

Summary: The two eLearning Modules required as part of your 2024-25 HRH reappointment application must be accessed and completed on Adobe Prime. Before you can access the modules, you will need to create an Adobe ID account. The below steps will guide you through this process.

1. You will receive an email from Adobe Learning Manager (admin@adobelearningmanager.com) that includes instructions on how to set up your Adobe ID account and information regarding module completion deadlines. This email will be sent to all emails listed on your CMaRS profile. **See example below.**

Hello Aerken Alikamaer,

You have been enrolled into Humber River Health's new eLearning platform.

Follow the steps below to verify and access your account.

Step 1) If you already have an Adobe ID, [click here](#) to authenticate and log in to your Account. If you do not have an Adobe ID, [click here](#) to create one and get started.

Step 2) For subsequent logins, bookmark your account URL mentioned below.

Please refer to the emails from Medical Affairs (medicalaffairs@hrh.ca) for more details.

Note: Please do not forward as the links in this email are unique and contain your login information.

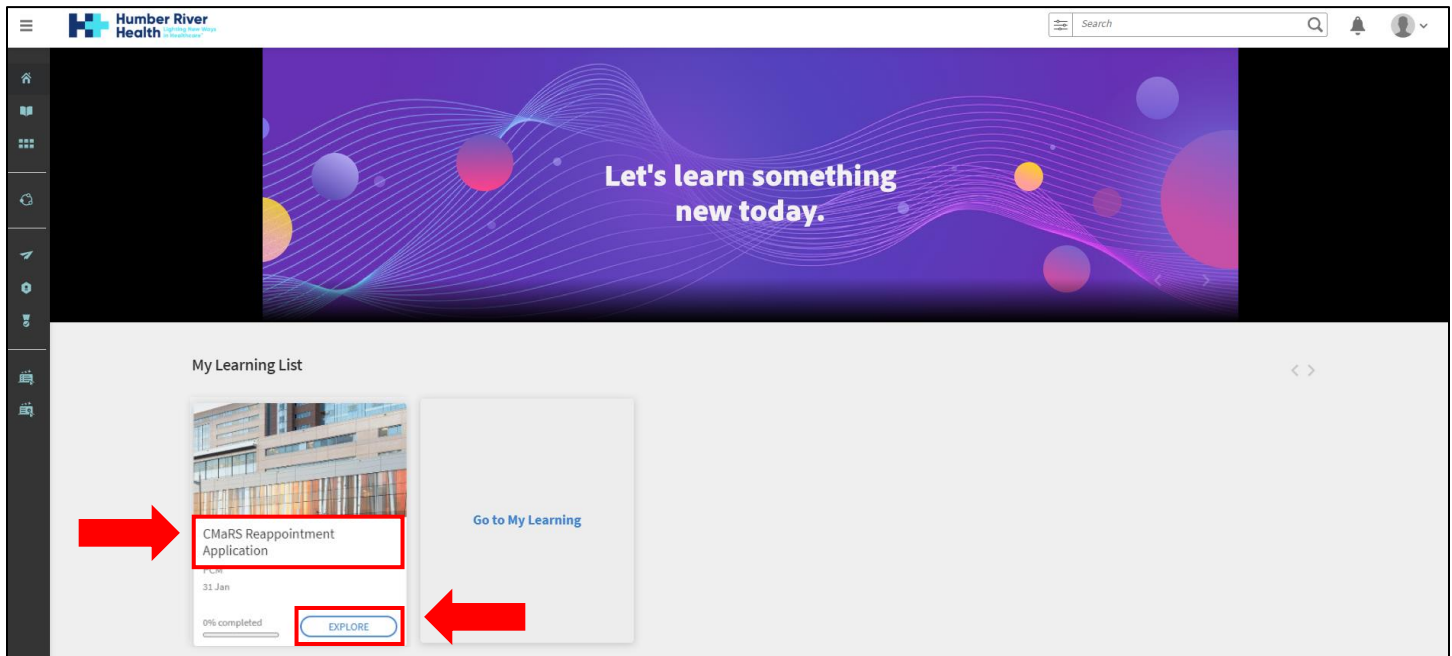
Account URL: <https://learningmanager.adobe.com/HRH>

