

1. Go to <https://www.cahf.org/Education-Events/QCHF>.
Click "QCHF Learning Center – On Demand Courses."

The screenshot shows the top navigation bar of the Quality Care Health Foundation website. The navigation menu includes: ABOUT, EDUCATION & EVENTS (highlighted in orange), PROGRAMS, RESOURCES, MEMBERSHIP, DIRECTORIES, Register | Login | \$0.00. Below the navigation bar is a banner with the QCHF logo and the text "Quality Care Health Foundation". A large image shows two people looking at a tablet. Below the image is a text box: "Providing the best in educational information in our industry - best practices, basic and advanced trainings and hot topics - presented by individuals that are experts in their field." Below the image and text is a secondary navigation menu: QCHF HOME, ABOUT, LGBTQ TRAINING, CLASSES & EVENTS, WEBINARS, SCHOLARSHIP, APPLY (CONTINUED EDUCATION), CAHF HOME. At the bottom of the screenshot is a large banner with the QCHF logo and the text "LEARNING CENTER - ON DEMAND COURSES", which is highlighted with a red box and a red arrow pointing to it from the right.

2. Click "register" next to the on-demand webinar you would like to view.

The screenshot shows the "ON DEMAND COURSES" page of the Quality Care Health Foundation website. The navigation bar is the same as in the previous screenshot. The page title is "ON DEMAND COURSES" and the breadcrumb is "EDUCATION & EVENTS > ON DEMAND C". On the left is a sidebar menu with: Calendar, Events, On Demand Courses (highlighted in dark blue), QCHF, Speaker Prospectus, Golf Tournament, Sponsorships. The main content area is titled "On Demand Courses" and "Event Listing - 17 found". It lists several events with "REGISTER" buttons next to them. The first event is "3.5/2.4 Waiver Submission – Review of the CAHF Waiver Toolkit" with a "REGISTER" button highlighted by a red box and a red arrow pointing to it from the right. Other events include "3.5/2.4 Waiver: Latest Information", "3.5/2.4 Waiver: When it Counts", "Are You Ready for October MDS Changes? - Webinar", and "CNA Training Programs".

3. You will be prompted to login to your account.

The screenshot shows the CAHF website's navigation bar with 'EDUCATION & EVENTS' highlighted. Below the navigation bar, the 'EVENT INFO' section is visible. On the left, there is a sidebar menu with options like 'Calendar', 'Events', 'On Demand Courses', 'QCHF', 'Speaker Prospectus', 'Golf Tournament', and 'Sponsorships'. The main content area displays 'Event Info' for a webinar titled '3.5/24 Waiver Submission - Review of the CAHF Waiver Tool'. A modal dialog box is overlaid on the page, containing the text: 'Please log in or create an account before registering for this event'. Below this text are two buttons: 'LOG IN' and '+ CREATE ACCOUNT'. A red arrow points to the '+ CREATE ACCOUNT' button. Below the modal, there are buttons for 'REGISTER', 'DETAILS', 'PRICING', 'SPEAKERS', and 'LOCATION'. A note indicates that the webinar is available to CAHF members only and provides instructions on how to access the QCHF Learning Center.

4. Login to your account.

Your user-name is the email address.

If you have forgotten your user name and or password, click "forgot password."

The screenshot shows the CAHF website's navigation bar with 'EDUCATION & EVENTS' highlighted. Below the navigation bar, the 'LOGIN' section is visible. On the left, there is a sidebar menu with options like 'Calendar', 'Events', 'On Demand Courses', 'QCHF', 'Speaker Prospectus', 'Golf Tournament', and 'Sponsorships'. The main content area displays 'Account Login'. A red box highlights the 'Account Login' heading and the text: 'Your username is your email address. If your email address has changed, please contact CAHF at member.services@cahf.org'. Below this text are two input fields for 'Username:' and 'Password:'. A red arrow points to the 'Password:' input field. Below the input fields are buttons for 'Login', 'Forgot Password', and 'Create Account'. A red arrow points to the 'Forgot Password' button. A 'Remember Login' checkbox is also present.

