

Instruction Guide

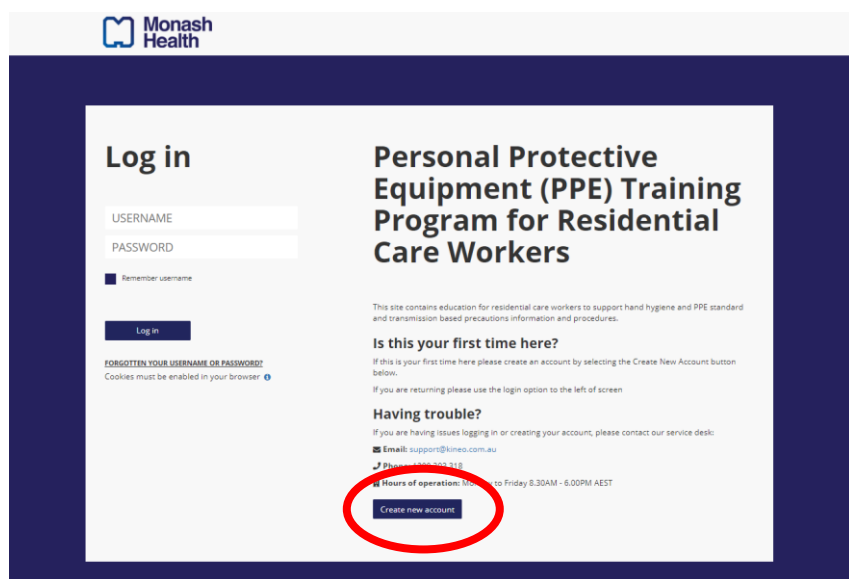
Register an account for the Personal Protective Equipment (PPE) Training Program for Residential Care Workers learning portal

STEP 1: Click on the following link, or copy and paste it into your browser

<https://training.monashhealth.org>

If this is your first time to the site, you will need to create an account.

STEP 2: Click on 'Create new account'



Log in

USERNAME
PASSWORD

Remember username

Log in

[FORGOTTEN YOUR USERNAME OR PASSWORD?](#)
Cookies must be enabled in your browser

Personal Protective Equipment (PPE) Training Program for Residential Care Workers

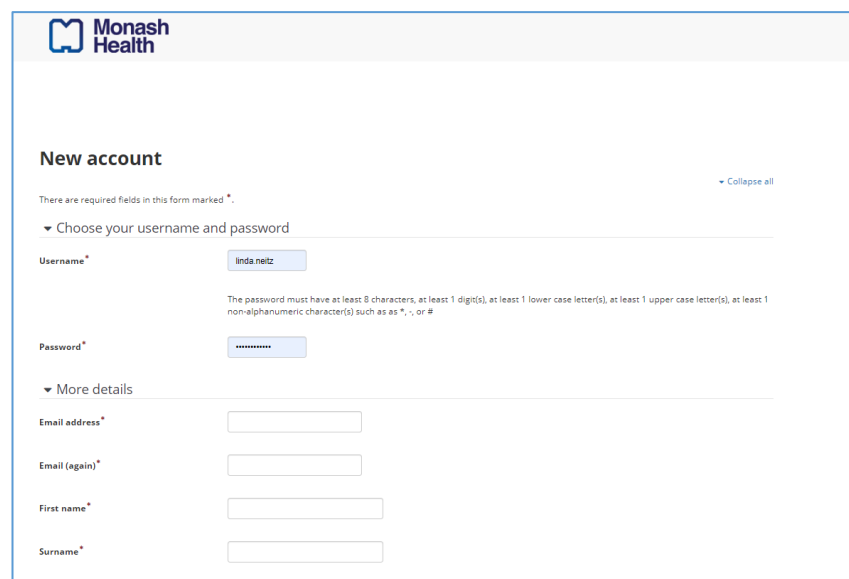
This site contains education for residential care workers to support hand hygiene and PPE standard and transmission based precautions information and procedures.

Is this your first time here?
If this is your first time here please create an account by selecting the Create New Account button below.
If you are returning please use the login option to the left of screen

Having trouble?
If you are having issues logging in or creating your account, please contact our service desk:
Email: support@kineo.com.au
Phone: 1300 303 318
Hours of operation: Monday to Friday 8.30AM - 6.00PM AEST

[Create new account](#)

STEP 3: Complete the registration form.



New account [Collapse all](#)

There are required fields in this form marked *

▼ Choose your username and password

Username*

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as *, -, or #

Password*

▼ More details

Email address*

Email (again)*

First name*

Surname*

Fields

Username	Type in a username that you will remember. Example: john.smith
Password	Type in password that you will remember. Your password must have at least 8 characters and contain: <ul style="list-style-type: none">• At least 1 digit/number• At least 1 lower case letter(s)• As least 1 upper case letter(s)• At least 1 non-alphanumeric character such as @, #, !, % <p>Tip! It might be worth writing your username and password down for later</p>
Email address	Type in your email address. Note - You cannot use the same email for more than one account.
First Name	This is the name that will appear on your certificate of completion.
Surname	This is the name that will appear on your certificate of completion.
Facility/Organisation	Select the facility/organisation you work from the drop down list. You can start to type the facility/organisation to help filter your search.
Suburb/Post code	Select the suburb that your facility is located. You can start to type the postcode or suburb to help filter your search.
Role	Select the type of role you hold from the drop down menu.

