

Registering for an ACHE Virtual Interactive Chapter Program

STEP 1: Follow the ACHE registration link provided to you by the chapter sponsoring the event.

1. This link will take you to the ACHE website where you must register on the ACHE platform to have access to the login credentials and credits. (Registration through ACHE is Free). If you are not an ACHE member, you can create an account for Free.
 - a. **PLEASE NOTE:** Registering only through Eventbrite or similar sites will not complete the registration process for Virtual Interactive credits.
 - b. Attendees will access the course through their My ACHE account, so they must be registered through the ACHE registration link to have access.
 - c. Any member, including panelists, moderator, event coordinator, chapter board/committee members, that would like to receive Virtual Interactive credit, must be registered to receive credit for the event.
2. Complete the two-step registration process. **Both** must be completed to properly register for the event and ensure that credits will be issued.

***This guide takes registrants through the ACHE registration process only. Any issues with registrations or payments through outside websites such as Event Brite, Show tix, etc, please contact the hosting chapter as the ACHE national office does not use those platforms.*

ACHE Event Registration

Event Information

Event: (VPA1340123) Sustainability of Healthcare Organizations: A Plan of Action
Start date: 2/16/2023
End date: 2/16/2023

Registrant Information

Registrant name: **McGarry, Sandra**
Organization Name: American College of Healthcare Executives
Phone:
Email: SMcGarry@ache.org
Address: Business Address: 300 S Riverside Plaza #1900, Chicago, IL 60606   Required

The information below will be used for this event registration only. To change your general ACHE profile information, visit your MyACHE account.

Event Fees

Product	Price	Member Type	Category
<input checked="" type="checkbox"/> (VPA1340123) Sustainability of Healthcare Organizations: A Plan of Action	0.00	[Any]	

0.00

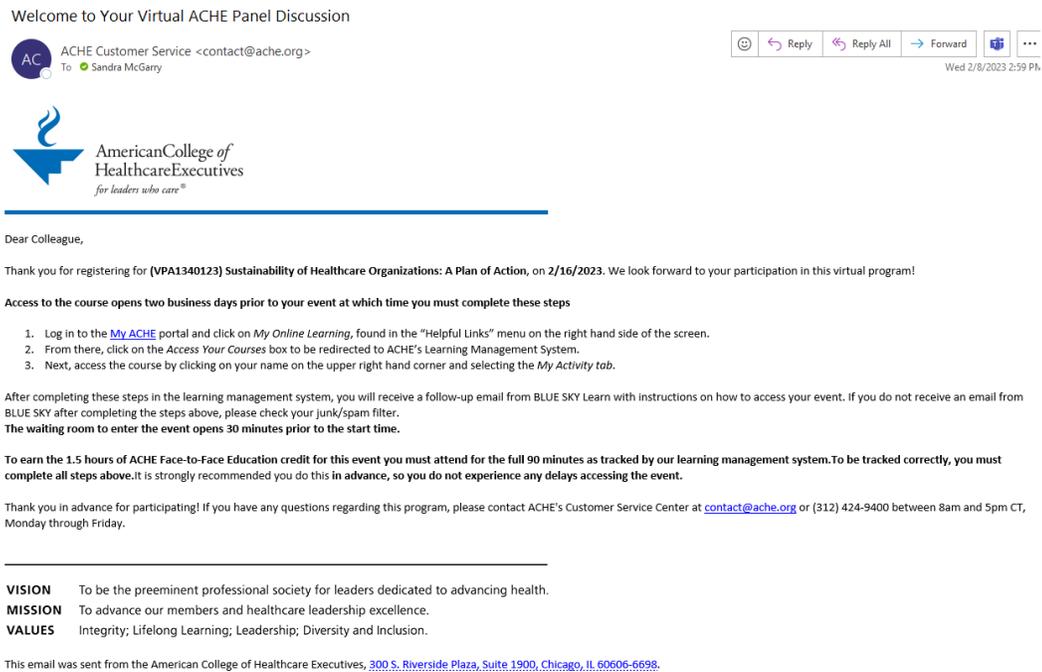
[CLICK TO CALCULATE AMOUNT TO PAY](#)

 [Update Total](#)

[CANCEL](#)

[ADD TO CART](#)