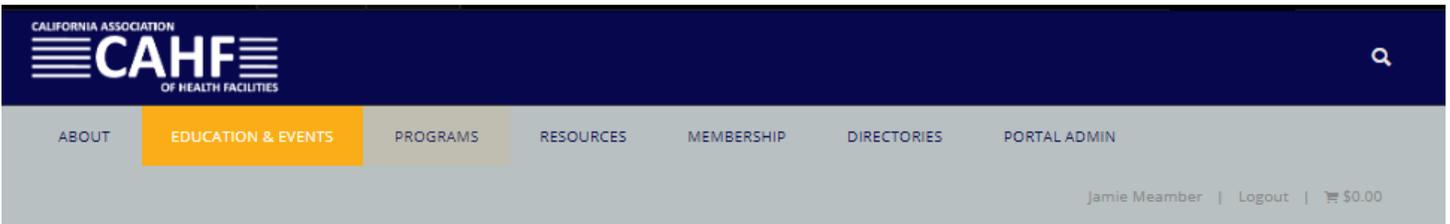
LOGIN

For login help, contact member services:

Heath Renouf
hrenouf@cahf.org
or
Leyla Taber
ltaber@cahf.org

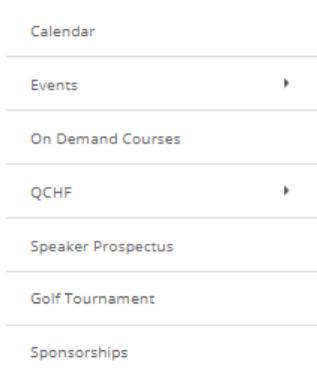
The screenshot shows the CAHF website's login page. A red box highlights the 'Account Login' heading and the text: 'Your username is your email address. If your email address has changed, please contact CAHF at member.services@cahf.org'. Below this text are two input fields for 'Username:' and 'Password:'. A red arrow points to the 'Password:' input field. Below the input fields are buttons for 'Login', 'Forgot Password', and 'Create Account'. A red arrow points to the 'Forgot Password' button. A 'Remember Login' checkbox is also present.

5. Click "register."

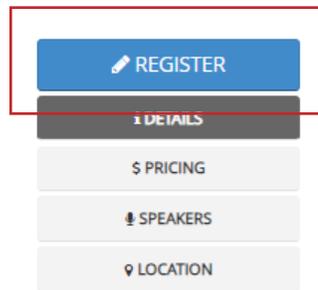


EVENT INFO

EDUCATION & EVENTS > EVENT INFO



Event Info



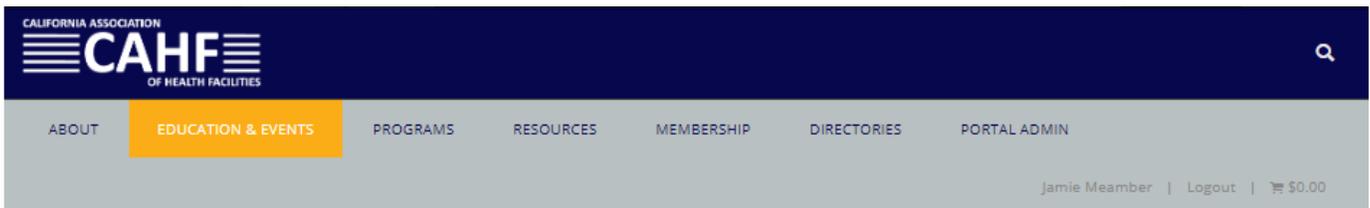
After registering for this webinar you will need to access the QCHF Learning Center. To access the QCHF Learning Center, start at this website <http://www.cahf.org/Education-Events/QCHF>. Simply log in to your account on this website and click on your name, which appears in the upper right hand corner next to the login button. This takes you to your Member Dashboard - select "Learning Center" listed under events.

Attendee Search Tips

When searching for another attendee, add the first part of the last name. To narrow the choices

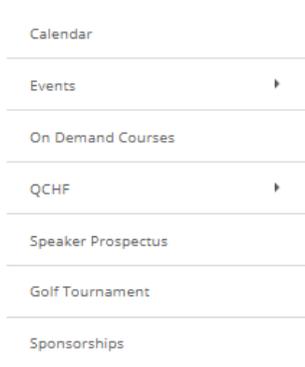
6. Click "I'm registering myself" if you are viewing the webinar yourself.

