

WELCOME

ONBOARD

medhub

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SIMPLE GUIDE FOR RESIDENT

VERSION 2.0 (JUN 2024)

<https://nhg.medhub.com>



Welcome to the National Healthcare Group Residency Management System.

This resource provides NHG residents with the ability to plan their rotation schedules, keep track of their educational progress, and communicate with other residents, faculty members, and administrators.

By logging in, you are agreeing to the MOHH/NHG/NUHS/SingHealth End User License Agreement. Please click [here](#) to read before using MedHub.

If you need access, please contact your program administrator.

Recommended Browsers

Supported Versions of:

Google Chrome
Mozilla Firefox
Apple Safari
Microsoft Edge

Log in

[Forgot my password](#)

remember me

[Help](#)

medhub

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[Legal Notice](#) | [Privacy Policy](#) | [Mobile Version](#)

IMPORTANT NOTE:

First Time Login must be done using browser on your desktop/laptop/phone but not mobile app

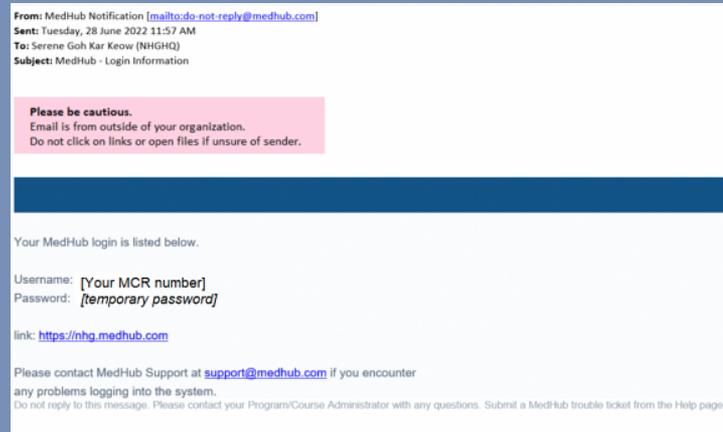
1

STEP-BY-STEP FIRST TIME LOGIN

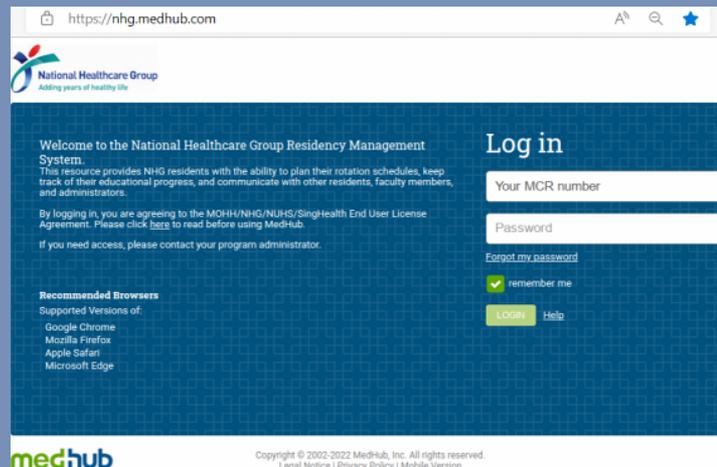
IMPORTANT NOTE:
First Time Login must be done using browser on your desktop/laptop/phone but not mobile app



1. MedHub login username and temporary password are sent to your employee email



2. Click on the link and login with your MCR number



1

STEP-BY-STEP FIRST TIME LOGIN

IMPORTANT NOTE:
First Time Login must be done using browser on your desktop/laptop/phone but not mobile app



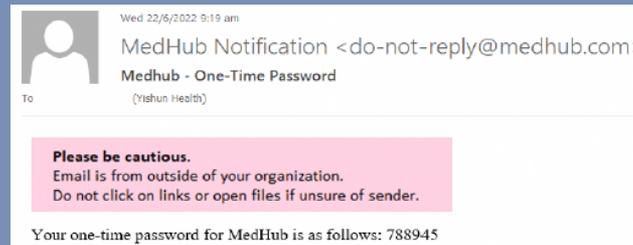
3. Click '**Send**' to receive OTP (One-Time Password) on your email address