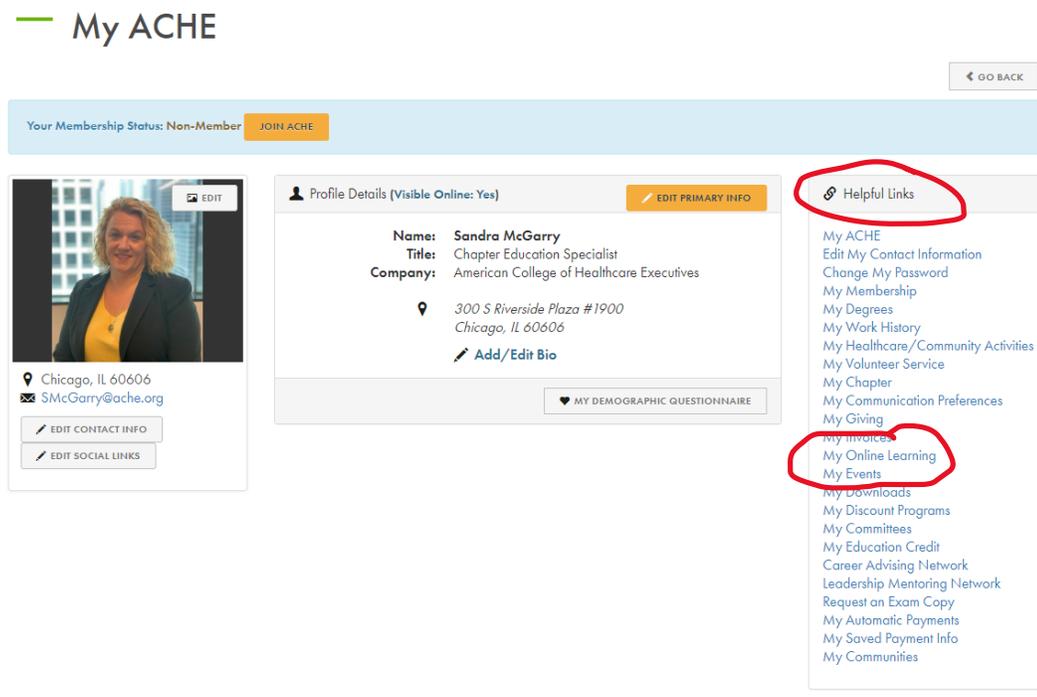
Once you complete the online registration through ACHE, you will receive a confirmation email with the subject: **Welcome to Your Virtual ACHE Panel Discussion**



STEP 2 - to be completed two business days prior to the event: (Mark your calendar for the day prior if needed so your registration is complete before the event)

Access to the course opens two business days prior to your event at which time you must complete these steps: (You can not complete these steps at an earlier time)

1. Log in to the My ACHE portal and click on My Online Learning, found in the “Helpful Links” menu on the right hand side of the screen.



- From there, click on the *Access Your Courses* box to be redirected to ACHE's Learning Management System.

My Online Learning

[← Back to My ACHE](#) [Helpful Links ▾](#)

Online Programs You Have Registered For

ACCESS YOUR COURSES

(VPA1340123) Sustainability of Healthcare Organizations: A Plan of Action
Date: **02/16/2023 - 02/16/2023**
Expires: **08/15/2023**

- Next, access the course by clicking on your name on the upper right hand corner and selecting the *My Activity* tab.

Courses JA Jeffrey [Sign Out](#)

Jeffrey [REDACTED]

[Settings](#) **[My Activity](#)** [Certificates](#) [Purchases](#) [My Live Events](#)

[Purchased Content](#) [Courses](#) [Events](#)

Active ▾

Already purchased?
[Click here to synchronize](#)

Live Session: (VPA1330223) Equity of Care: A Quality and Safety Imperative and a New National Patient Safety Goal with the Joint Commission expires in 198 day(s) >

Live Web Event: Tue, June 6, 2023 @ 6:30 PM CDT

- Click on the live event to add it to your calendar. (See picture above)

5. Once you have completed the registration at ACHE.org, you should receive an email from Blue Sky eLearn that will allow you to add the event to your calendar. (Please check your spam or junk email as well)
 - a. To join the event, you can either click “Join” in the email from Blue Sky or go back to the course, access the live event, and click the “Join” button there.
 - b. The session will open up 30 minutes prior to start time. Attendees will be directed to a virtual waiting room until the session begins.

Courses » (VPA1330223) Equity of Care... » Live Session: (VPA1330223) ...

Live Session: (VPA1330223) Equity of Care: A Quality and Safety Imperative and a New National Patient Safety Goal with the Joint Commission

Overview

DESCRIPTION

Please click the **"Add to Calendar"** button on the right side of the screen to make sure you receive a reminder to join the session.

June 6, 2023

Tue 6:30 PM CDT

Audio Options:

Use Your Computer

DURATION 1H 30M

Add to Calendar

*In order to receive Virtual Interactive credit, you must attend the session for the full 90 minutes.

Receiving Credits

1. ACHE Virtual Interactive Credits are only earned by participating in the Live Event.
2. Your Virtual Interactive credits will automatically be posted to your My ACHE account within 2 weeks after the program ends.
3. If you do not log into a live session, you cannot receive ACHE Virtual Interactive credit.
4. If you watch a session recording, you may self-report this participation on your My ACHE page as ACHE Qualifying Education CEUs only.
 - o You are unable to earn ACHE Virtual Interactive credits by watching a recording.