STEP 4: Click 'Create my new account' to continue.

You will receive a message to check your email.

[Create my new account](#)

STEP 5: Open your email account and look for an email from:

From: Kineo Support (noreply@training.monashhealth.org via kineo.com.au)
Subject: Victoria - PPE Training for Residential Care Workers: account confirmation

STEP 6: Click on the link in the email sent to you to verify your account.

Having trouble?

If you are having issues logging in or creating your account, please contact our service desk:

Email: support@kineo.com.au

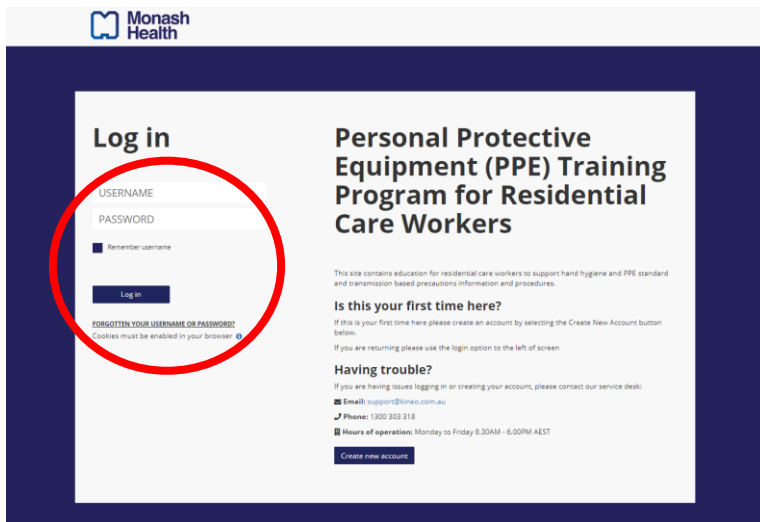
Phone: 1300 303 318 Hours of operation: Monday to Friday 8.30AM - 6.00PM AEST

Access your Personal Protective Equipment (PPE) Training Program for Residential Care Workers learning

STEP 1: Click on the following link, or copy and paste it into your browser

<https://training.monashhealth.org>

STEP 2: Enter the username and password you used to create the account. Click Log in.

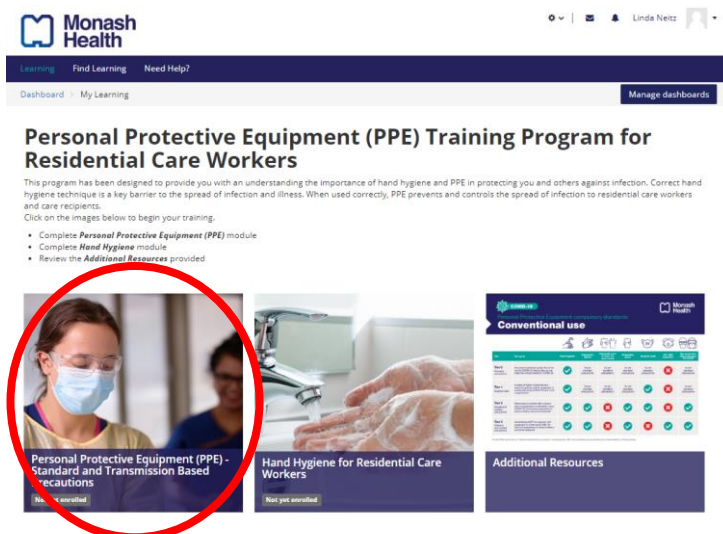


STEP 3: Access courses

You have two courses to complete.

Additional resources are also available if you want to watch any of the videos later or print any more information.

You can access a course by clicking on the image (shown below)



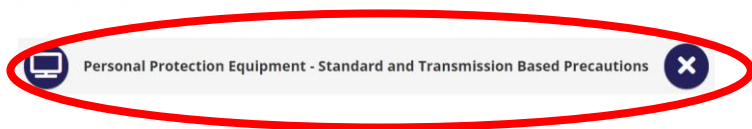
STEP 3: Complete all of the course activities

Click on an activity to start your learning.



Step1

Please ensure you view the entire below eLearn, and click the exit button when finished



STEP 4: Access your certification of completion

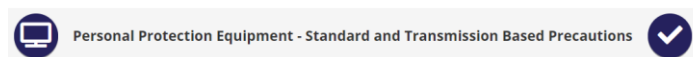
Once you have successfully completed all of the activities, you can print your certificate of completion.

You will also receive an email with your certificate attached.

You are required to give your certificates to your manager.

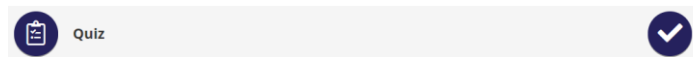
Step1

Please ensure you view the entire below eLearn, and click the exit button when finished



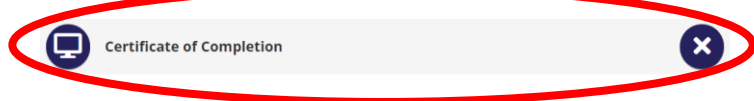
Step 2

Complete the quiz below. You need to get 100% in order to be marked complete for this activity.



Step 3

Print your certificate. You will need to print your certificate for evidence of completion for this activity.



STEP 5: Access your certification of completion

Face to face training will be made available soon. Please keep checking this site for more information.