

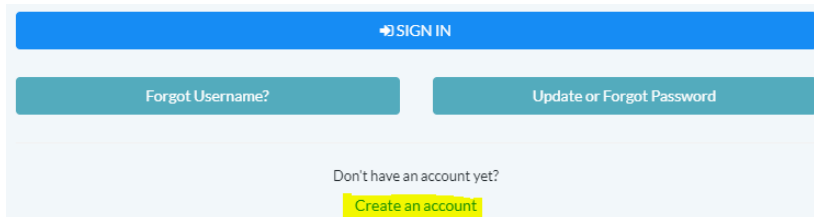


To complete some of the required training modules, you will need to have an account set up with HSE Land.

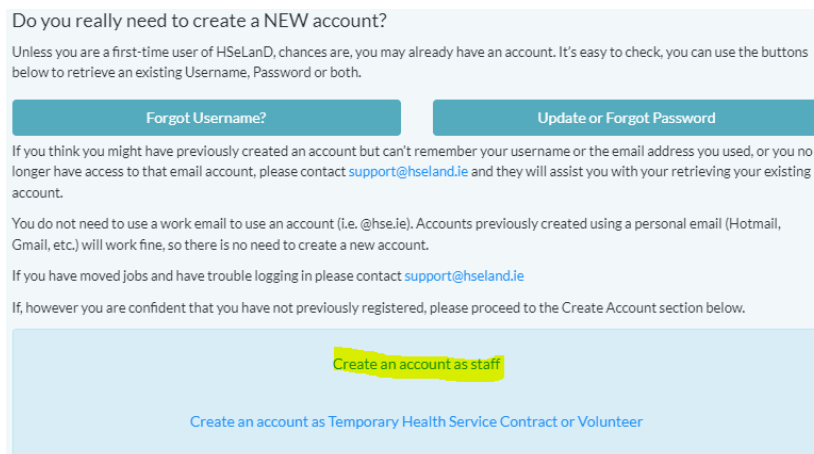
## New User

If you do not already have an account with HSE Land you will need to create an account before you can access the training modules.

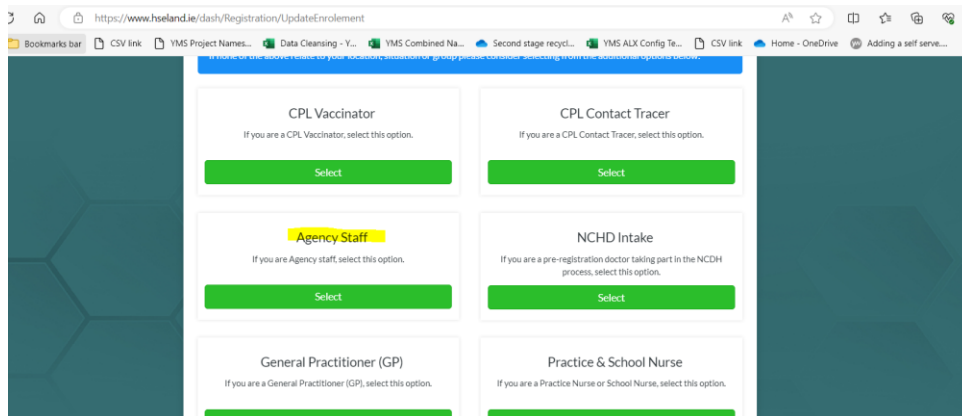
- 1) [Click here](#) to be taken to the HSE Land site
- 2) Under 'Don't have an account yet?' click 'create an account'



