

Directions for Accessing the Aquapheresis Computer Based Training



- Open Internet Explorer.
- Enter the following web address:
<http://www.healthcareacademy.com/wbtmanager/register/chf/chfreg.htm>
- The next screen that appears is a registration page that will ask you for information such as your name and facility you work with. Please enter all pertinent information.
 - **NOTE: You will be asked to enter a Login ID and Password, please remember them – you will need that information later!**
- Click the **Submit** button.
- If you entered all of the information correctly, the next page will have the following sentence:
 - Click [here](#) to continue. Click on the word “here”.
- If information is entered incorrectly, you will be prompted to correct the necessary fields.
- The next screen that pops up will have a large button on the left side of the screen that says “**Students: Click Here to Log On**”. Click on that button.
- Enter your Login ID and Password and click **Enter**.
- The next screen you should see a CHF solutions logo in the middle.
- Click on the link that says “**Aquadex FlexFlow Training**”.
- Then click on the link that says “**Aquapheresis Training**”.
- The Aquapheresis Training Lesson will appear.
- Complete the lesson by following the onscreen instructions.

Lesson Basics

The following graphic will help you understand how to navigate through the lesson.

The screenshot shows the 'chf solutions' logo at the top left, followed by 'Clinical and Operational Training Objectives' and an 'Exit' button. On the left, a vertical list of topic tabs includes 'Introduction', 'System Overview', 'Venous Access', 'Loading', 'Priming', 'System Operation', 'Troubleshooting', and 'References'. A cartoon character named Flo is positioned in the lower-left corner of the main content area. The main content area contains a text box with a greeting from Flo and a list of objectives. At the bottom, there is a navigation bar with buttons for 'Glossary', 'Page 2 of 5', 'Quiz', 'Replay page', 'Previous page', and 'Next page'. Blue arrows point to these elements with labels: 'Topic tabs on Left side of screen let you know where you are in the course', 'Flo narrates the lesson for you', 'Click here to exit the lesson', 'Main content area', and 'Click on the right or left arrow button to go to the next or previous page.'

It is important to keep the following in mind:

1. Lessons are bookmarked – if you exit a lesson you will return to the same place the next time you log on
2. You will be able to print out a certificate of participation upon successful completion of the lesson to keep for your records.
3. **Feel free to call our toll free number at 1.866.323.4169 for technical support on this training program!**