

## ***Guide to Course Navigation and Completion***

### Registration

To login and register, go to our Web site: [www.fojp.com](http://www.fojp.com)

Move your cursor over: Online Education for Healthcare Professionals (in the middle of the page), then Click on the third dropdown choice: **[OB Professionals – Fetal Heart Monitoring Interpretation]**.

Read the education program details and click on the link **[Enter course registration page]** at bottom of page to continue to the course registration and login page.

To register as a New User, enter your hospital-specific keycode in the space on the left side of the screen.

Keycodes by Hospital (enter as indicated for your particular hospital):

- BethIsrael\_FHM
- BronxLebanon\_FHM
- Maimonides\_FHM
- Montefiore\_FHM
- MountSinai\_FHM

You must include all registration information. Please make sure your medical or nursing license number and e-mail address are entered accurately. These will be your unique identifiers. This information is required by our CME provider, the Mount Sinai School of Medicine.

Read the Accreditation and Credit Designation information provided by the Mount Sinai School of Medicine.

Read the Online Education User Agreement below the registration data fields and click **[Yes]** at the bottom to indicate your agreement with the terms.

Click **[Register]**.

When you return to the course after registering, enter your User Name = your e-mail address and your password = your medical or nursing license number.

You will receive an e-mail confirming that your registration was successful.

### Course Completion Requirements

To complete this course you must:

1. Answer all questions in the six Case Study simulators (a total combined score of 70% is passing).
2. Complete the didactic quizzes that appear in most of the case simulator time points (a total combined score of 70% is passing).
3. Complete a minimum of ten tracings in the Pattern Recognition Workshop (PRW). This is an ungraded exercise.

4. Complete the Final Exam. This is not available until the above (3) activities are completed. This is averaged with the other components and a total combined score of 70% is passing.
5. Complete the course evaluation. This is necessary to finish the course and obtain Continuing Education and Continuing Medical Education credits.

All results are submitted to your Department Chairman for review.  
The course is equal to 9 contact hours for continuing education.

### Getting Around in the Course

It is helpful to get to know your **Home Page** before you begin.

The **Menu tabs** at the top provide helpful information. To Access the Help Desk by e-mail click on the **[help]** link next to the **[logout]** link that appears after your name. The Help Desk will review e-mail periodically from 9:00 am to 4:30 pm Monday through Friday, except holidays. We will make every attempt to respond by the next business day.

Be sure to read the **Welcome and course information** that appears below the tabs.

The **Course Progress Summary** on the Home Page identifies the activities completed and the remaining course work.

The first learning activity is the module **Fetal Heart Rate Interpretation: An Introduction and Overview** in which a series of narrated slides cover the basic material necessary to understand and use the NICHD criteria for interpretation of FHM tracings. The module is informational, is not required and has no associated testing. You can access this at anytime while taking the course, except during the final exam, by returning to the home page. To help you locate a specific topic, consult the chapter selection menu by clicking on the indicated down arrow at the upper left of the screen

We recommend going through the activities in order, *i.e.*, Cases 1 through 6 followed by the Pattern Recognition Workshop (PRW).

When beginning a **Case Study** you will have the option of starting with the **Didactic Presentation** or the **Case Simulator** at each time point in the Case.

We recommend working through the **Didactic Presentation** first as this may help you in answering the simulator questions later. Each Didactic Presentation has an associated quiz that must be completed. Most, but not all time points include a Didactic Presentation.

The **Case Simulator** is comprised of a series of questions at each time point that must be answered. The screen contains Patient Information on the left, and an FHM tracing for that time point. All questions must be answered in order to proceed to the next time point in the Case. You can return to a previous time point within a case to review the Patient Information by clicking on the time point tab and the tracing will remain in the current time point. You can also move forward and backward in a tracing by using the navigation controls at the top of the strip. In this case, the patient information will change automatically to match the tracing time point.

If you exit a Case Study before completing it and then go to the Home Page or log out, you will be returned to where you left off when you reopen that same case later.

The **Pattern Recognition Workshop (PRW)** presents a 20-minute tracing with a 10-minute segment appearing in each window. You can move backwards and forwards in time by using the navigation controls. Drag and drop the labels for the tracing features until they have all been used. A feature label will not “stick” unless it is correct. Try as often as you like as this is an ungraded exercise. You will then be asked to identify the NICHD Category for the tracing. Only the correct answer will be accepted. A video recap will then appear and you are free to proceed to the next tracing. Ten (10) tracings must be reviewed before you will be allowed to proceed to the Final Examination.

Feel free to experiment with the **Yardstick** controls on the tracing. These will help you identify the tracing features. To access this feature, click on the drop-down arrow at the upper left corner of the tracing box and select the feature you wish to measure. A helpful tool for a closer look at the heart rate tracing is the **magnifier** – just click on the magnifying glass icon at the upper right corner of the tracing to enlarge the heart rate portion. Re-click on the magnifier to return to the prior view:

- **Baseline:** move the slider line up or down on the tracing to determine the baseline FHR
- **Variability:** Set the baseline then move the horizontal slider left or right to highlight the degree of variability you are measuring in the tracing.
- **Accelerations:** Set the baseline then move the three arrows on the FHM tracing to set the beginning, peak and end of the acceleration
- **Decelerations:** Set the baseline, then move the three arrows to mark the beginning, nadir, and return to baseline on the FHM Tracing and also move the arrows on the contraction pattern to identify the beginning, peak and end of the contraction.

### Final Exam

The Final Exam is comprised of a Case Study exercise with six time points and six multiple choice questions. You will also be asked to complete 19 multiple choice questions covering the Didactic material. These 25 questions are chosen at random from question pools. **You are expected to complete the exam within 14 days of finishing the case study questions and didactic quizzes.**

### Completion Certificate

Complete the Evaluation and you will have access to your certificate of completion. **Print a copy for your records.** If you wish to print a copy at a later time, you may return to the course and click on the “view certificates” link that appears after your name at the top of the Home Page and print the document.

The certificate is evidence that you have completed the course and is the validation for CMEs for physicians and physician's assistants and CEUs for nurses and nurse midwives. No other certificates will be issued for this course.