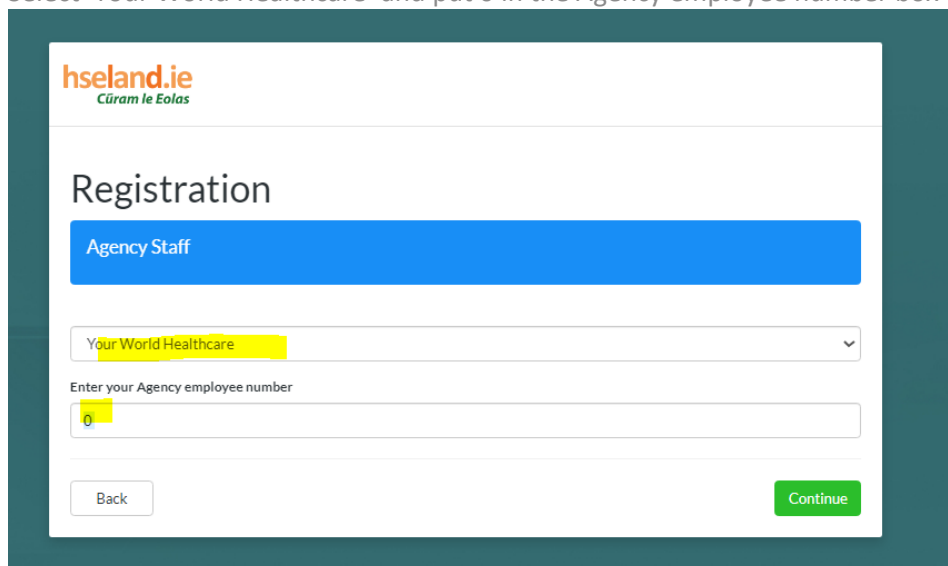
- 3) Select 'Create an account as staff'



- 4) Review and agree to the terms of service
- 5) Input your name, email address and county in which you work
- 6) Choose a username, password and security question then select continue
- 7) In section B, select 'Agency Staff'



8) Select 'Your World Healthcare' and put 0 in the Agency employee number box



9) You then will be asked if you know your 'Grade Number'; tick the box 'No'.

10) If you are a Nurse:

- Select Staff Category – Nursing & Midwifery
- Select Grade Group – Nursing Bank
- Select your Grade – Staff Nurse (Nursing Bank)

11) If you are a Healthcare Assistant:

- Select Staff Category – Other Patient & Client Care
- Select Grade Group – HCA – Nurse's AIDE – etc
- Select your Grade – Health Care Assistant

12) Tick the box to confirm the information provided is accurate and up to date and click finish.

13) You will then be taken back to the login page where you'll be able to access the training with your new username/email address and password.

14) When logging in to HSE Land for the first time, you will be asked to validate your email – click the 'Send Verification Email to \*your email address\*' button and follow the instructions within the email you receive.

## Existing User

If you already have an account, [log in here](#) using your username/email address and password.



If you have forgotten your username or password, click on the relevant button to have a reminder/reset sent to your email address.

#### Do you really need to create a NEW account?

Unless you are a first-time user of HSE Land, chances are, you may already have an account. It's easy to check, you can use the buttons below to retrieve an existing Username, Password or both.

[Forgot Username?](#)

[Update or Forgot Password](#)

If you think you might have previously created an account but can't remember your username or the email address you used, or you no longer have access to that email account, please contact [support@hse.ie](mailto:support@hse.ie) and they will assist you with your retrieving your existing account.

You do not need to use a work email to use an account (i.e. @hse.ie). Accounts previously created using a personal email (Hotmail, Gmail, etc.) will work fine, so there is no need to create a new account.

If you have moved jobs and have trouble logging in please contact [support@hse.ie](mailto:support@hse.ie)

If, however you are confident that you have not previously registered, please proceed to the Create Account section below.

[Create an account as staff](#)

[Create an account as Temporary Health Service Contract or Volunteer](#)

## Enrolling on the Training Course(s)

The following courses can be completed via HSE Land.

Please Note: you **may not** need to complete each of the below modules. **Before you complete any courses**, please check the email we sent you as this will list the modules you specifically need to do.

