

# Placing Coordinator Connect Care Onboarding Guide

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## Section 7: Resources

### SEUPA Resources

[SEUPA Student FAQ](#)

[Register & Submit SEUPAs](#)

### Connect Care Resources

- **Connect Care Website:** [Connect Care - Post-Secondary Institutions, Regulatory Colleges & Professional Associations Resources](#)
- **Connect Care FAQ:** [Connect Care for Students and Our Post-Secondary Institution \(PSI\) Partners FAQ](#)
- **Connect Care Student Onboarding Workflow:** [Student Onboarding Workflow](#)
- **Guide to Email Encryption:** Student/instructors **will receive an email from Microsoft with information on how to access the encrypted message.** If the recipient is using a Microsoft based email system (Office 365, hotmail.com, outlook.com, or live.com) then the message will be automatically decrypted, and no further action is required from the recipient. If the recipient is using any other email system (examples: @gmail.com, @shaw.ca) they will be presented with an option to request a one-time passcode to view the message.
- **Connect Care User Guide Video:** <https://www.youtube.com/watch?v=mnWhGwgalqw>
- **Automation Video for Placing Coordinators:** [IT Provisioning - Information for Receiving Agency Automation - Video](#)

### Connect Care Glossary of Definitions

- Instructor - Clinical Group Instructor (on site)
- PITS - Provincial IT Spreadsheet
- PC - Placing Coordinator
- ILT - Instructor Led Training
- PSI – Post-Secondary Institute
- RC – Receiving Coordinator
- PED- Practice education Consultant
- IAM – Identity & Access Management

Additional guidance regarding student placement processes is available as follows:

Questions / issues related to:	Contact
Student placement processes	Receiving coordinator (AHS or affiliate)
HSPnet functionality	HSPnet Knowledge Base
Questions related to student/instructor roles	<a href="mailto:ConnectCare.StudentRoles@ahs.ca">ConnectCare.StudentRoles@ahs.ca</a>
Questions related to ILT schedules	<a href="mailto:Connect.CareLearning@albertahealthservices.ca">Connect.CareLearning@albertahealthservices.ca</a>