Note:
Email address is being obfuscated for security reasons



4. Open the OTP email from MedHub



5. Enter the OTP and click 'Login'



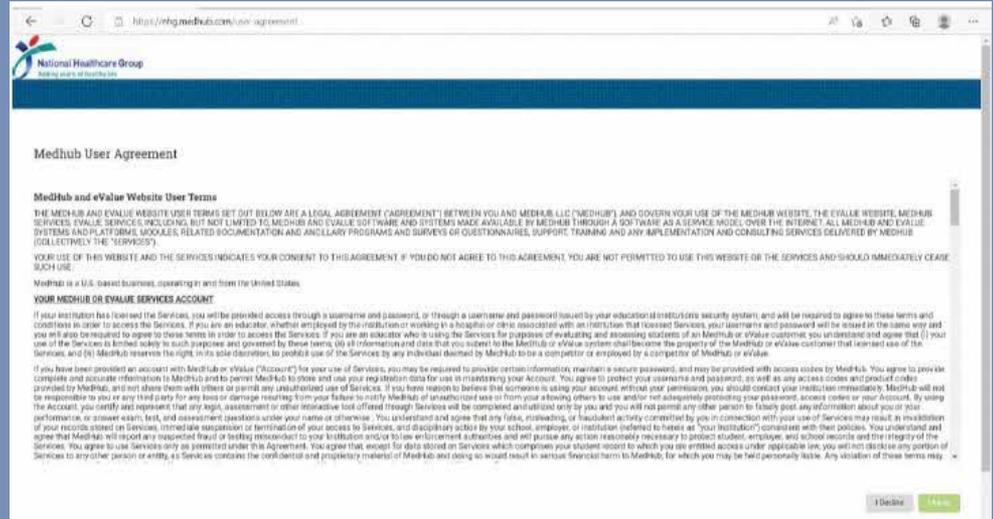
1

STEP-BY-STEP FIRST TIME LOGIN

**IMPORTANT NOTE:
First Time Login must be
done using browser on
your desktop/laptop/phone
but not mobile app**



6. Review and click 'I agree' to accept MedHub User Agreement



7. Set your new password

Password Expired

This is either the first time you have logged into MedHub or your password has expired. Please change your password using the form.

Change Password

Use this form to change your password.

Current Password:

New Password:

Confirm New Password:

Change Password

Password Guidelines:

1. Cannot be the same as the current password
2. Must be 8-64 characters in length
3. Must contain at least two letters, one number, and one special character (such as an asterisk)
4. Cannot contain your username
5. Cannot contain the word "MedHub"
6. Can not reuse a past password (from last 5 changes)

1

STEP-BY-STEP FIRST TIME LOGIN



8. Final Step: MedHub Homepage for Resident

Tuesday, June 28, 2022 Dr. RESIDENT TESTING | Resident | ACCOUNT | Log Off

National Healthcare Group
Adding years of healthy life
AAA-NHG GME

Home | Portfolio | Schedules | Procedures | Evaluations | Conferences | Help

Welcome, RESIDENT TESTING

Urgent Tasks

- Incomplete Work Hours (1)
- Incomplete Evaluations (2)

Personal Calendar

Tuesday, June 28
(No activities)

Wednesday, June 29
(No activities)

Thursday, June 30
(No activities)

Friday, July 1
(No activities)

Saturday, July 2
(No activities)

[View myCalendar](#)

Tasks

This week's work hours (0.0 hrs logged)

[Review Records](#)

[Update Contact Information](#)

[Learning Modules](#)

Resources/Documents

- Faculty Directory
- Resident/Fellow Directory
- Residency Program Directory
- MedHub Community
- PTAS Program EPA Specifications and Limitations

Search Resources

Curriculum Objectives

All Curriculum Objectives...

