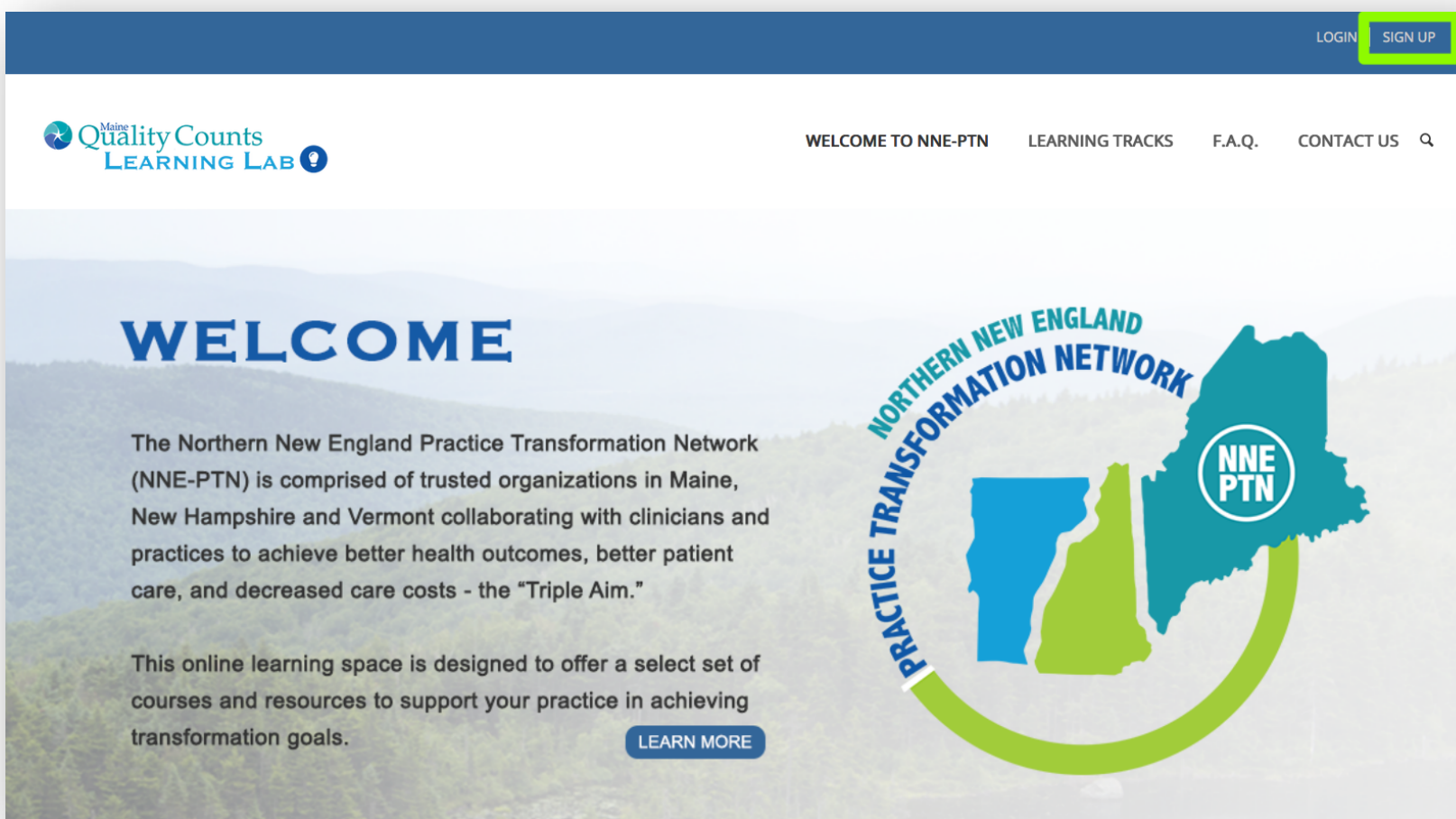


REGISTERING with QC LEARNING LAB

1. Go to: www.qclearninglab.org.
2. In the upper right corner of the home page, click the **SIGN UP** link.



REGISTERING with QC LEARNING LAB (continued)

3. Complete the fields listed on the Registration form.
4. Be sure to document your username and password separately to assist you in recalling it when needed.
5. Click the **COMPLETE SIGNUP** button at the bottom.

Meine Quality Counts
LEARNING LAB

WELCOME TO NNE-PTN LEARNING TRACKS F.A.Q. CONTACT US 🔍

Registering for this site is easy. Just fill in the fields below, and we'll get a new account set up for you in no time.

ACCOUNT DETAILS

Username (required)
Member Username

Email Address (required)
member@youremail.com

Choose a Password (required) STRONG **Confirm Password (required)**
.....

PROFILE DETAILS

Name (First Last) (REQUIRED)
Member
This field can be seen by: Everyone

Practice/Organization Name (REQUIRED)
Username
This field can be seen by: Everyone

Practice/Organization Location (State) (REQUIRED)
ME
This field can be seen by: Only Me

Practice/Organization Type (REQUIRED)
PTN Partner Organization
This field can be seen by: Only Me

Practice/Organization Specialty Type (REQUIRED)
N/A - Not a Specialty Practice
This field can be seen by: Everyone

Practice/Organization Role (REQUIRED)
Clinician/Practitioner
This field can be seen by: Only Me

COMPLETE SIGN UP

Complete the form, then click **COMPLETE SIGN UP**.

NAVIGATING THE SITE

After you register or anytime you login to QC Learning Lab, you will be directed to the All Courses page.

Use these areas to navigate your way around.

