

NRP 7th Edition

**Workshop and Online
Exam Guide**

Completing the Canadian Pediatric Society NRP

Online Examination, 7th edition[®]

March 8th, 2018

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Important to Know Before You Begin

1. It is ideal to register for an NRP workshop **CPS - Neonatal Resuscitation Program (NRP) with Advanced Mega code (Lessons 1-11)** at your own site, at least 3 months in advance.
2. It is recommended that you take the 8 hour workshop at your home site to practice with your own team and familiarize yourself with your own equipment and hospital processes.
3. Your Online NRP exam must be completed **prior** to attending the NRP workshop (within 30 days of workshop date)
4. **Cancellation period is minimum 2 weeks** prior to the workshop date so that those on the waitlist have time to study and prepare. If you do not attend a workshop that you are registered for you are considered a “No-Show”.
5. The new Learning Hub system allows you to register for an NRP workshop or add your name to a waitlist for a workshop- not both. Unfortunately once you have your name on an NRP list the system will not let you see any other classes that are available.
6. You are responsible for any workshop that you are registered or on the waitlist for. If you are on a waitlist, watch your email and attend the workshop if you are admitted- **even if that is 48 hours prior to the class.**
7. All workshops in Fraser Health focus on the **7th Edition of the NRP textbook beginning October 1st, 2017**. More information is available at www.fraserhealth.ca/NRP
In **preparing for this workshop** you must:
 - **Read** 7th Edition NRP textbook,
 - **Write** the Canadian NRP Online Examination 7th Edition within 30 days of your 8 hour NRP workshop **and bring your printed Certificate to the workshop**. You can find the exam on the Healthstream website using the Fraser Health link provided in this guide.
 - **Read** the [Perinatal Services BC: Provincial Perinatal Guidelines Standards for Neonatal Resuscitation](#). Please note: Fraser Health NRP workshops follow the PSBC guideline. Pay particular attention to section 4 for the management of IPPV and MRSOPPA.
8. Team members who have attended NRP in the past are expected to be competent using the resuscitative devices that are used every day in the workplace. If you cannot demonstrate proficient skill providing PPV using a T-piece, flow-inflating bag or self-inflating bag by the end of your workshop then you will not successfully complete your class and will be expected to complete a follow-up session or another workshop. Please practice “bagging” using the equipment that you use on a regular basis prior to attending NRP.
9. NRP is a full day and all participants should expect to be in class until the scheduled end time.

Register for an NRP class using the Learning Hub

1. Go to <https://learninghub.phsa.ca/> or you can search “Learning Hub” to find the course registration system that we use to register for Fraser Health NRP classes. You may already have an account in this system if you previously had a CCRS account. CCRS has now moved over to the Learning Hub.
2. Create a Learning Hub account if you do not already have one. You will need your professional information to create a profile (employee number etc.)
3. **Your Learning Hub profile must name Fraser Health as your health authority if you want to register for our NRP classes on the Learning Hub.** If you work at Fraser Health along with other health authorities there is a possibility that you will need more than one Learning Hub profile.
4. Go directly to the list of workshops using this link
<https://learninghub.phsa.ca/Courses/11656/cps-neonatal-resuscitation-program-nrp-with-advanced-mega-code-lessons-1-9>
5. Please ensure that your email address and personal information in your Learning Hub profile is correct. Use the email address that you check frequently- for most people this is your home email address. You will receive email notifications regarding your workshop. For staff who participate in Violence Prevention classes using your Fraser Health email address is preferred but the Learning Hub system does give you the option to add an additional email address that can be used to receive email notifications regarding your classes.

Read before you begin your Online exam

****You will need: A computer, a printer, the NRP 7th edition textbook, and this guide****

1. This Online Exam Guide and additional required reading is available on the Fraser Health NRP website at www.fraserhealth.ca/NRP - please read in its entirety prior to writing the exam.
2. Fraser Health requires all staff working in NICU and Perinatal (**Physicians, Registered Midwives, Registered Nurses, Residents, and Respiratory Therapists**) to **pass lessons 1 through 11.** (advanced)
3. If your NRP 8 hour workshop is cancelled by the instructor the course will be rescheduled and the 30 day grace period will be extended for an additional 30 days.
4. NRP workshops will be offered at all sites monthly or every other month depending on registrants/site.

Required Reading:

1. The 7th Edition NRP textbook.
2. Perinatal Services BC: Provincial Perinatal Guidelines Standards for Neonatal Resuscitation
<http://www.perinatalservicesbc.ca/health-professionals/guidelines-standards/newborn>
Please pay particular attention to Section 4 as this sequence is slightly different than the textbook and Fraser Health NRP workshops follow the PSBC guideline.