Click "I'm registering someone else" if you are registering for another participant.



EVENT INFO

EDUCATION & EVENTS > EVENT INFO

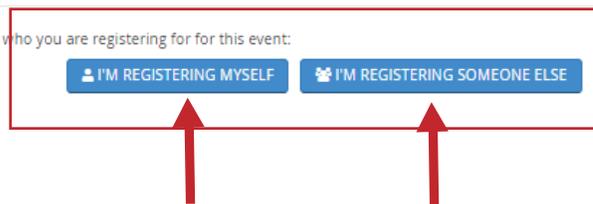


Event Info

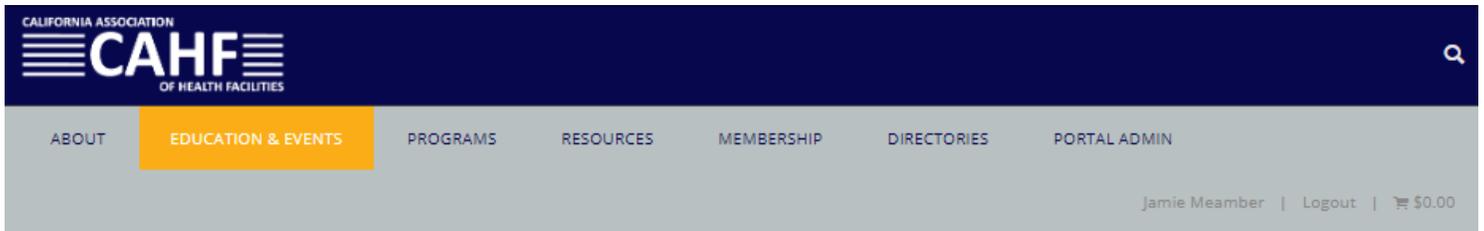
- 1 Select an Attendee
- 2 Select Price & Functions
- 3 Confirmation

Step 1: Select an Attendee

Please select who you are registering for for this event:



7. Click "add attendee to cart."



EVENT INFO

EDUCATION & EVENTS > EVENT INFO

- Calendar
- Events ▶
- On Demand Courses
- QCHF ▶
- Request CEs
- Speaker Prospectus
- Golf Tournament
- Sponsorships

Attendee Search Tips

When searching for another attendee, add the first part of the last name. To narrow the choices down, also add the first part of the email address.

Event Info

- 1 Select an Attendee ✓
- 2 Select Price & Functions
- 3 Confirmation

Step 2: Select Price and Functions

- Complimentary CAHF/QCHF Staff Registration - \$0.00

↶ START OVER

🛒 ADD ATTENDEE TO CART



8. Click "go to cart."

vent Info

3.5/2.4 Waiver Submission – Review of the CAHF Waiver Toolkit Registration

[Follow the prompts to register online. For detailed instructions, click here.](#)

1 Select an Attendee ✓

2 Select Price & Functions ✓

3 Confirmation

Step 3: Registration Confirmation

Type	Item	Price	Qty	Total
👤 Cheyenne Merced's Cart Items				
Event	3.5/2.4 Waiver Submission – Review of the CAHF Waiver Toolkit: Complimentary Member Registration	\$0.00	1	\$0.00

[REGISTER ANOTHER ATTENDEE](#)

[GO TO CART](#)



10. After you have entered your card payment information, click “process order.”

- 2018 CAHF Calendar
- AHCA
- Associate Member Brochure
- Buyers Guide
- CAHF Shop
- Career Center
- Data
- Donations
- Elder Care California
- Helpful Links
- Media Center ▶
- Reports ▶
- Shopping Cart**

Shopping Cart

Cart Payment Page

Order Summary

Type	Item	Price	Qty	Total	
				Individual Total	\$0.00
				Cart Total	\$0.00
				Discounts	\$0.00
				Tax Charged	\$0.00
				Shipping & Handling	\$0.00
				Final Total	\$0.00

Your final total is **\$0.00**.