Thanks,

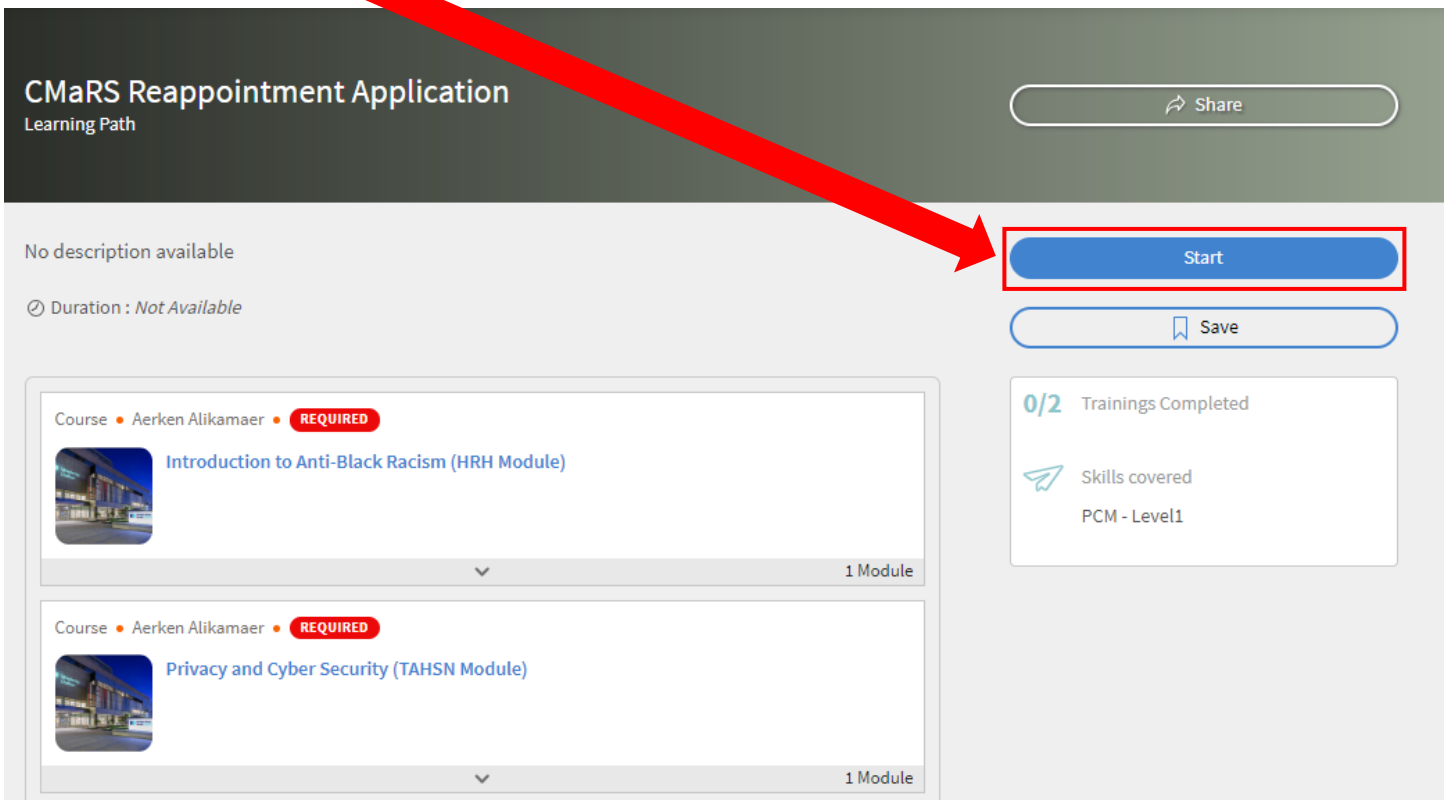
The Digital Learning Team (DLT)