Using HealthStream

HealthStream is a secure website that will allow you to access and complete this exam prior to attending the 8 hour workshop. HealthStream is a US based company and the information you place into the system will be stored on their secured servers.

We recommend that you use the [Google Chrome](#) browser when accessing this online exam.

Self-Registration

1. Go to internet and type in the address below into the address bar (**do not use a search engine, such as google, yahoo, ask**)
2. <http://www.healthstream.com/hlc/fraserhealthca>
3. **If you have never used Healthstream to write and NRP exam then follow the directions below:**
 - a. Click the link: **First time users click here**
 - b. Enter your **Last Name**.
 - c. Enter your **First Name**.
 - d. Enter a **User I.D.:** your Fraser Health email address.
 - e. For example: jane.smith@fraserhealth.ca
 - f. Enter a **Password**. Your password is case sensitive. This password will not change so it is ideal if you use something that you will remember in 2 years when you need to write the exam again.
 - g. Enter your email address.
 - i. Select your department. This is done by profession in Fraser Health
 - ii. Registered Nurse
 - iii. Registered Midwife
 - iv. Physician
 - v. Respiratory Therapist
 - vi. Resident
 - h. Click **Submit**. Your Healthstream student record is now created
4. **If you have accessed a FH NRP exam here before** you can use your previous account as your password and user name will be the same.

Exam Enrollment

You need to self-enroll in the exam from the catalog tab

1. Log into HealthStream. **My Learning** page will appear
2. Click **Catalog**
3. Search **NRP**
4. Click Canadian **NRP Online Examination, 7th Edition**
5. Click **Enroll in this Course**
6. Click the first Learning activity name to launch the course
 - Instructions for the NRP Exam
7. The follow the prompts on the page

Exam Navigation

Once all parts of the exam are passed, the exam is complete.

1. There are 4 steps to completing the exam but only 2 Exam sections comprised of 25 questions each.
2. You must receive a score of 80% on each section to pass (20/25).
3. Once you have completed the section click on **Complete Test**.
**** Do not close the test without clicking "Pause test"- if you do, the test will be scored and you will have to start over when you return to the test. If you need to leave the test for any reason before completing it- click on Pause test at the bottom of the page.** This will allow you to resume the test at another time.
4. You may skip questions on the page and scroll back up to complete it later. You may not leave a question blank- if you click Complete Test and have questions that have not been answered you will be prompted to choose an answer.
5. You may change answers on any question before the section is submitted.
6. Click on the submit button to submit the final answers for scoring.
7. If you pass a section, you are able to see the questions that were answered incorrectly and the chapter of the textbook that contains the correct answer.
8. If you did not pass the test you will see all of the questions that you answered incorrectly and will be able to retake the test or exit the test at the bottom of the page. You may retake each section as often as necessary to complete the exam.
9. Once the first section is completed you will be able to move to section 2.
10. **Once the exam is passed, you have 30 days to take the NRP workshop (8 hours in length).**
11. If you do not complete the NRP Provider course within 30 days of completing the online exam, the online exam becomes invalid. If there are circumstances beyond your control that prevents you from completing a workshop within the 30 day time period, you must speak to your **Site NRP Lead** to request an extension.

*****The 30 day period starts the day you complete the exam*****

You need to show proof of passing the exam to the instructor on the day of or prior to coming to the 8 hour workshop day, if you do not **you will not be allowed** to take part in the workshop day.

What happens if I fail a section?

- If you fail a section you must repeat it until successful – there is no longer a fee associated with rewriting a section of the exam.

What happens if I do not successfully complete all of the components of my 8 hour workshop?

- NRP workshops are very robust and the day is very content heavy. From time to time we have participants that are not able to complete all of the required elements during the class. We follow the same steps for all participants regardless of professional discipline.

Participant unsuccessful:

1. Neonatal Resuscitation Program Follow-Up form is completed and signed by the instructor and the participant.
2. The participant has 2 weeks to connect with an NRP instructor from their own site and successfully complete the elements of the class that were unsuccessful for them. The vast majority of the time this is all that is needed.
3. In the event that someone cannot complete all elements successfully they must repeat the NRP workshop.

How do I find my Certificate?

- Your certificate will appear when your exam is complete and it must be printed to show the instructors at your workshop. Unfortunately it cannot be saved as a PDF or word document and emailed to anyone- it will be saved as a link that can only be seen once you have signed into your Healthstream account.
- You can find your certificate on your Healthstream homepage right after you sign in. Click on the tab at the top “Completed”.

Troubleshooting

Healthstream

If you are having difficulty logging into Healthstream after following these instructions it may be one of the following issues:

1. You have forgotten your password. Contact the NRP coordinator listed below as this is the only person that can reset your password.

