ONE UH Soarian Train Practice Exercises

Congratulations on completing the Soarian Financials or Soarian Scheduling class! You have successfully completed the course and now have access to additional functionality in the ONE UH Soarian Train Environment.

To access the ONE UH Soarian Train environment, please follow the steps attached to this email. Log on with the username and password provided in the lower portion of this communication.

Please Note: The departments and resources you can access in the ONE UH Soarian Train environment are not necessarily the same as the access you will be granted in the Production environment at go live. Additionally, the requirements regarding PHI in Production also apply in the ONE UH Soarian Train Environment. Information should be accessed only in the course of prescribed practice activities. All actions in the Train environment are auditable.

IMPORTANT: You will also see the Soarian Production icon on your computer's desktop.

DO NOT access the Production Environment until April 6th



Additionally, please be extra cautious when accessing the ONE UH Soarian Train Environment ensuring that you are in the correct environment.



Make sure to practice in the training environment. Practice encounters and appointments **should not** be entered into the PRODUCTION environment.

Logging into VDI: (Any issues logging into VDI – Contact the Help Desk)

1. Double click the 'VMware Horizon client' icon on your desktop. If you do not have it, contact the Help Desk to have it installed.



2. Double click the VDI server 'vdi.uhhospitals.org'



- 3. Enter your Username and Password.
- 4. Select Login.

| 편 Login | |
|---------------|-------------------------------|
| vmware Horizo | on PCoIP |
| | |
| Server: | 🗞 https://vdi.uhhospitals.org |
| User name: | I |
| Password: | |
| Domain: | UHHS 🔹 |
| | Login Cancel |

- 5. Double click the VDI icon 'Desktop Pool".
 - Note: Your Desktop Pool icon may indicate Desktop Pool A, or B, or C.
 - After logging in with your Username and Password, you may not see the Desktop Pool icon.
 - \circ If you do not see the Desktop Pool icon, go to Step #6



- 6. The VDI environment will load a virtual desktop
- 7. Select **OneUH Soarian TRAIN** icon from your desktop.



If the OneUH Soarian TRAIN is not on your desktop

- From your desktop, double-click the **Shortcuts Repository** folder
- Scroll down to **OneUH Soarian TRAIN** and double-click

| Organize - New folder | | | | |
|-----------------------|--------------------------------------|-------------------|----------------------|------|
| - Eavorites | Name | Date modified | Туре | Size |
| Desktop | MyApps | //2/2014 4:36 PM | Internet Shortcut | 1 KB |
| Brunloads | 😥 OneUH Soarian TRAIN | 6/1/2018 2:21 PM | Internet Shortcut | 1 KB |
| Eavorites - Shortcut | 🔊 OPIC | 8/1/2018 1:30 PM | Shortcut | 2 KB |
| OSDick (C) Shortcut | 🔊 Optical | 9/2/2014 8:44 AM | Shortcut | 2 KB |
| Recent Places | 🔊 Optilink | 1/30/2018 7:26 AM | Internet Shortcut | 1 KB |
| S Recent Haces | Cracle Applications | 7/6/2017 2:54 PM | Internet Shortcut | 1 KB |
| Libraries | 👼 osk - Shortcut | 4/9/2015 11:03 AM | Shortcut | 2 KB |
| | Parma Intranet Homepage | 1/30/2018 7:27 AM | Internet Shortcut | 1 KB |
| | 🔊 Parma Midas | 8/27/2018 11:35 A | Internet Shortcut | 1 KB |
| Dictures | だ Patient Keeper | 1/11/2017 3:36 AM | Internet Shortcut | 1 KB |
| Videos | 🔊 Patient Wait Time Web Portal | 4/6/2017 9:49 AM | Internet Shortcut | 1 KB |
| S videos | 🔊 PeerVue | 7/15/2015 3:34 PM | Internet Shortcut | 1 KB |
| Commuter | Philips Device Control Center | 7/16/2015 2:59 PM | Shortcut | 3 KB |
| Computer | 靋 Physician Portal | 12/24/2013 10:42 | Shortcut | 2 KB |
| 🔇 Network | PointClickCare | 7/19/2018 11:40 A | Shortcut | 2 KB |
| | 🏂 Precision.BI | 7/16/2015 10:29 A | Shortcut | 3 KB |
| | M Presentation Center Designer | 1/30/2018 7:37 AM | Shortcut | 3 KB |
| | 📩 Sante DICOM Viewer 8 | 1/26/2015 11:28 A | Shortcut | 2 KB |
| | 🝠 Schedule Me Now | 10/25/2017 12:15 | Internet Shortcut | 1 KB |
| | ScheduleView | 9/2/2014 8:44 AM | Shortcut | 2 KB |
| | 🔊 Seidman Hill-Rom Smart Client | 8/20/2015 10:26 A | Internet Shortcut | 1 KB |
| | 🐔 ShiftWise Vendor Management System | 11/12/2015 10:57 | Internet Shortcut | 1 KB |
| | 📄 SigCapture | 9/2/2014 12:22 PM | Shortcut | 2 KB |
| | 🌮 Soarian EDM | 6/15/2018 10:44 A | Internet Shortcut | 1 KB |
| | 🚰 Soarian Test | 12/10/2018 10:31 | Pinned Site Shortcut | 1 KB |
| | 🚰 Soarian Train | 12/10/2018 10:31 | Pinned Site Shortcut | 1 KB |
| | SoftVisor SHARED@COMMON | 6/18/2014 1:26 PM | Shortcut | 3 KB |
| | 🔊 SOZOHub | 8/23/2018 11:29 A | Shortcut | 2 KB |
| | 🐮 Spheris Clarity | 6/22/2015 10:08 A | Shortcut | 2 KB |
| | SSMT | 9/2/2014 12:22 PM | Shortcut | 2 KB |
| | Statit | 9/21/2016 10:57 A | Internet Shortcut | 1 KB |

