



Connect Care

Register & Submit EUPAs

Tip Sheet

EUPA Overview

End User Proficiency Assessment (EUPA) are multiple-choice tests designed to evaluate an end user's knowledge following Connect Care Training.

To gain access to the Epic system, end users must achieve a minimum score of 80% on the associated EUPA.

- **If you pass (score of 80% or higher):**
No further action is required. You can continue to practice in the Epic PLY/PLY2 environments prior to working in the Connect Care (Epic) system.
- **If you do not pass (grade below 80%):**
You will need to retake the EUPA.



Users may require access to the **Citrix** application and the **PLY** environment to complete the **EUPA**.

If access to the **PLY** environment is needed, the **EUPA** should be completed on an AHS-issued device.



Epic – Nursing Student – Base Training EUPA does not require access to the **PLY** environment.

Registering for the End User Proficiency Assessment (EUPA)

EUPA Registration is done in the **MyLearningLink (MLL)**.



Before registering for the **EUPA**, you must complete the **On Our Best Behavior (OOBB)** prerequisite.

Validate Connect Care Role and EUPA

Before attempting the EUPA, learners must ensure they have the Connect Care role assigned. This helps prevent delays in submitting the EUPA, receiving results, and gaining access to Epic.



Missing a Role? Contact your manager or instructor to request a role assignment.

How to Validate Your Role in MLL:

1. Log in to [MyLearningLink](#).
2. Open the **Required By Role** tab.
 - a. Review your assigned **Connect Care Role(s)**.
 - b. Click the **Track** number to identify the EUPA you need to complete.
3. Scroll to the **Assessment – EUPA** section.
4. Click **Register** to view the course description.

Learning Home

What's New My Courses Completed Approval List Required Organizational Learning **Required By Role** 2

▲ Role: Nursing Student - Base Training a

▲ Track 1 b

eLearning
Complete these interactive videos to meet role requirements.

Course Name	Status	Course Completion	Action
Required Organizational Learning (ROL) - InfoCare - On Our Best Behaviours	Complete	06/20/2023	✓

Assessment - EUPA
Complete the EUPA within MyLearningLink for Connect Care access. 3

Course Name	Status	Course Completion	Action
Epic - Nursing Student - Base Training EUPA			4 Register

1. In the **EUPA Course Details** window, click **Register** > **OK**

Epic - Nursing Student - Base Training EUPA

Mobile Ready - No
Description - End User Proficiency Assessment. Available upon completion of the corresponding Instructor Led Training (ILT) Course.

Session	Date	Location	Site	Details	Enrolment	
10001	Wed Apr 30, 2025 8:00AM - Fri Apr 30, 2027 4:00PM	Online	Online	Session Details	145 out of Unlimited	Register

2. In the popup window, click **OK** for yes.

Note: You must be marked as complete for training before the **EUPA** becomes available for registration.

Completing the EUPA

1. Return to the **Required By Role** > **Assessment – EUPA** section.
 - a. Click **Start** to begin the EUPA.
 - i. Tip: You may need to refresh your screen for the **Start** button to appear.

Learning Home

What's New My Courses Completed Approval List Required Organizational Learning **Required By Role**

▲ Role: Nursing Student - Base Training

▲ Track 1

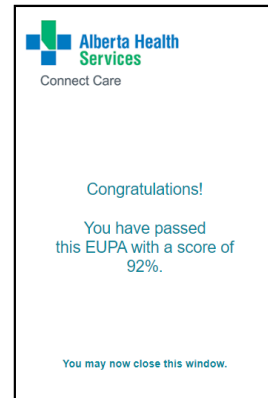
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Course Name	Status	Course Completion	Action
Required Organizational Learning (ROL) - InfoCare - On Our Best Behaviours	Complete	06/20/2023	✓

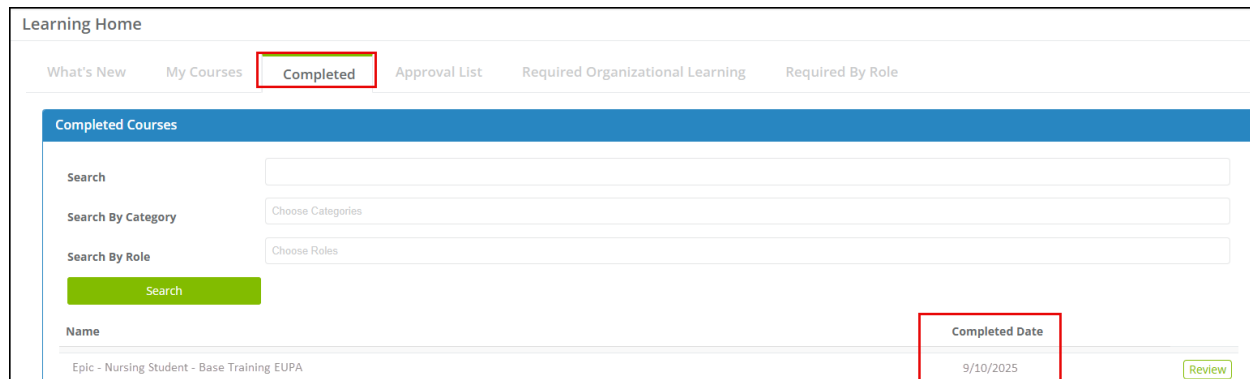
Assessment - EUPA
Complete the EUPA within MyLearningLink for Connect Care access.

Course Name	Status	Course Completion	Action
Epic - Nursing Student - Base Training EUPA			Start

1. A new window will open with multiple-choice questions.
 - a. Follow the instructions and complete the assessment.
2. After completing the EUPA:
 - a. Wait for your final grade to appear.
 - i. Do not close the window until your grade is displayed.



3. Once your grade is shown:
 - a. Go to the **Completed** tab to verify successful completion.



Nursing Student Roles – Specific Information

****Have you completed the EUPA?****

1. Log in to **MyLearningLink**
2. Check your Track 1
3. You should see a **green checkmark** beside "Epic - Nursing Student - Base Training EUPA"

Action
✓
4. If you see a **Register** button, register and complete this EUPA before you will be given access to the system.

Register
5. If you see a **View** button, you must complete Base ILT.

View

1

Support

If your **EUPA** does not show a completion date in the **Completed** tab:

Contact My Learning Link Support at: HelpMyLearningLink@AHS.ca.

In the **Subject Line**, type: **EUPA Move to Pass**

Provide the following information:

- Your Name
- Email address
- Course Name
- Session Number
- Final Grade (%)