



MedStar Health

Job Aid: How to create a SiTELMS account

Step 1: Travel to <https://www.sitelms.org/next/user/auth/opal/central>

Step 2: Click on “register as a guest” at the bottom of the page.

MedStar Health | SiTELMS

Learners with MedStar Health email

Log In With MedStar Health Email

[New Associate Account Activation](#)

Learners Affiliated with MedStar Health who do not have a MedStar Health email

For students and other Non-MedStar Health-employed users

Log In

Activate Account

Registering for a course and not affiliated with MedStar Health

[Register as guest](#)

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Step 3: Click on “I do not have a MedStar Health Network ID” and then “Continue”

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Before creating your account, please select one of the following options:

- ☐ I have a MedStar Health Network ID, MedStar Health Employee ID, or MedStar Health Email.
- ☒ I do not have a MedStar Health Network ID, MedStar Health Employee ID, or MedStar Health Email.

[Continue](#)

Step 4: Click on “I’m a guest completing a one time course”

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Learners without MedStar Health email

For students and other Non-MedStar Health-employed users.

Before creating your account, please select one of the following options:

- ☐ I am an AMN associate.
- ☐ I am a student at Georgetown University School of Medicine (GUSOM).
- ☐ I am a student or instructor completing a rotation at MedStar Health.
- ☒ I am a guest completing a one-time course.

[Submit](#)

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Step 5: Complete the registration form. Ensure you utilize an email address you have access to.

The screenshot shows a registration form titled "MedStar Health | SiTELMS" with a sub-header "Learners without MedStar Health email" and a note "For students and other Non-MedStar Health-employed users". The form instructs users to complete required fields: First Name, Middle Name, Last Name, DOB, Phone, Email, and Password. The form is divided into two columns. The left column contains fields for First name*, Last name*, Email Address*, and Create Password*. The right column contains fields for Middle name, DOB*, Phone number*, and Confirm Password*. The Create Password field has a password strength indicator icon. Below the Create Password field, a note states: "Password must be at least 6 characters with at least one letter and one number, and is case-sensitive." At the bottom right, there are two buttons: "Create Account" (dark blue) and "Cancel" (light blue).

MedStar Health | SiTELMS

Learners without MedStar Health email
For students and other Non-MedStar Health-employed users

Complete the required First Name, Middle Name, Last Name, DOB, Phone, Email, and Password fields to create your account.

First name*	Middle name
Enter your first name	Enter your middle name
Last name*	DOB*
Enter your last name	mm/dd/yyyy
Email Address*	Phone number*
@gmail.com @yahoo.com @hotmail.com etc	123-456-7899
Create Password*	Confirm Password*
Password	Password

Password must be at least 6 characters with at least one letter and one number, and is case-sensitive.

[Create Account](#) [Cancel](#)

Step 6: You will receive a verification code to your email address. Access that email and follow the steps outlined to verify your email.

Step 7: Return to SiTELMS.org and click on "Log In "under the "Learners Affiliated with MedStar Health Without a MedStar Health email" option. The button will be **BLUE**.

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Step 8: Use your email address and password you created in the account creation step.

The screenshot shows a login interface for 'MedStar Health | SiTELMS'. It is titled 'Learners without MedStar Health email Login'. There are two input fields: 'Username*' and 'Password*'. The username field has a placeholder text '@gmail.com @yahoo.com @hotmail.com etc'. The password field has a placeholder 'Password' and a toggle icon. A link 'Forgot my password' is next to the password field. Below the fields is a 'Log In' button and an 'Activate Account' button. A note states: 'Password must be at least 6 characters with at least one letter and one number, and is case-sensitive.'

Step 9: Search for the provided course number for your session in the catalog using the search field pictured below

The screenshot shows the MedStar Health user interface. At the top right, it says 'Welcome Shelby! | My Account | MedStar Health System and Shared Services | Log Out'. On the left is the 'Main Menu' with 'My Curriculum' selected. The main content area is titled 'My Curriculum'. A search bar is highlighted with a red box, containing the text 'Search Catalog' and a 'Search' button. Below the search bar, there is a message: 'We have created a new type of report to assist you in tracking system-wide courses assigned to your direct reports. Please click [here](#) to view.'

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Step 10: Select your course and click enroll in the session you have been assigned to. **(The course shown below has been chosen for demonstration purposes)**

MedStar Health

Main Menu

- My Curriculum
- My Transcript
- Calendar
- Catalog
- To Do List
- Reports
- HR SmartView
- Perceptio
- Cerner Journey
- CloudCME
- CE Hub Beta

Educator Tools

- Create/Modify
- Manage

Home » Search Catalog for Cs-041318

Search Catalog

Search

Search Catalog for Cs-041318

Filter this list of courses (82)

ACTIVITY DIRECTOR (538)

- Abboud, Hasna
- Afik, Shifra
- Agan, Kimberly
- Agarwal, Ravi
- Agnew, Allison
- + More

FACULTY (500)

- Abboud, Hasna
- Afik, Shifra
- Agan, Kimberly
- Agarwal, Ravi
- Agnew, Allison
- + More

CE TYPE

- ☐ Physician
- ☐ Physician Assistant
- ☐ Nurse
- ☐ Pharmacist
- ☐ Pharmacy Technician
- ☐ Social Work
- ☐ Registered Dietician
- ☐ Athletic Trainer
- ☐ Psychologists
- ☐ Dietetic Technician
- ☐ All
- Apply

KEYWORD

Apply

Your keyword filters

☒ Cs-041318

Close filtering options

More filtering options

Showing 1-82 of 82 search results

Show per page 100

BLS Provider (In-Person)
Next Date: 03/10/2026 Duration: 1 day Activity Director: MedStar Health SITEL Life Support Training Organization: MedStar Health System and Shared Services ID: Cs-041318

7/14/2026 8:00 AM to 1:00 PM

MedStar Georgetown University Hospital 3800 Reservoir Rd NW

TBD

Washington DC

Enroll

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Step 11: Verify the session information is correct and click enroll to complete your enrollment in the session.



Main Menu

[My Curriculum](#)
[My Transcript](#)
[Calendar](#)
[Catalog](#)
[To Do List](#)
[Reports](#)
[HR SmartView](#)
[Percipio](#)
[Cerner Journey](#)
[CloudCME](#)
[CE Hub Beta](#)

Educator Tools

[Create/Modify](#)
[Manage](#)

[Search](#)

[Home](#) » [Course Information](#) » [Confirmation](#)

Confirm Course Selection

Course ID	Name	Date/Time	Location	Activity Director
41318	BLS Provider (In-Person)	7/14/2026 8:00 AM to 1:00 PM	3800 Reservoir Rd NW, MedStar Georgetown University Hospital, Washington, DC, 20007	SiTEL Life Support Training, MedStar Health

Confirm Payment Fees

Description	User Quantity	Cost
Enrollment for Course: BLS Provider (In-Person) on 07/14/2026 to 07/14/2026	1	\$120.00
Organization discount applied - 100.00%	1	\$120.00
Total Discount: \$120.00		Amount Due: \$0.00

Group Code

[Apply](#)[Enroll](#)

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