- AMRIC Basics of Infection Prevention and Control [AMRIC Basics of Infection Prevention and Control](#)
- AMRIC Hand Hygiene [AMRIC Hand Hygiene course](#)
- AMRIC Standard and Transmission Based Precautions [AMRIC Standard and Transmission Based Precautions course](#)
- AMRIC Introduction to Infection Prevention and Control - [AMRIC Introduction to Infection Prevention and Control and Antimicrobial Resistance Course](#)
- Children's First [Children's First Course](#)
- Cyber Security [Cyber Security Awareness Course](#)
- Dignity at Work [Dignity at Work Course](#)
- Display Screen Equipment [Display Screen Equipment Course](#)
- Fundamentals of General Data Protection (GDPR) [The Fundamentals of GDPR Course](#)
- Infection Control (including Coronavirus Infection Control and PPE in Community Healthcare Settings) [Infection Control Course](#)
- Manual Handling [Manual Handling Course](#)
- Mental Health Act 2001 [Mental Health Act 2001 Course](#)
- National Standards for Infection Prevention and Control in Community Services [National Standards for Infection Prevention and Control in Community Services Course](#)
- Open Disclosure [Open Disclosure, Module 1 Course](#)
- Putting on and Taking off PPE in Community Healthcare Settings - [Putting on and taking off PPE in Community Healthcare Settings Course](#)
- Rules on Seclusion and ECT – This is made up of 4 separate modules:

[Rules Seclusion – Module 1 Course](#)



## [Rules Seclusion – Module 2 Course](#)

### [Rules Seclusion – Module 3 Course](#)

### [Rules Seclusion – Module 4 Course](#)

- Safeguarding Adults [Safeguarding Adults Course](#)
- Trust in Care [Trust in Care Course](#)

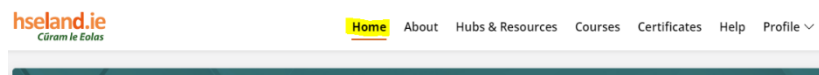
To enrol and access the training courses:

- Ensure you are logged in to your HSE Land account
- Click on the relevant link above to be taken to each course
- Click 'enrol' and 'confirm enrolment'

### Completing the Training Course(s)

To complete the course(s) you have enrolled upon:

- Click 'home' along the menu bar at the top of the page

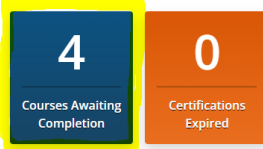


- Under 'Learning Status' it will tell you how many courses you have awaiting completion
- Click on the box containing the number of courses awaiting completion

#### Learning Status

This is an overview of your learning progress.  
Select the areas below to continue your learning journey.

[View your active courses](#) →



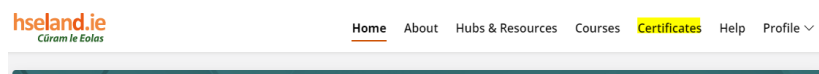
- Click 'launch' below whichever course you would like to complete

### Printing Your Certificate(s)

The course certificate is made available you once the course has been completed.

Please note, for some courses, you must complete the 'post course evaluation' before the course is marked as complete and the certificate is made available to you.

- Once you have completed the course, click 'Certificates' along the menu bar at the top of the page



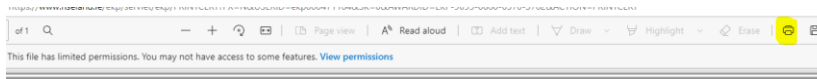


- You will be given a list of

certificates available; click on the one you require

Certification	Issued By	Issue Date	Expiration Date	Comments	Is Self Awarded	External Reference
AMRIC Hand Hygiene	AMRIC	05-Jan-2022	05-Jan-2024	AMRIC Hand Hygiene	N	N/A

- Select the printer symbol to print the certificate to either a physical printer if you have access to one or to a pdf



*This is to certify that*

Please email a copy of the certificate to us at Your World as soon as you have it so that we can update your compliance file.