1. The Main Menu – You can get to any page from here, using the drop down selections.
2. All of the courses in the QC Learning Lab are shown on this page. On the bar, if you select:
 - ALL COURSES – You will see all of the courses.
 - MY COURSES – You will see a list of the courses you have started or completed.
3. The course options. If you click a course title, you will be directed to the corresponding course description page.

The screenshot displays the QC Learning Lab website interface. At the top, a blue header contains the 'Quality Counts LEARNING LAB' logo and a 'MEMBER' status indicator. A green box labeled '1' highlights the main navigation menu with links: 'WELCOME TO NNE-PTN', 'LEARNING TRACKS', 'F.A.Q.', and 'CONTACT US'. Below this, the 'All Courses' section is visible, with a green box labeled '2' highlighting the course filter bar showing 'ALL COURSES 2' and 'MY COURSES 0'. A search bar and a 'Select Order' dropdown are also present. The main content area, highlighted by a green box labeled '3', lists two courses: 'The PTN Basics' and 'Using the Practice Plan Tool'. Each course entry includes a thumbnail image, a star rating, the number of reviews and students, a brief description, and the instructor's name, 'PIETER TRYZELAAR'. The footer of the page indicates 'COPYRIGHT 2016, MAINE QUALITY COUNTS'.

STARTING A COURSE

When you click a course title, you will be directed to the corresponding Course Description page.

To start a course, click **START COURSE**. Then follow the directions on the Course Instructions page to complete the course.

Quality Counts LEARNING LAB

WELCOME TO NNE-PTN | LEARNING TRACKS | F.A.Q. | CONTACT US

Using the Practice Plan Tool

This learning module is intended for NNE-PTN Practice Facilitators and Quality Improvement Coaches from partner organizations. It provides an overview of the newly developed Practice Plan Tool.

The Practice Plan Tool is designed to assist Practice Facilitators and QI Coaches with facilitating the transformation process. The Practice Plan Tool collects all essential information in one location and can be used to document transformation activities and meeting notes. It also produces a customizable summary document that can be shared with practices. The summary document lists milestones by phase and score and provides current score descriptions, associated TCPi drivers, and the specific actions required to improve the scores from 0 to 1, 1 to 2, and 2 to 3. The goal of this learning module is to provide Practice Facilitators and QI Coaches with the knowledge and skills needed to effectively use this tool with their practices.

Learning Objectives

At the conclusion of this module, participants will gain proficiency and understanding in how to:

- Use the Practice Plan Tool.
- Properly import PAT data into the Practice Plan Tool.
- Create vision statements aligned with the 7 Overarching TCPi Project Aims, following the steps involved in using the Practice Plan Tool.
- Use the Practice Plan Tool to set aims and measures.
- Set target completion dates and notes.
- Use the Practice Plan Tool and Summary to plan systematic and continuous transformation activities.
- Understand how to properly format the Practice Plan Summary for printing and saving as a PDF.
- Access and utilize the additional resources located on the supplemental tabs in the Practice Plan Tool.

Intended Audience

This learning module is intended for NNE-PTN Practice Facilitators and Quality Improvement Coaches from partner organizations.

Module Structure

This learning module is self-paced and participants can work through the materials at their own pace.

Duration & Fee

- Estimated Time to Complete: 1 hour
- Registration Fee: FREE

Hardware/Software Requirements

- Computer with Internet connection
- Current version of Chrome, Firefox or Safari browser. You must have javascript enabled.

Contact Information

If you are having technical problems (video freezes or is unplayable, can't mark a unit as complete, etc.) you can submit a [Help Request](#) to the QC Learning Lab Team.

COURSE CURRICULUM

Course Units

START COURSE

UNLIMITED ACCESS

COURSE CERTIFICATE

Using the Practice Plan Tool

★ ★ ★ ★ ★ (0 REVIEWS)

11 STUDENTS

HOME

ACTIVITY

EVENTS

DRIVE

COURSE UNITS

- UNIT 1: INTRODUCTION TO THE PRACTICE TOOL
- UNIT 2: IMPORTING SCORES
- UNIT 3: CREATING THE VISION STATEMENT
- UNIT 4: SETTING AIMS AND MEASURES
- UNIT 5: SETTING TARGET COMPLETION DATES
- UNIT 6: USING THE PRACTICE PLAN SUMMARY
- UNIT 7: THE SUPPLEMENTAL TABS

BACK TO COURSE

FINISH COURSE

Course Instructions

Welcome to this course!

If this is the first time you are taking a course on the QC Learning Lab, please review the instructions provided below. (Click the + icon next to the title to expand the contents.)

If you have any questions, please don't hesitate to email us.

- + How to Start This Course
- + The Course Page Features
- + How to Complete a Course Unit
- + How to Step Away from this Course
- + How to Continue a Course
- + How to Finish a Course

START COURSE

LOGGING OUT

When you are done taking a course, rather than just closing the browser window, it is best to get into the habit of logging out of the QC Learning Lab.

To log out:

1. Click your username in the header.
2. In the drop-down, click **LOGOUT**.

NOTE: You can immediately return to any courses you started the next time you login by clicking the COURSES option.

The screenshot displays the QC Learning Lab interface. At the top right, a blue header bar contains a 'MEMBER' button. Below this, a teal sidebar menu is visible, featuring a user profile icon, the text 'MEMBER', and options for 'View profile' and 'LOGOUT' (highlighted with a red box). The main content area shows 'All Courses' with a search bar and a list of courses. Two courses are visible: 'THE NNE-PTN BASICS' and 'Using the Practice Plan Tool'. The 'Using the Practice Plan Tool' course is highlighted with a red box. The footer of the page indicates 'COPYRIGHT 2016, MAINE QUALITY COUNTS'.