

## Open School

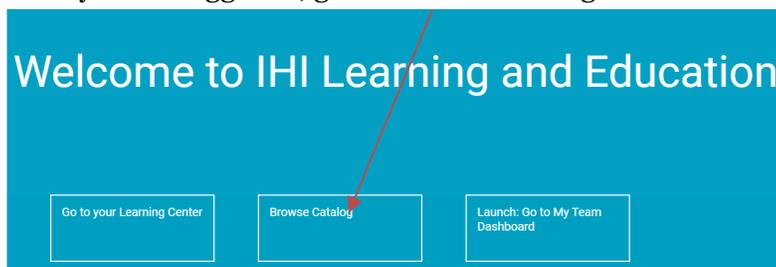
### How to Access the IHI Open School Online Courses

#### Step 1: Log in to IHI.org.

- Log in to IHI.org [here](#).
  - If you are not yet registered, do so at [www.IHI.org/RegisterFull](http://www.IHI.org/RegisterFull).

#### Step 2: Enter your group's passcode.

- Go to [education.ihl.org](http://education.ihl.org) and log in
- Once you are logged in, go to “Browse Catalog”



Once you see a green bar on the top of the screen acknowledging your successful input of a valid code, all the Open School courses available to you will say “enroll”

Note: Please input your access code before attempting to enroll in a course. If you enroll in a course (such as a free sample course) before entering the access code, that course will not appear on your organization's reports.

- On the top of the right-hand side of the page, you will see a box titled "Enter Access Code". Put your code **68456** in that box and press enter.



- Once you see a green bar on the top of the screen acknowledging your successful input of a valid code, all the Open School courses available to you will say “enroll”
  - Note: Please input your access code before attempting to enroll in a course. If you enroll in a course (such as a free sample course) before entering the access code, that course will not appear on your organization's reports.

#### Step 3: Take courses.

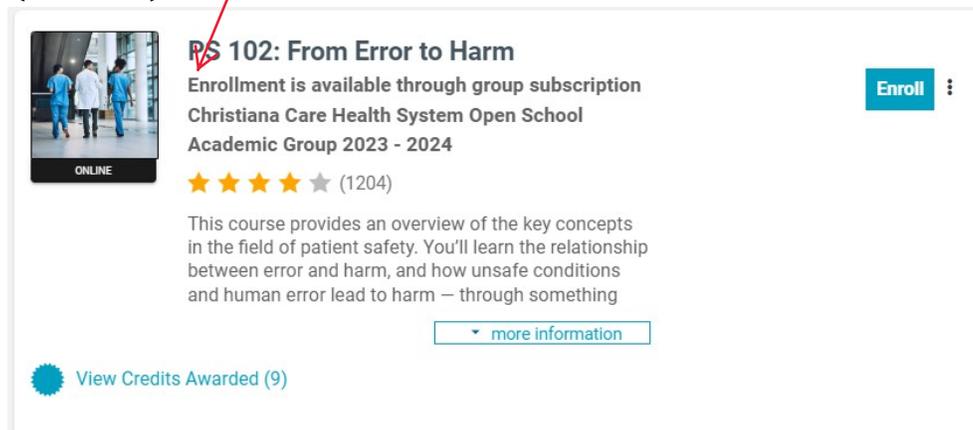
- Now that you are registered for the courses, return directly to your learning center using the home button on the left side menu



- From there you can go to your Learning Center to view any modules you are currently enrolled in, or you can Browse Catalog to search through what is available to you in our group subscription.

#### Step 4: Browse Catalog to search for classes.

- Type in “PS102”>search> Enroll. Once enrolled take the specific lesson listed on the Syllabus assignment. For example: PS102 – Lesson 1: The Swiss Cheese Model
- Some modules may have different versions. Please look for the language that **states enrollment is available through the Christiana Care Health System group subscription** (see below)



**PS 102: From Error to Harm**

Enrollment is available through group subscription  
Christiana Care Health System Open School  
Academic Group 2023 - 2024

ONLINE

★★★★★ (1204)

This course provides an overview of the key concepts in the field of patient safety. You'll learn the relationship between error and harm, and how unsafe conditions and human error lead to harm – through something

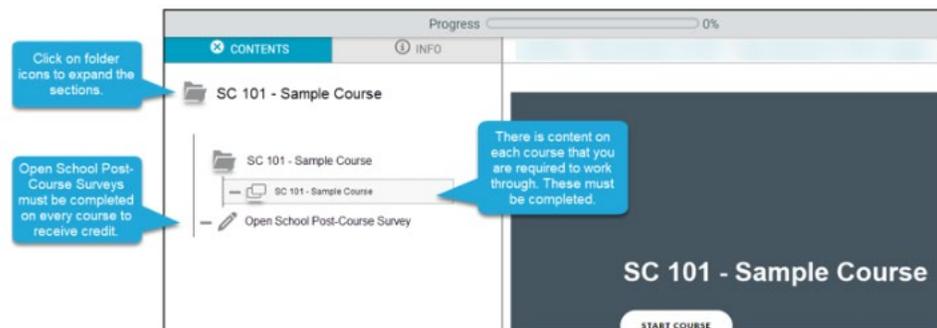
[more information](#)