8. Login to the training environment using the training login i.e., username cyellow1, and password for the week.

Username: cyellow1

Password: The password will change weekly:

| Week of: | New Password |
|-----------|--------------|
| 1/7/2019 | Spring07 |
| 1/14/2019 | Spring08 |
| 1/21/2019 | Spring09 |
| 1/28/2019 | Spring01 |
| 2/4/2019 | Spring02 |
| 2/11/2019 | Spring03 |
| 2/18/2019 | Spring04 |
| 2/25/2019 | Spring05 |
| 3/4/2019 | Spring06 |
| 3/11/2019 | Spring07 |
| 3/18/2019 | Spring08 |
| 3/25/2019 | Spring09 |
| 4/1/2019 | Spring01 |

| 4/15/2019Spring034/22/2019Spring044/29/2019Spring05 | |
|---|--|
| 4/22/2019 Spring04 4/29/2019 Spring05 | |
| 4/29/2019 Spring05 | |
| | |
| 5/6/2019 Spring06 | |
| 5/13/2019 Spring07 | |
| 5/20/2019 Spring08 | |
| 5/27/2019 Spring09 | |
| 6/3/2019 Spring01 | |
| 6/10/2019 Spring02 | |
| 6/17/2019 Spring03 | |
| 6/24/2019 Spring04 | |
| 7/1/2019 Spring05 | |
| 7/8/2019 Spring06 | |
| 7/15/2019 Spring07 | |
| 7/22/2019 Spring08 | |
| 7/29/2019 Spring09 | |
| 8/5/2019 Spring01 | |
| 8/12/2019 Spring02 | |
| 8/19/2019 Spring03 | |
| 8/26/2019 Spring04 | |
| 9/2/2019 Spring05 | |
| 9/9/2019 Spring06 | |
| 9/16/2019 Spring07 | |
| 9/23/2019 Spring08 | |
| 9/30/2019 Spring09 | |
| 10/7/2019 Spring01 | |
| 10/14/2019 Spring02 | |
| 10/21/2019 Spring03 | |
| 10/28/2019 Spring04 | |
| 11/4/2019 Spring05 | |
| 11/11/2019 Spring06 | |
| 11/18/2019 Spring07 | |
| 11/25/2019 Spring08 | |
| 12/2/2019 Spring09 | |
| 12/9/2019 Spring01 | |
| 12/16/2019 Spring02 | |
| 12/23/2019 Spring03 | |
| 12/30/2019 Spring04 | |
| 1/6/2020 Spring05 | |
| 1/13/2020 Spring06 | |
| 1/20/2020 Spring07 | |
| 1/27/2020 Spring08 | |

| 2/3/2020 | Spring09 |
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| -/ -/ | -1-0 |

Please submit any questions or concerns to <u>OneUHTraining@UHhospitals.org</u>