✓ PROCESS ORDER

✎ EDIT CART



12. Click "QCHF learning center." You will be redirected to the QCHF Learning Center where you can view the webinar.

Jamie Meamber | Logout | \$0.00

MEMBERSHIP DASHBOARD MEMBERSHIP > MEMBERSHIP DASHBOARD

Membership Information Request

Become An Associate Member

Membership Dashboard

Profile Update

Organization Membership Application

Forum

Continuing Education Instructions
Click Here to Access Instructions

Member Dashboard

Member Dashboard



Jamie Meamber

You are currently logged in as account jmeamber@cahf.org.
Our records indicate that you have a **STAFF** membership.

[EDIT PROFILE](#)

MY ACCOUNTMY INVOICES 0MY REGISTRATIONSMY DOCUMENTS

MY ACCOUNT

[Update My Information](#)

[Update My Username/Password](#)

[Update My Profile Picture](#)

[Upload Documents](#)

[My Committees](#)

[Committee Expression of Interest Form](#)

DIRECTORIES

[People Directory](#)

ONLINE STORE

[Product Search](#)

[View Cart](#)

EVENTS

[Register for an Event](#)

[Event Calendar](#)

[QCHF Learning Center](#)

[Speaker Submission](#)

EVENTS AND CERTIFICATES



13. Location the webinar you registered for and click "launch." The list expands by clicking the plus sign at the bottom.

The screenshot displays the QCHF Learning Center interface. At the top left is the QCHF Health Foundation logo. The main header reads "LEARNING CENTER". A navigation bar includes a "Logout" link and the user name "JAMIE MEAMBER". Below this is a "Training Menu" section with a search bar and various utility icons. The main content area features a "Welcome to the QCHF Learning Center!" message and tabs for "My Courses", "Recommended", and "Available Courses". A list of webinars is shown, each with a "Launch" button. Two red arrows point to the "Launch" buttons for the first and last items in the list. The last item has a plus sign icon at its bottom right corner, which is also highlighted by a red arrow. On the right side, there are two panels: "Alerts" (No Alerts) and "Events (Click to View)" (No Upcoming Events).

QUALITY CARE
QCHF
HEALTH FOUNDATION

LEARNING CENTER

Logout JAMIE MEAMBER

Training Menu Search

Welcome to the QCHF Learning Center!

My Courses Recommended Available Courses

Webinar: Silver Quality Award Applicatio...

Webinar: Silver Quality Award Application Process Webinar Series 1 of 5

Launch ▶

Webinar: Section GG: Understanding Funct...

Webinar: Section GG: Understanding Functional Outcomes

Launch ▶

Webinar: Are You Ready for October MDS C...

Webinar: Are You Ready for October MDS Changes?

Launch ▶

Webinar: How to have a successful HIM De...

Alerts

No Alerts

Events (Click to View)

No Upcoming Events

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14. Click the title of the webinar. It will expand.

The screenshot shows the QCHF Learning Center interface. At the top left is the QCHF Health Foundation logo. The main header reads "LEARNING CENTER". On the right, the user is identified as "JAMIE MEAMBER" with a "Logout" link. Below the header is a "Training Menu" section with a search bar and several utility icons. A course titled "Webinar: Silver Quality Award Application Process Webinar Series 1 of 5" is displayed. Underneath, there are tabs for "Modules" and "Discussions". A "List of Activities" section contains a single item: "Webinar: Silver Quality Award Application Process Webinar Series 1 of 5". This item is highlighted with a red border, and a red arrow points to it from the right. The footer includes copyright information for 2014 Digitec Interactive, the Knowledge DIRECT logo, and links for Help, Contact Support, Privacy Policy, and System Check.

13. Click "launch."

This screenshot is similar to the one above, showing the same course and activity list. However, the "Webinar: Silver Quality Award Application Process Webinar Series 1 of 5" item is expanded. Below the activity title, there is a "Launch" button with a right-pointing arrow. This button is highlighted with a red border, and a red arrow points to it from the right. The rest of the interface, including the header, navigation, and footer, remains the same as in the previous screenshot.

15. The video screen will be cut off. Right click on your mouse and open in a new tab. Click the circle button with the arrow in it to play the video.

QUALITY CARE
QCHF
HEALTH FOUNDATION

LEARNING CENTER

Logout JAMIE MEAMBER

Training Menu Search

< Course: Webinar: Silver Quality Award Application Process Webinar Series 1 of 5

0:00 / 1:30:02

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Knowledge
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Help | Contact Support | Privacy Policy | System Check