Humber River Health
1235 Wilson Avenue
Toronto, ON, M3M 0B2

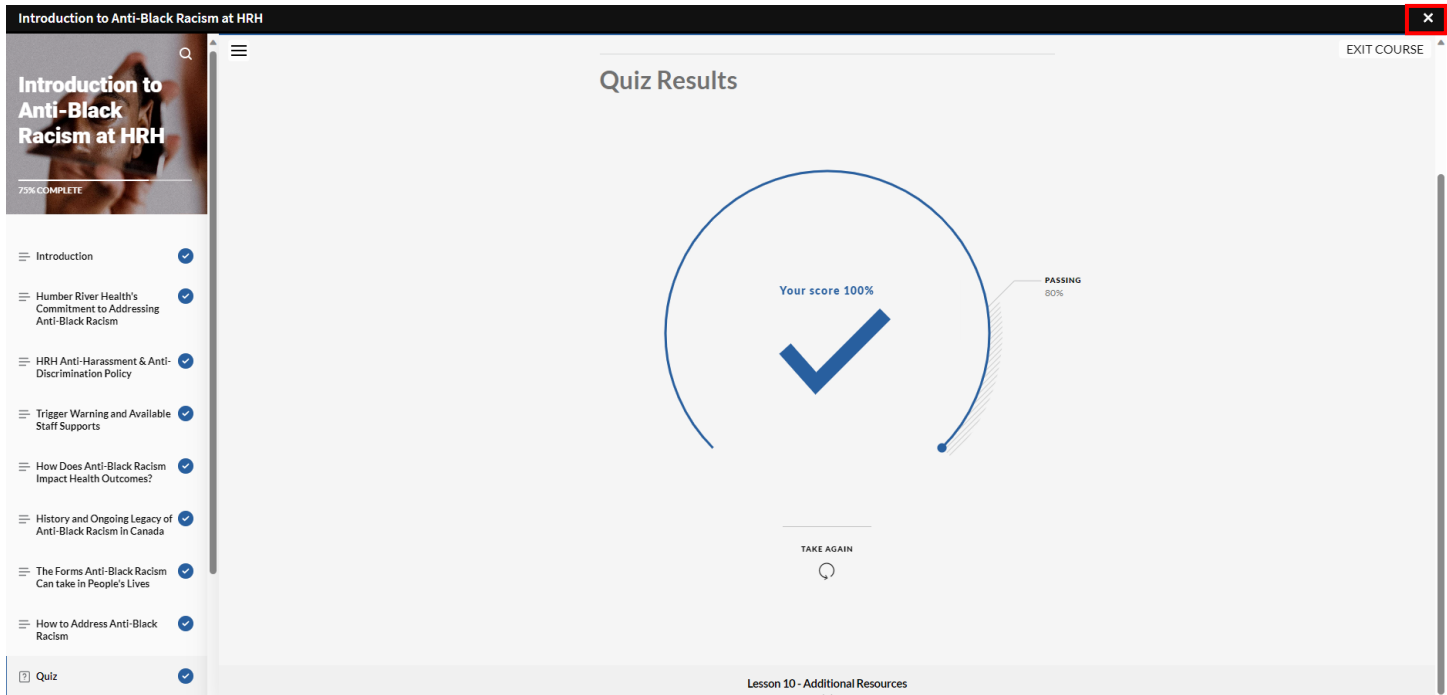
- After setting up your account, you will be redirected to your Adobe Prime Welcome Page. Under **My Learning List**, you will already be enrolled in the **CMaRS Reappointment Application** Learning Path. Click **EXPLORE** or the title of the Learning Path to see your required eLearnings.