Curriculum Objectives

Rotation Schedule

July 1, 2021 - June 30, 2022

No Rotations

Request Forms

(not available)

[Moonlighting Request Forms](#)

Messaging

Graduate Medical Education - Portal Channel (Resident)

Professional Training and Assessment Standards (PTAS) Division may post Portal Feeds here, such as events or announcements which affect all residents at Singapore to view.

New England Journal of Medicine - Current Issue

["The Sombre Aspect of the Entire Landscape" – Epidemiology and the Faroe Islands](#)
New England Journal of Medicine, Ahead of Print.

[Restrictive State Abortion Bans – A Reproductive Injustice](#)
New England Journal of Medicine, Ahead of Print.

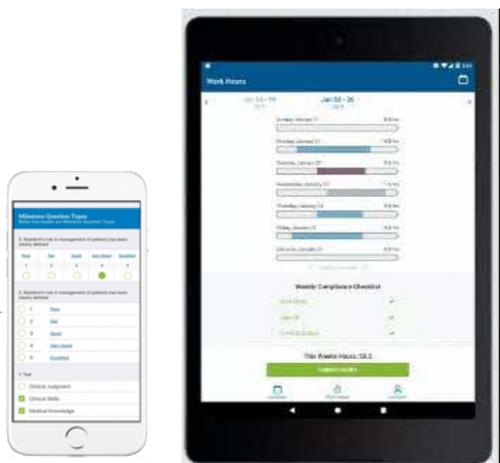
[Intestinal Tuberculosis](#)
New England Journal of Medicine, Ahead of Print.

[Two Phase 3 Trials of Baricitinib for Alopecia Areata](#)
New England Journal of Medicine, Ahead of Print.

[Concomitant Urinary Triple Phosphate and Cystine Crystals](#)
New England Journal of Medicine, Volume 385, Issue 12, Page 1165-1165, March 2022.

[Add New Channel](#)

2 Download MedHub app on your mobile devices



PHONE / TABLET

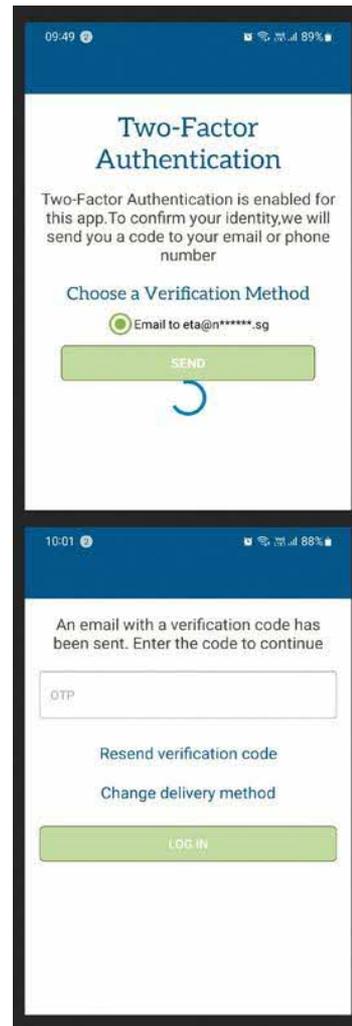
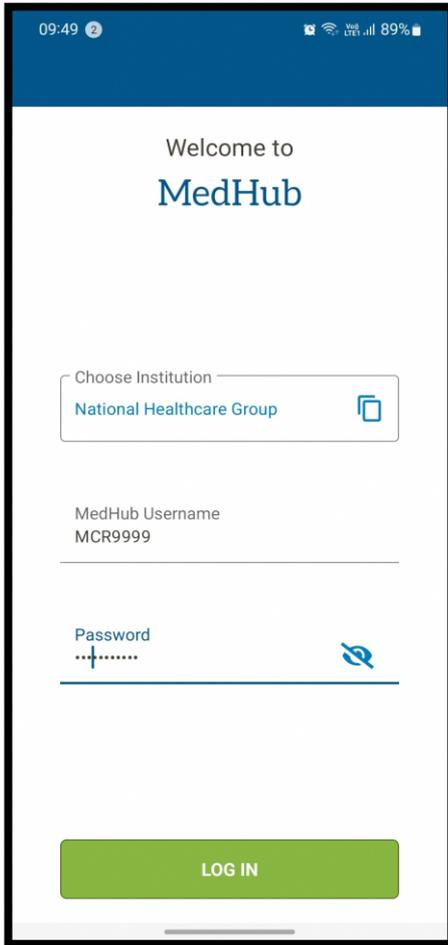


