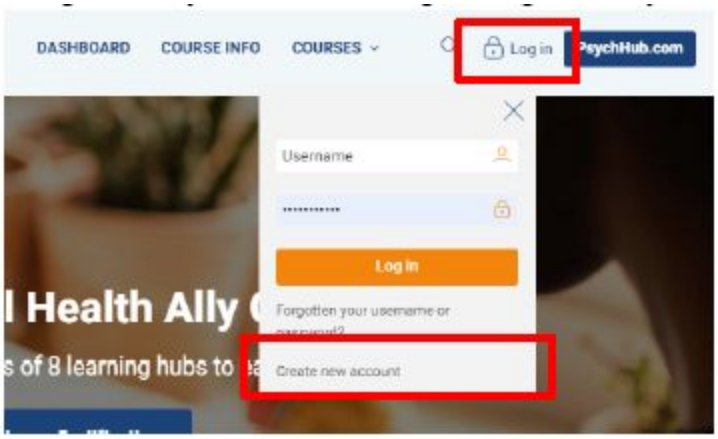
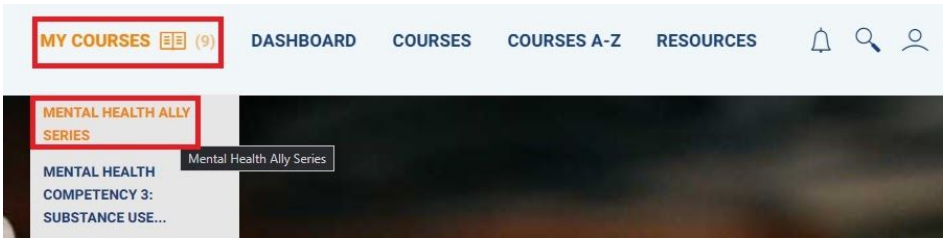
Learning Hub User Guide

To create your Psych Hub account and access our **Learning Hub** follow the instructions below.

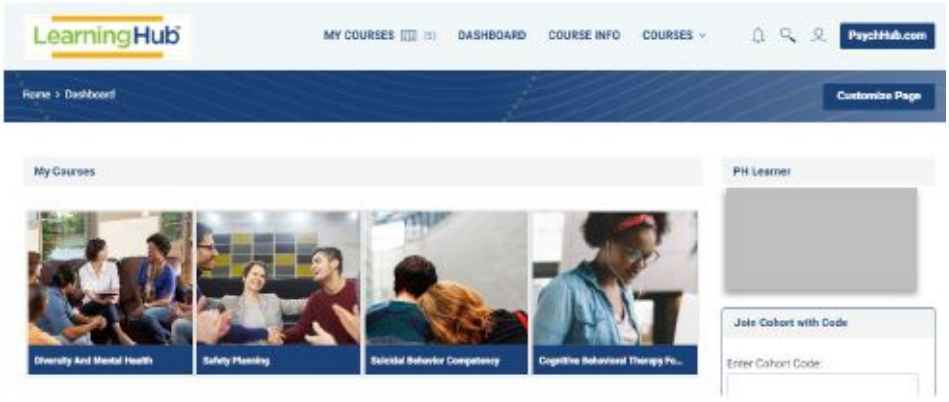
1. **How to join the Molina Healthcare Cohort Using a Cohort Code and access Psych Hub's Learning Hubs:**

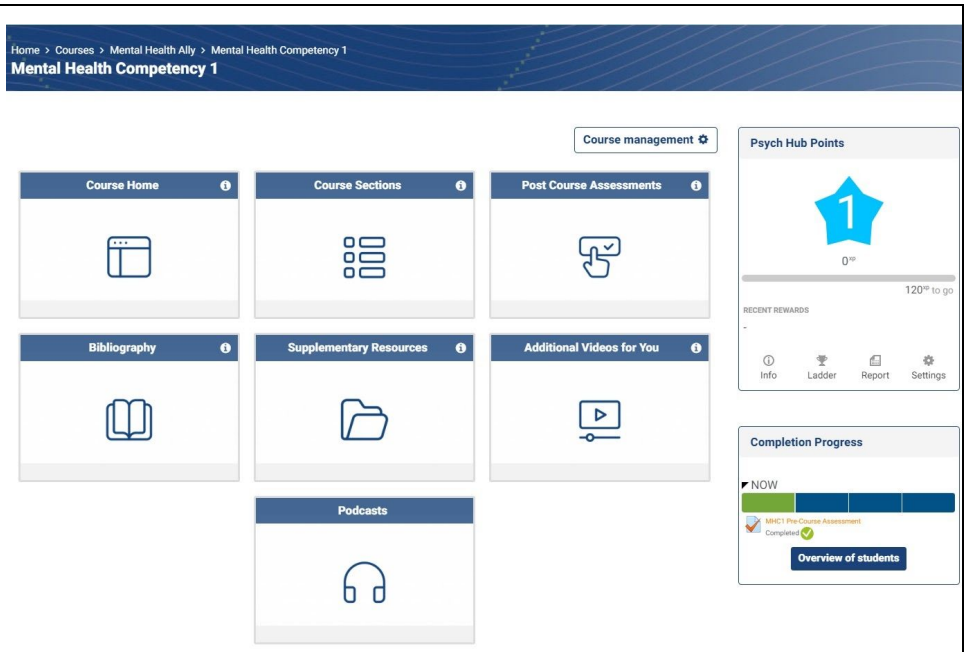
Order	Action
Step 1	Go to https://lms.psychhub.com/
Step 2	Create **a user account** by clicking Log In on the top right hand corner of the screen. Log in to Psych Hub's LMS. 
Step 3	Click the **Dashboard** button on the **navigation toolbar.**
Step 4	Scroll down on the right-hand side of the screen to the **Join Cohort with Code** block

