to access Relias for Optimal functionality". The main form area contains a "User Name" label and an input field, a "Password" label and an input field, and two links: "Forgot your password?" and "Request Help". A green "Log In" button is positioned below the password field. At the bottom of the page, there are two links: "Change Site Language" and "View System Requirements".

Initial Login Information

Username

SJ+6 Digit EEID (SJXXXXXX)

Password

Your Birthday (MMDDYYYY)

If you require special accommodations to complete this module, please click here for more information (<https://connect.relias.com/s/article/Special-Accommodations-508>) or contact IT at (973) 754-4494

RELIAS St. Joseph's Health Expected Downtime Emmelie

OVERVIEW

- Dashboard
- Assignments
- Licenses & Certifications

HELP

- Connect
- Resources

Emmelie 36,760

Level 21
Only 3 more courses until next level

Upcoming Assignments

| | | |
|--|-----------------|-----------------|
| Hand Hygiene 0.15 hours | Due in 148 Days | 300 Bonus Coins |
| Incident Command System For Healthcare (ICS-100) 0.25 hours | Due in 148 Days | 300 Bonus Coins |
| Infection Control and Prevention 1 hour | Due in 148 Days | 300 Bonus Coins |
| MRI 0.1 hours | Due in 148 Days | 300 Bonus Coins |
| NJDLWD Notices 0.1 hours | Due in 148 Days | 300 Bonus Coins |

See full list in Assignments

DASHBOARD

Here is the main page. You can see your Upcoming Assignments, Licenses & Certifications and other resources. You earn coins as you complete assignments. You can redeem your coins from completed assignments to design your crest.

St. Joseph's Health Expected Downtime Emmelie

Learning Summary

- Compliance Rate: 100%
- Average Grade: 96%
- Total Courses Taken: 89
 - Assigned: 43
 - Electives: 46

Print Transcript

Learning | **Transcript**

Current Training | **Pro-on-the-Go**

+ Browse Elective Courses | Browse Publications

Assigned Training

| | | |
|--|----------------|-----------------|
| Hand Hygiene 0.15 hours | Due 12/31/2021 | 300 Bonus Coins |
| Incident Command System For Healthcare (ICS-100) 0.25 hours | Due 12/31/2021 | 300 Bonus Coins |
| Infection Control and Prevention 1 hour | Due 12/31/2021 | 300 Bonus Coins |

ASSIGNMENTS

This is the main screen you will use to access training within the platform. This page is divided into two main tabs: Learning and Transcript.

Learning: The learning tab contains your Current Training, these are the assigned and elective courses that have not been completed yet. You may also browse this tab to search and enroll in a course of your interest or take a quick refresher course.

Transcript: All of your completed modules will be held here along with any external training that may have been added. You may print your transcript from here and see which completions apply for CEU Credit.

St. Joseph's Health

My Licenses & Certifications

+ Add My License or Certification

No Licenses to Display

State & License or Certification

Professional Role *

State/Province *

License/Certification *

License or Certification Details

Total Hours Required

Total Online Hours Accepted

Renewal Period *

12 months

Reminder

None

Professional Number (License/Certification/Membership)

Next Renewal Date

Cancel Save

Do Not Sell My Personal Information | Privacy Policy
© 2021 Relias LLC, all rights reserved. "Relias" is a trademark of Relias LLC.

LICENSES & CERTIFICATIONS

Add your professional license or certification into your Relias account. Click the “+Add My License or Certification” button and fill out the required fields.

If you do not have a professional license or certification, please select “General Staff/ Other” in the professional role dropdown.

RELIAS

St. Joseph's Health

OVERVIEW

- Dashboard
- Assignments
- Licenses & Certifications

HELP

- Connect
- Resources

Support and Tutorials

- How to Use Relias
- Learner Quick Guide
- Licenses & Certifications Guide
- Creating a Master Account
- Relias LMS System Requirements
- Request Help

Policies & Procedures Binders

HELP

Connect:

Access the “HOW-TO-MANUAL, support and discussion forums.

Resources:

Allows you to access support and tutorials on how to use Relias.

WELCOME TO RELIAS CONNECT

Get support, new release updates, and training for Relias products.

[Home](#) [INDUSTRY WEBINARS](#) [EVENTS](#) [COURSE & PRODUCT UPDATES](#) [MY SUPPORT CASES](#)



We're looking to upgrade Relias Connect and want to hear from you! [Click Here](#) to take a brief survey letting us know what you want to see! [x](#)

RELIAS PRODUCTS



LEARNING

RELIAS LEARNING



ASSESSMENTS

RELIAS ASSESSMENTS

Troubleshooting

- If pop up screens do not open, please allow popups from this site
- Questions about the course assignments should be directed to your supervisor or manager
- For any other question, please contact **IT Helpdesk x 4494**