Available on
Google Play Store and
Apple App Store



Scan the QR code to install now!

2 Login using same username and password



MultiFactor Authentication applies, enter the OTP sent to your email address

Available functions on mobile app

- Calendar
- Work Hours
- Evaluations
- Procedures

3

Navigate to Learning Portal on how to use MedHub

1

2

3

Resident Courses

Participants

Badges

Grades

QUICK START GUIDE

MedHub (GME) 7B - Scheduling Absences

MedHub (GME) 8 - Logging Work Hours

MedHub (GME) 14- Self-Initiated Evaluations

MedHub (GME) 20 - Logging Procedures

MedHub (GME) 26 - Resident Foundation

MedHub (GME) 41 - MedHub Mobile App

Dashboard

medhub Learning Portal

HOME

RESIDENT COURSES

Dashboard / My courses / Resident Courses

QUICK START GUIDE

Your progress?

Welcome to this module!

Before you begin, please check out our [quick start guide](#), which will give you some tips on navigating/completing modules in the learning portal.

Watch the video below to learn more about completing course work:

MedHub Learning Portal - Completing Coursework

medhub Learning Portal

Note: Please ensure your computer/mobile device is connected to the internet to view YouTube video.

3

Recommended Modules

**RESIDENT
FOUNDATION**
40mins

**LOGGING
WORK HOURS**
15mins

**SELF-INITIATED
EVALUATIONS**
10mins

**LOGGING
PROCEDURES**
10mins

**MEDHUB
MOBILE APP**
35mins

**Total learning duration
110mins**

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Where to find more GUIDES and HELP

1. At MedHub landing page, navigate to 'Resources/Documents', select any relevant guide.

Urgent Tasks
Leaves of Absence (3 pending)

Personal Calendar
SEPTEMBER 2022

Security

Read-only Access

Program Administrators

GME Staff Members

Billing Users

User Link Statistics

Resident Management

Absence Requests

Alumni Tracking

Compliance (Residents)

Contracts

Form Templates

Lab Costs

NPOB Export

Orientation/Onboarding Documents

Certificates

Print Labels

Moonlighting Requests

Trainee Applications

Verification Requests

Program Management

Curriculum Objectives

Work Hours Sampling

Faculty Search

Faculty Reports Access

Link Rotations

Schedule Changes

Institutional Functions

Bulk Email Tool

Conferences

Institution Settings

UPCOMING
MedHub will be down for maintenance on 17, 2022.

National Healthcare Group
Adding years of healthy life

Updates from |

1. Scales Creation
3rd batch submitted
2nd batch submitted
1st batch submitted

2. Account Activation
Resident - 30 Jun 20
Faculty - 4 July 20

MedHub Announcement

UPDATES ON CURRENT CMAP Copy option: values entered for 2

PHASE 2 CMAP Enrollment
MedHub is receiving

DELATED INITIAL R
MedHub is receiving

If you have general feedback, please email us at [feedback@medhub.nhg.org](#). Thank you for your feedback!

KNOWN ISSUE: LOW SCORES
Our technical team is currently investigating the issue. We will update you as soon as we have more information.

