Guide for students - Log into HETI Online and complete Mandatory Training

Students due to commence a placement in NSW Health will receive a StaffLink ID and password. You will use your StaffLink ID to log into the NSW Health Online Learning Management System (HETI Online) where you will complete mandatory training. You will use the same StaffLink ID for all of your placements in NSW Health.

This document will help you to:

- Log into HETI Online
- Find the list of the mandatory training modules that you need to complete in HETI Online
- Complete the mandatory training modules
- Know which modules you still have yet to complete
- Log out of HETI Online
- Know who to contact if you have questions or require assistance

For further information about your StaffLink ID and password, please see the ‘Guide for students - NSW Health Student Online Accounts (StaffLink ID and Password)’ document.

How do I log into HETI Online?

2. Enter your StaffLink ID
3. Enter your password
4. Click Login
How do I find the mandatory training modules I need to complete?

Once you’ve logged into HETI Online, the mandatory training modules will be available on the My Online Learning section of your Home page. Any modules marked with a red flag MUST be completed.
How do I complete a mandatory training module?

On the **My Online Learning** section of your **Home** page click on the module’s name to open up the module.

On the Module Information page, click the **Play** button to play the module. The module will open up in a new window.
How do I know which modules I still need to complete?

You need to complete all modules that have a red flag. Once you complete a module, the module will disappear from My Online Learning. When you have no modules with red flags left in My Online Learning it means you have completed all the mandatory training modules.

How do I log out of HETI Online?

To log out of HETI Online, click Logout in the top right hand corner of the screen.
<table>
<thead>
<tr>
<th>Question</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>I have questions about my StaffLink ID</td>
<td><a href="mailto:EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au">EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au</a></td>
</tr>
<tr>
<td>I have questions about my temporary password</td>
<td><a href="mailto:EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au">EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au</a></td>
</tr>
<tr>
<td>I have questions about the email I received or didn’t receive with my StaffLink ID and password</td>
<td><a href="mailto:EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au">EHNSW-NHWLEALTHStudentOnlineAccounts@health.nsw.gov.au</a></td>
</tr>
<tr>
<td>I need to reset my password</td>
<td>State-Wide Service Desk 1300 28 55 33</td>
</tr>
<tr>
<td>I am having trouble logging into HETI Online</td>
<td>State-Wide Service Desk 1300 28 55 33</td>
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<tr>
<td>I am having trouble completing the modules on HETI Online</td>
<td>State-Wide Service Desk 1300 28 55 33</td>
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<tr>
<td>I have questions about my police check, code of conduct or immunisations</td>
<td>Education Provider</td>
</tr>
<tr>
<td>I have questions about my placement</td>
<td>Education Provider</td>
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