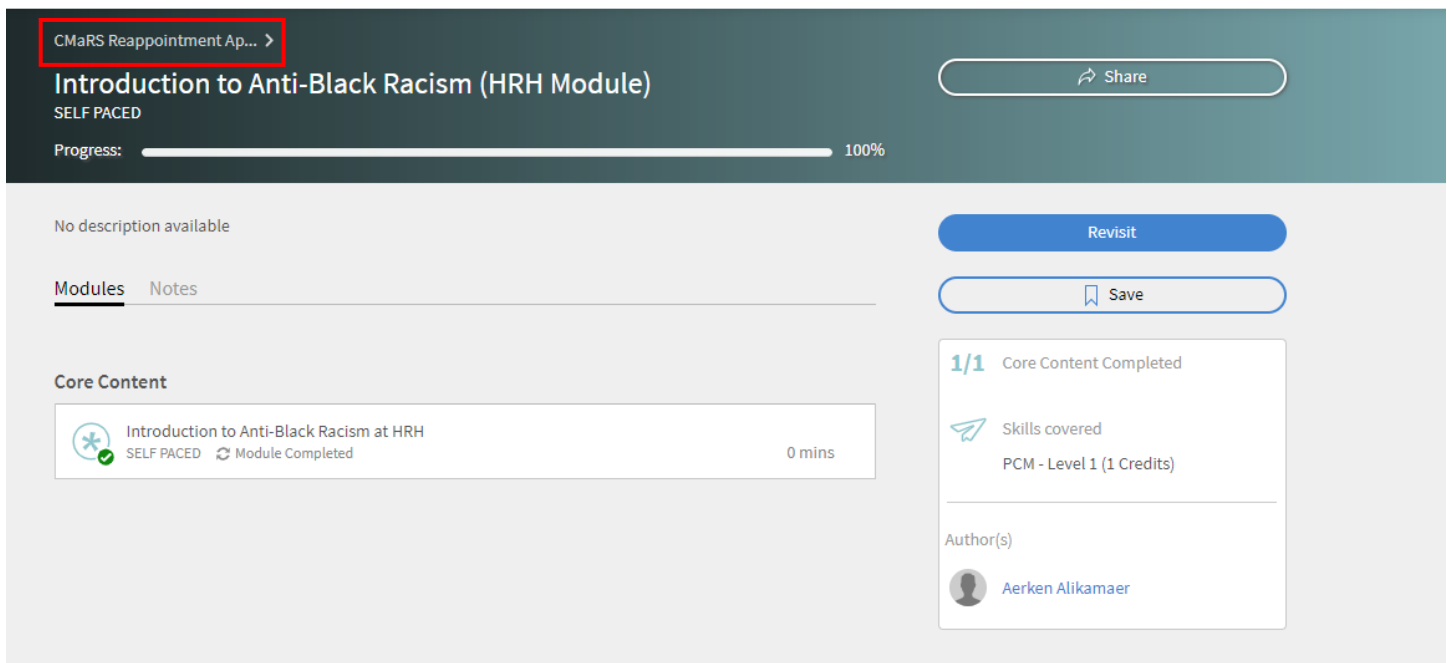
- Click **Start** to begin completing your first eLearning module (ie. Introduction to Anti-Black Racism).



- Once complete, click the **X** in the top right corner of your screen to exit the module.

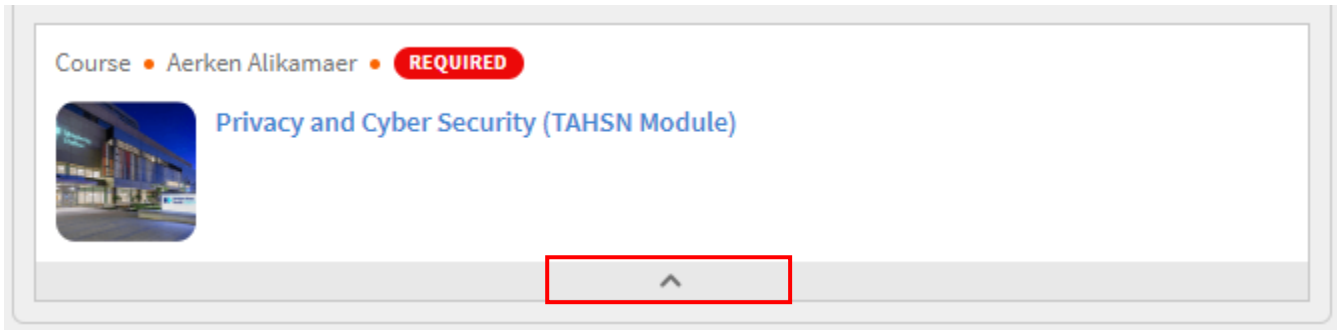


- Click **CMaRS Reappointment** at the top of your screen to return to your list of modules.

