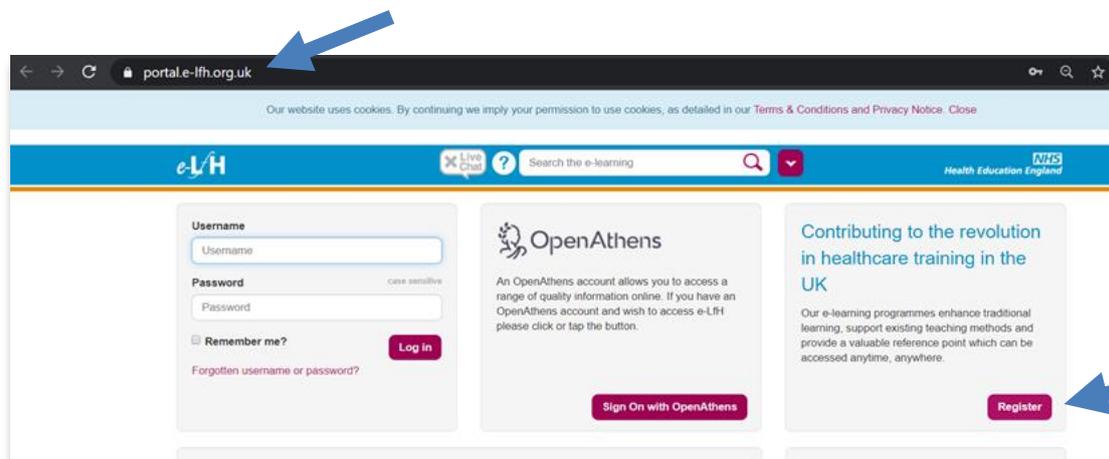


User guidance for registration onto Health Education England's e-learning for healthcare (e-LfH)

This guidance is to support users in registering on the e-LfH online training hub, so you can access the Care Certificate Assessors learning course.

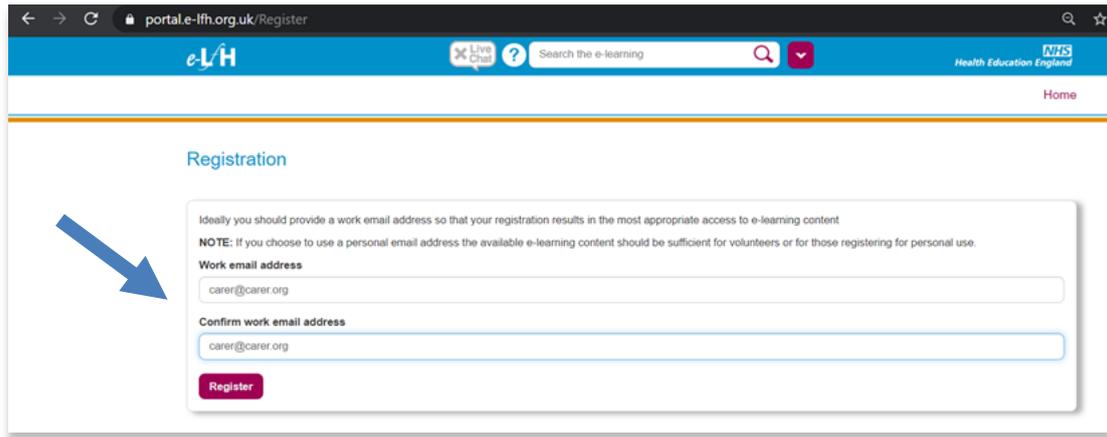
Step 1

Open your web browser and visit the e-LfH training portal at <https://portal.e-lfh.org.uk> (you can also click on this link). Then click the **'Register'** button.



Enter your email address in the first box and confirm it in the second box. Then click the **'Register'** button.