Step 6	Enter **Cohort Code** and click the **Submit Cohort Code** button. Molina Healthcare **Cohort Code** for providers: sGDcuXXmQXZEGsu
Step 7	A **"Success"** message or a **"Code not Found"** message will appear
Step 8	When you receive the **Success** message, you will **automatically** be enrolled in **all** courses. To verify, check the available courses in the **My Courses** tab at the top of the screen. All courses will be shown in this drop-down menu. 

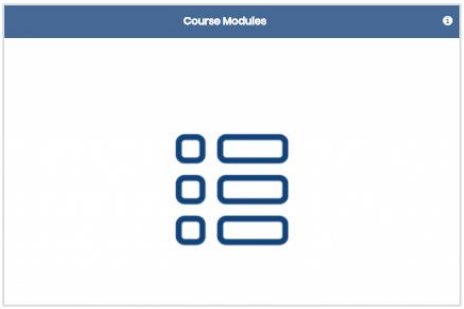
2. Navigating Psych Hub's Learning Management System

LMS Section	Components
Home	Top Navigation ● My Courses - List of courses user is enrolled in ● Dashboard - displays list of courses user is enrolled in and user information ● Course Info - detailed information about courses ● Courses - library of all Psych Hub courses

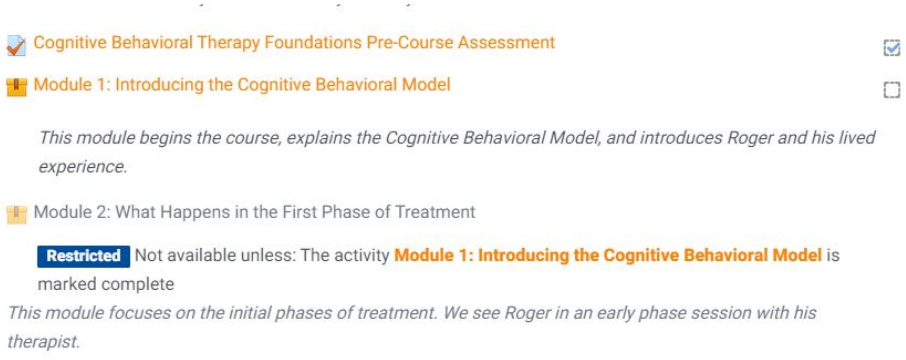
	
Learning Hub	Learner will see the icon blocks for each section of the Hub including: ● Course Home ○ Course Information ○ Meet the Experts - information on course authors, consultants, and contributors ○ Forum - a forum to share perspectives and learnings from the courses ● Course Modules ○ Pre-Course Assessment (as applicable per course) ■ To assess learner baseline knowledge. The learner is permitted one attempt. ○ Course Module ○ In most courses, a short Conclusion video plays after the final module ● Post Course Assessments ○ Post-Course Assessment ■ The learner is permitted unlimited attempts and must receive an 85% to pass the assessment ○ Participant Evaluation ○ Learning Hub Completion Certificate ■ A completion certificate will be emailed to the learner after completing the Participant Evaluation. ● Bibliography ○ List of all the references used in the creation of the course ● Supplementary Resources ○ Course-related educational material ● Additional Videos for You and/or your Clients ○ Course-related videos meant to supplement and expound on course module content ● Podcasts