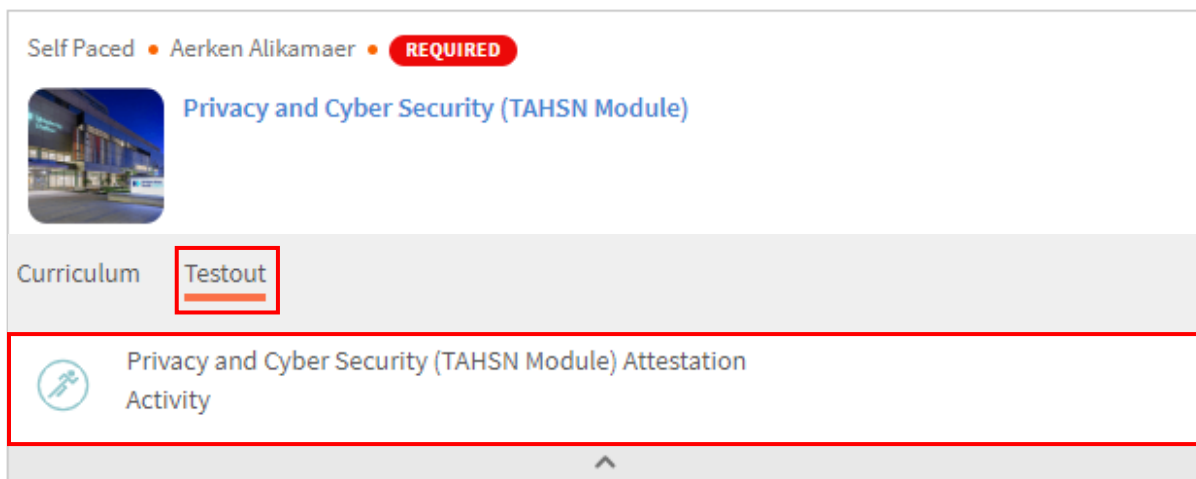


- Click **Continue** to proceed in completing the **Privacy and Cyber Security (TAHSN Module)**.
Note: If you have completed this module as part of a 2024-25 CMaRS application for another hospital, continue to step 7.

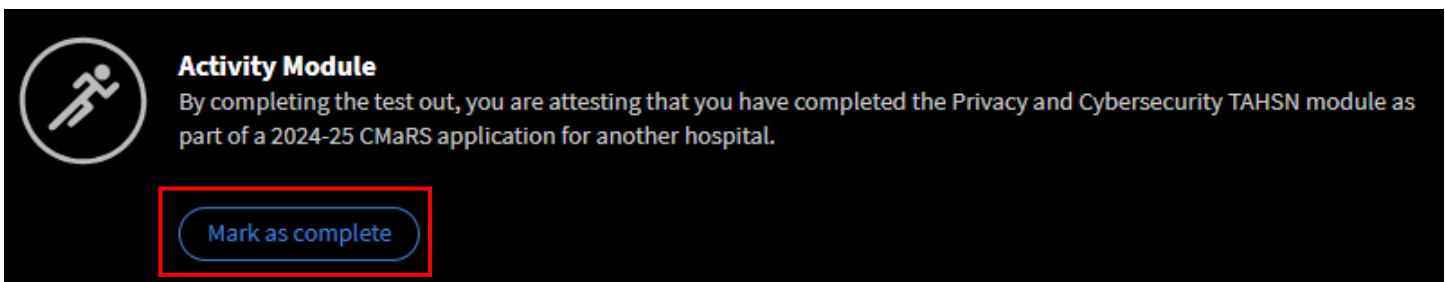
7. Click the **arrow** on the bottom half of the module to expand the box.



8. Select **Testout**.
9. Click **Privacy and Cyber Security (TAHSN) Attestation** activity.



10. Read the **Activity Module** statement: “By completing the test out, you are attesting that you have completed the Privacy and Cybersecurity TAHSN module as part of a 2024-25 CMArS application for another hospital.”
11. Click **Mark as complete** to complete the activity.



Medical Affairs is automatically notified when all courses are completed. Please allow one business day for completed courses to be registered on CMArS.

If courses are not registered within this time, please email MedicalAffairs@hrh.ca.

For Adobe Support please contact onboardingsupport@hrh.ca