Patti Hanson CNE
NRP coordinator for Fraser Health
patricia.hanson@fraserhealth.ca

2. Internet Explorer (IE) 10 Compatibility with the HealthStream Learning Center (HLC)
If you are using IE 10, the browser must be set to 'Compatibility Mode' when accessing the HLC. Be advised that if the browser is not set to compatibility mode, SCORM courses will not retain student progress. HealthStream is aware of these issues in using IE 10 with the HLC and is



working to resolve those as soon as possible. Until that time, using IE 10 in Compatibility Mode will resolve the issue. If you are using Windows 8 the browser must be set to Desktop view and not the Metro view. To set IE 10 to compatibility mode, launch the browser. In the address bar, click on the

Compatibility Mode icon located to the right (circled). Clicking the icon again turns off Compatibility Mode.

NRP Card

Your NRP card will arrive to the email address you provided to your NRP instructor approx. 2-3 weeks after your workshop.

1. Here is an example of the email you will receive:

Hi (User's Name),

Congratulations, our records show that you have completed the NRP Provider course.

As an NRP Provider you will have access to your Provider card, and up-to-date information about Neonatal Resuscitation.

To access the database and to view/print your card, please use the following information:

<http://www.cps.ca/en/nrp-prn/database-login> and click on "Forgot your password".

It will then ask you to enter your email address. Once entered, you will receive another email to confirm a new password. Upon confirming your password, you will be asked to enter your User ID (ID found below) with your new password.

Username: [Add User ID]

**** You can update your password at any time by clicking on the "forgot your password" link.**

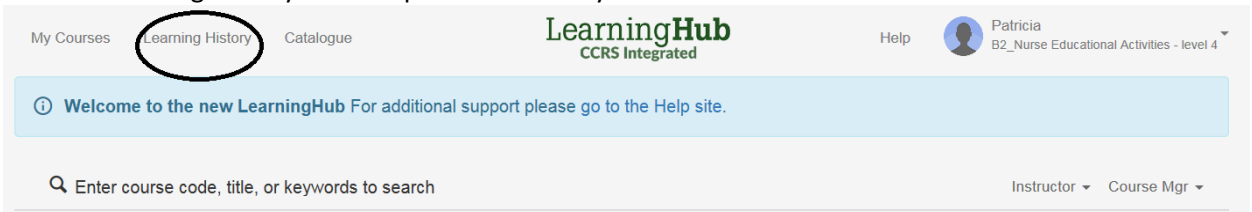
2. If your email does not arrive within 1 month of your class it may have gone to your junk mail.
 - Make sure that you are using Google Chrome or Safari (never Internet Explorer) this may mean that you have to copy and paste the link as the Fraser Health computers will always open in Internet Explorer.
 - Click on/copy and paste the following link <http://www.cps.ca/en/nrp-prn/database-login> and then click "reset/forgot your password"
 - Contact Jaime or Danielle directly at nrp@cps.ca and they'll be more than happy to resend them an email.

***** They will need to enter the same email address that was originally provided by you. ****

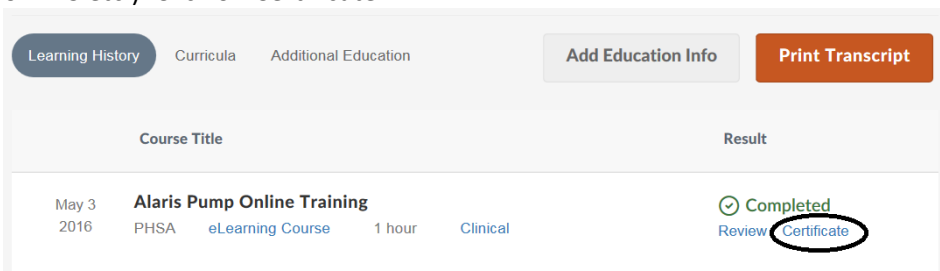
Learning Hub Record of Completion

If you require more proof of attending this class or you require proof of completion prior to your NRP card arriving in your email, you are welcome to print a Record of Completion from your Learning Hub profile.

- Go to PHSA Learning Hub <https://learninghub.phsa.ca/Learner/MyCourse>
- Sign in with your User Name and password
- Click on Learning History in the top Left corner of your screen



- Look down the page to find the course you would like to print a Record of completion for (NRP or FHS etc.). Click on Certificate.



- Click on the Certificate button on the right side of the screen.
- From there you can either print it or save it and send it by email.

For all other concerns please contact your site Educator or Patti Hanson CNE
NRP coordinator for Fraser Health
patricia.hanson@fraserhealth.ca