- Email alert*
- Low Score Alert
- Evaluations
- View Completion

*Please note, Faculty members are not currently receiving alerts.

We will confirm as soon as we have more information.

New England Jobs

Resources/Documents

- Faculty Directory
- Resident/Fellow Directory
- Residency Program Directory
- MedHub Community
- NHG MedHub Community
- Implementation Documents
 - MedHub CCC Training for Administrators
 - MedHub Time Zone Conversions
 - MedHub Training Resources
 - MedHub User Manual (PDF version)
 - NHG MedHub - Guides for Faculty
 - NHG MedHub - Guides for Resident

National Healthcare Group
Adding years of healthy life

Home > View Folder

View Folder

Search Resources

NHG MedHub - Guides for Resident

Simple Guide for First Time Login

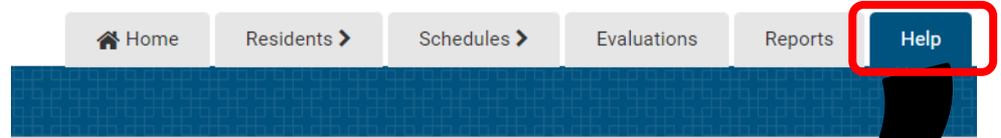
Simple Guide on Completing Evaluations

medhub

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Where to find more GUIDES and HELP

- 2. At top right corner of MedHub landing page, select 'Help'.



Help - Resources

[Help Resources](#) [Support Tickets](#) [Community](#) [Learning Portal](#)

Search Resources [Search](#)

New Content

[5. Approving and Viewing Contracts](#)
Watch this video to learn about viewing and approving contracts.
Viewing time: 3:30

[4. Signing A Contract](#)
Watch this video to understand the signing of contracts.
Viewing time: 4:00

Browse Resources

KB Knowledgebase Articles
[Frequent Questions \(FAQ\)](#)
[Conferences](#)
[Work Hours](#)
[Evaluations](#)

VID Video Tutorials
[Overviews](#)
[Conferences](#)
[Demographics](#)
[Work Hours](#)

MAN User Manual
[Introduction](#)
[Accreditation](#)
[Conferences](#)
[Work Hours](#)

Recently Viewed

MAN [19.3.0. Evaluation Functions](#)
There are additional evaluation functions within MedHub that allow residency programs to manage ancillary evaluation criteria. On the right hand side of the main evaluation window, the second section is titled, 'Evaluation Functions'. These functions are as follows. View Completed Evaluati...
Last Viewed: 9/9/2022 12:55am

KB [Program Settings: Mask Evaluator Name from Mentor View](#)
This article describes the program setting used for masking the evaluator name from the mentor view.
Last Viewed: 9/9/2022 12:51am

VID [Program Director and Mentor Access](#)
Review of how to assign faculty as Program Director, Associate Program Directors and a mentor. Also reviews adding other Faculty as mentors.
Last Viewed: 9/9/2022 12:49am

MAN [14.1.0. Resident Work Hour Workflow](#)
Residents can only access their own timesheet and can

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Where to find more GUIDES and HELP

3. Submit a support ticket to the MedHub Support Team for help with any technical issues.
 - a) Select 'Help'
 - b) Click 'Support Tickets'
 - c) Select 'MedHub Support'

Home Residents > Schedules > Evaluations Reports **Help**

Help - Support Tickets

Help Resources **Support Tickets** Community Learning Portal

Contact Admin/Support ⓘ

Send to*: Program Administrator ▾

Message*: **Program Administrator**
MedHub Support

Attachments can only be sent to MedHub Support

Choose File No file chosen

Choose File No file chosen

Choose File No file chosen

Send Message

SUMMARY

- ✓ 1. Login to MedHub with your username, receive OTP and set your new password
- ✓ 2. Download mobile app
- ✓ 3. Complete the recommended learning modules (only available till 30 September 2024)

Note: If you have any questions, you can also contact your programme coordinator.