Step 1: Self-registration

http://login.elsevierperformancemanager.com/SelfRegister.aspx?VirtualName=Baystate

Complete all fields on this form. Be sure to select the appropriate Facility (Baystate Medical Center) and Department (BMSTU-NEMP BMC Medical Students). Check box to accept the terms and conditions then Click Next.

If message is received that an account already exists and you have not registered for an account previously, please add numbers to your last name to bypass (the system defaults to first initial of first name followed by last name)

Note: Self-registration need only be completed one time! Once access is granted, all required courses are completed on the general training site, https://login.elsevierperformancemanager.com/systemlogin.aspx?virtualname=Baystate. You should not return to this site address again after enrolling. Also, an e-mail address is highly suggested as part of the account generation process.

Step 2 – Account Validation

You will be asked to validate your registration information prior to submitting it to create your account. Review and Click Submit. Once all the required information is submitted a Learner ID and default Password are displayed. To get started learning Click Here!

Updated 6/2018
Step 3 – First Time Login

Enter Learner ID and temporary password (hello)

You will be prompted to select a new password must be generated by the user. Create a new password and Click Submit.

Once your new password is successfully changed, you will be provided a link to login and get started on the modules.

Your password changed successfully Click here to login


You will now be asked to login again using your Learner ID that you just created and your new password that you just changed. Click Login.

Note: Now that the self-registration is complete you can only access the modules again by returning to this site and logging in with your Learner ID and Password:

Upon login you will be asked to review the User Agreement and I have read and understand the Registered User Agreement and agree to be bound by all of its terms. Click Send My Response

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Step 4 – Module Completion

Once logged in, users can begin the required modules on this home page by clicking eLearning Lessons.

Click on each lesson to complete. Once lesson is complete you will need to click on each lesson again to take the test. The minimum passing score is: 100%

Note: Completing all required lessons can take 1 – 2 hours. Please plan accordingly.

Step 5 – View/Print Transcript

After all modules and tests are completed go back to your Home Page and Click to view: Transcript

If all modules and tests are satisfactorily completed, your transcript will reflect completion with a green check and completed date for each item name. To complete this requirement, you must screenshot, print or export to Excel and send this completed transcript via email or fax (413-794-0300) to the Healthcare Education Office.

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