[View Credits Awarded \(9\)](#)

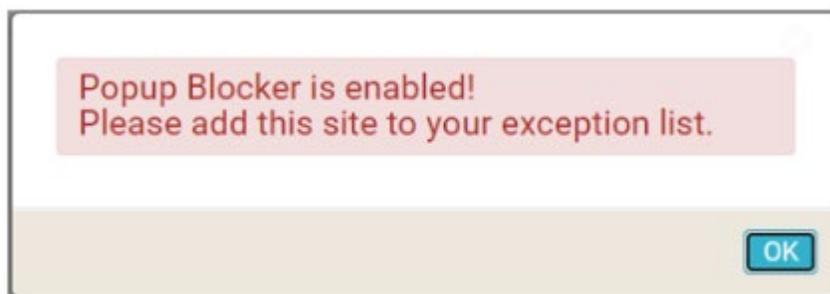
## Open School

### Step 5: Instructions on taking the course

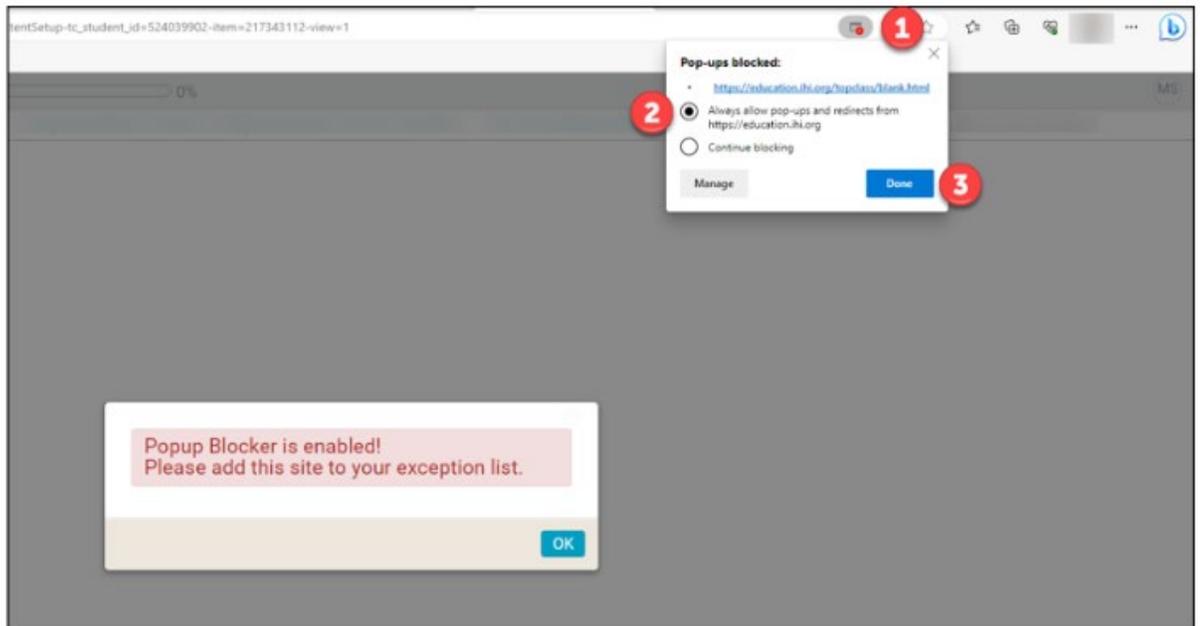
- Once enrolled and before beginning your course, please review ALL of the following information to ensure a successful course completion experience.
- NAVIGATION
- The image below displays how to navigate the course window.



- The course content opens in a separate / pop-up window. If your browser has the pop-up blocker enabled, you won't be able to see the content until you disable it.
- If the course content doesn't load, check your pop-up blocker. You may see an alert similar to this:



- Right click on the red pop-up blocker icon located on the right-side of the search bar.
- Select the option to "Always allow pop-ups."
- Select "Done."
- See the image below showing what it looks like in the Microsoft Edge browser:



- **Chrome:** [Block or allow pop-ups in Chrome - Computer - Google Chrome Help](#)
  - **Firefox:** [How do I disable a Pop-up blocker? | Firefox Support Forum | Mozilla Support](#)
  - **Safari:** [Block pop-up ads and windows in Safari - Apple Support](#)
- CHECKING COURSE COMPLETION PROGRESS
  - The left-side navigation bar of the course displays all the course topics and the topics that you have completed or still need to complete. The course is completed in a sequential order so you won't be able to jump around.
  - A checkmark will be displayed next to all completed pages/topics. If you don't see a checkmark, you have not completed everything on that page.
  - Once the course content has launched, you can check your overall course completion progress by looking at the completion percentage located in the upper left-hand corner of your course menu. Please see the graphic below:

