

HIPAA Training Instructions

1. Log into the Emory Learning Management System (ELMS) at <http://elmprod.emory.edu>. You should use your Opus username and password to sign in.
2. Select "Browse Catalog"
3. Select "Office of Research"
4. Locate the following modules
 - a. **HIPAA in a Hurry (210001)**
 - b. **HIPAA Security (210003)**
5. For each module, click on "Enroll"
6. Click on "Submit Enroll" button
7. Click the "Launch" button.
8. Click the "Launch" button on the next page.
9. Complete the course you've selected.
10. Complete and print the assessment
11. Submit a copy of this assessment page with all of the other compliance documents. Please be sure to include your first and last name on the copy you submit.