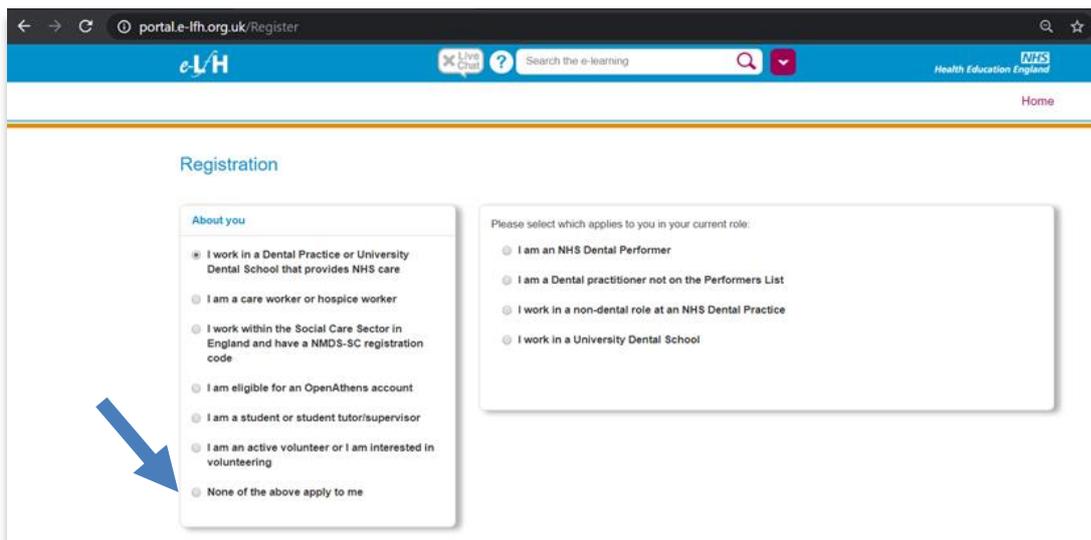
To access the Care Certificate e-learning course, you can register with any email address (you can use a work or personal email address, you do not need an NHS email address).



Step Two

In the 'About You' section, select the option that best describes you.

Health Education England have advised that the easiest way for someone to register as an individual to the e-LfH Hub — is to select '**None of the above apply to me**' on the registration page. You will still be able to access the portal and Care Certificate course through this option.



If registering through the above option move to **Step 4**.

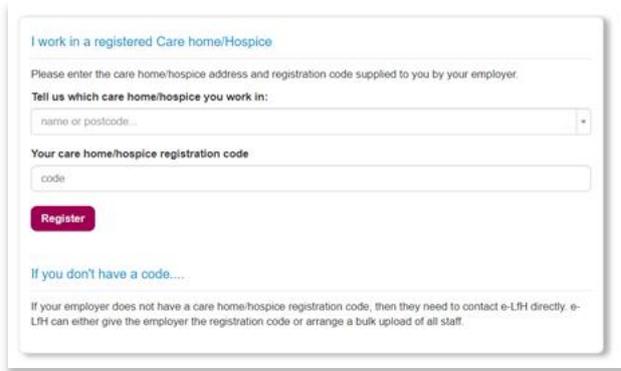
If applicable you could register through 'I am a care worker or hospice worker' option. If you choose this route move to **Step 3**.

Step 3

- Care home worker or hospice worker

You will need to provide your corresponding care home/hospice home name and registration code, and then click the **'Register'** button.

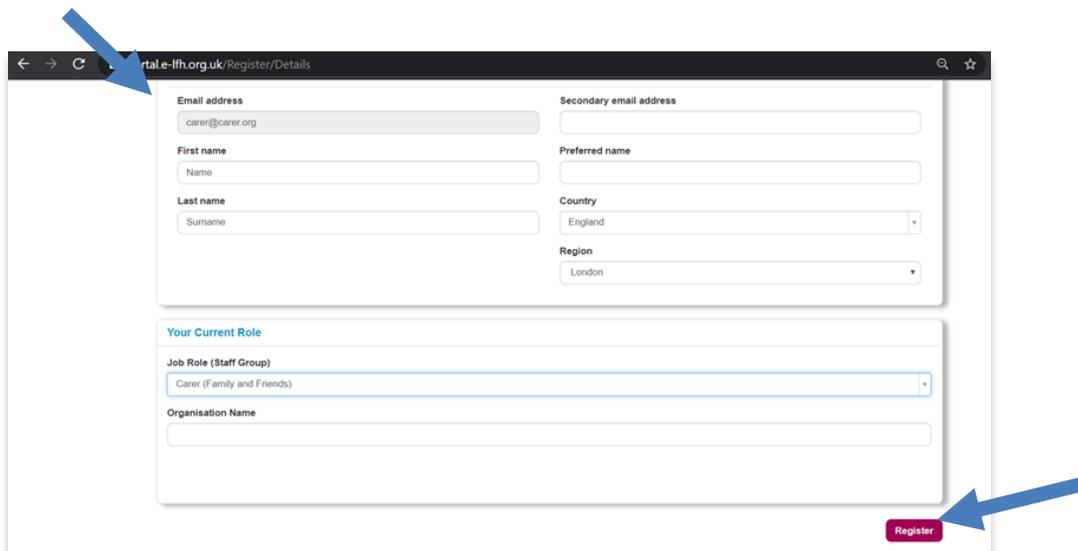
If you do not have a code, please email: support@e-lfh.org.uk.