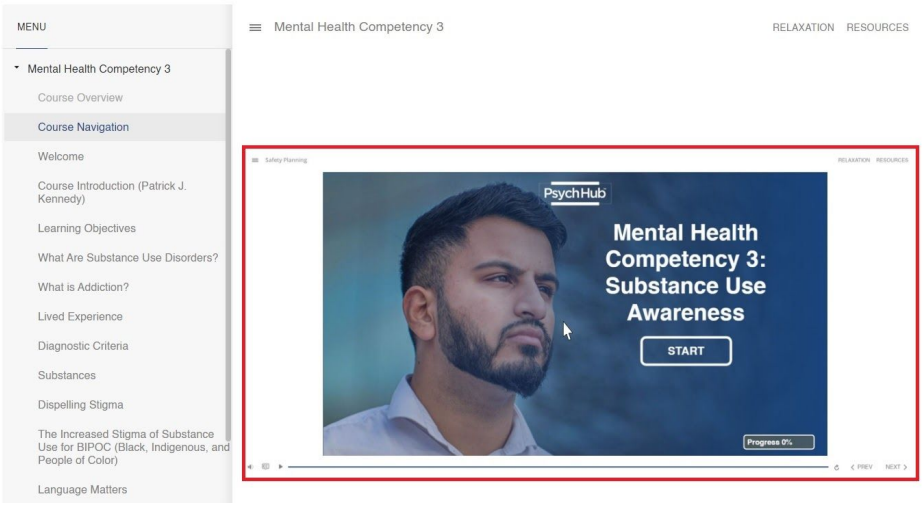
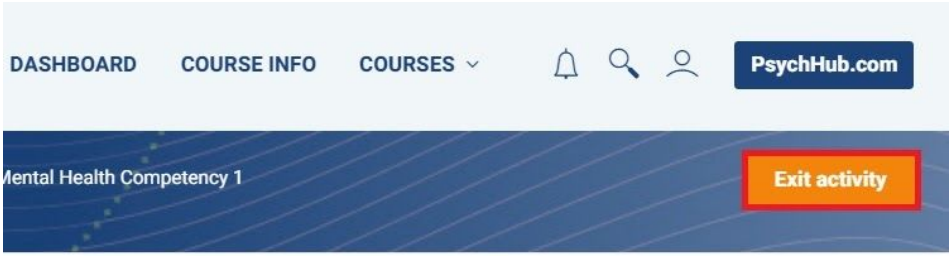
Course Modules

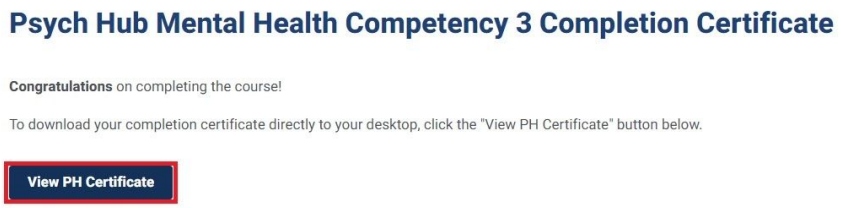


For some courses, when the learner enters the Course Modules section, they are required to take a **Pre-Course Assessment**. Learners are permitted one attempt before moving on to the Course Modules.



A short navigation tutorial will play before the course begins

	Mental Health Competency 3  After completing the first module, the learner must click the button on the bottom-right (seen below) to access the **next module** in the course. If there are no remaining modules, click the **Exit Activity** button at the top-right corner of the screen. --or-- 
Post Course Assessments	

	After the learner has completed all the Learning Hub (course) modules, they will take the **Post-Course Assessment**. The learner is allowed unlimited attempts to pass the assessment. They must receive a passing grade of **85% or higher**. After the Post-Course Assessment has been passed, the learner must complete the **Participant Evaluation**. It must be completed in order to receive a completion certificate for the course. After the Participant Evaluation has been submitted, the learner will receive an email with their course completion certificate. They also have the option to come back to the 'Completion Certificate' section of the course and click the 'View PH Certificate' button to download the certificate directly to their desktop. 
Cognitive Behavioral Therapy Certification - Certificate and Certification Project	Some courses, including the Cognitive Behavioral Therapy series, include the opportunity to obtain Psych Hub Certification. Once a learner has successfully completed the course, they will be presented with the option to pursue Psych Hub Certification. Please note that Psych Hub Certification is not affiliated with continuing education credit. The Certification Project is a special, post-course project where learners can obtain Psych Hub certification for creating and submitting a de-identified (PII and PHI is strictly prohibited) case study demonstrating that the information in the course is applied. Case studies must meet the following requirements: Case Study Requirements

	Case studies are assessed by the following criteria: Case Study Rubric Submissions must follow these instructions: PH Level Requirements and Submission Portal Instructions Learners can click the **Certificate Project Submission Portal** to begin the process. Instructions are included in the section.
Mental Health Ally Certification - Certificate and Badge	Once you have completed **all 8 courses** of the **Mental Health Ally Series** courses, you will receive a **certificate and Mental Health Ally Badge**. (1) ***Certificate*** - you will receive an **email** upon completion of all 8 MH Ally courses similar to receiving your certificates for individual courses (2) ***Badge*** - upon completion, you will also be granted a **Mental Health Ally badge.** This will be available to you in the learning platform in the **Manage Badges** section (https://lms.psychhub.com/badges/mybadges.php) You will also receive an **official copy** of your badge in an email that will be sent after completing the courses. You may post this badge on your LMS profile, email signature, or any professional platform.