The screenshot shows a web form titled "I work in a registered Care home/Hospice". It includes a text box for "name or postcode...", a text box for "code", and a pink "Register" button. Below the form, there is a link "If you don't have a code..." and a note: "If your employer does not have a care home/hospice registration code, then they need to contact e-LFH directly. e-LFH can either give the employer the registration code or arrange a bulk upload of all staff."

Step 4

Input your information and role details then click **'Register'**.

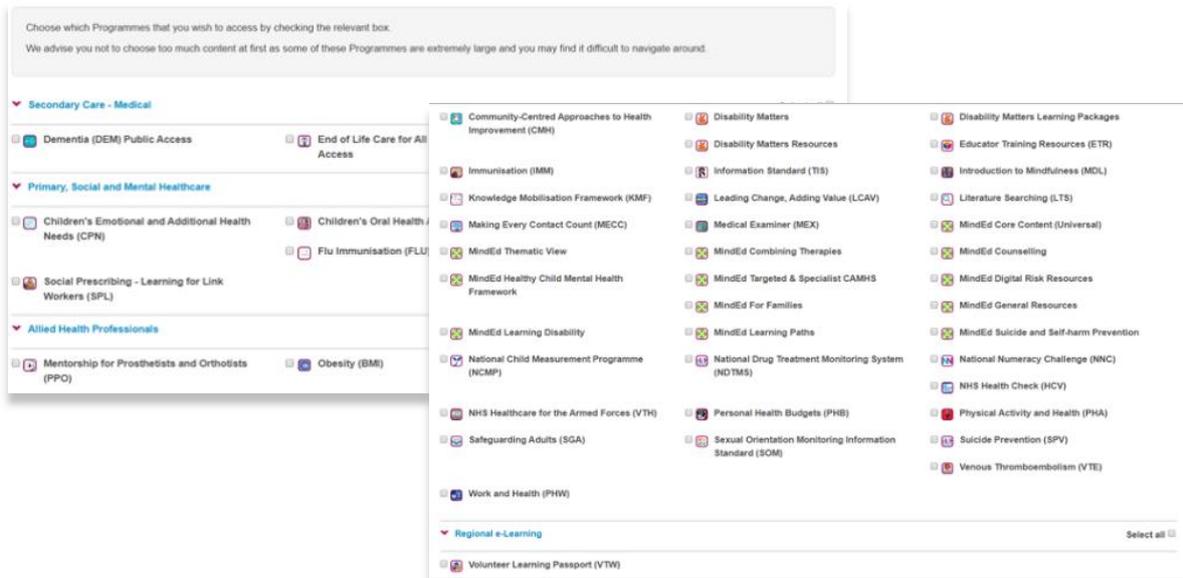


The screenshot shows a browser window at "portal.e-lfh.org.uk/Register/Details". The form contains fields for "Email address" (pre-filled with "carer@carer.org"), "Secondary email address", "First name", "Preferred name", "Last name", "Surname", "Country" (pre-filled with "England"), "Region" (pre-filled with "London"), "Job Role (Staff Group)" (pre-filled with "Carer (Family and Friends)"), and "Organisation Name". A pink "Register" button is located at the bottom right. Two blue arrows point to the browser address bar and the "Register" button.

Step 5

You will receive email confirmation following your registration which will provide details of your username, a web link to set your password, and details for support.

The email confirmation sometimes takes a short while to arrive. Follow the instructions to finalise setting up your account. You will now be able to view the available courses as an enrolled user on the portal.



Congratulations, you are now registered on the e-Learning for Healthcare hub!

Please see [Accessing the Care Certificate Assessors course User Guidance](#) for next steps.

If you are having any problems with registration, please contact: support@e-lfh.org.uk