



AUGUSTA UNIVERSITY

2021 Annual Compliance Training for AU Employees (All Campuses)

(AU Compliance Training includes Augusta University employees and student employees assigned within the Workforce Learn Online (WLOL) Learning Management System. AU Providers are assigned in the HealthStream Learning Center (HLC). Contracted Securitas employees not in HealthStream (HLC), are also assigned specific modules relating to AU Health in WLOL.)

The Augusta University Compliance Program was created to assure AU meets its commitment to comply with all laws, regulations and policies in its operations. It is a proactive program which includes training workforce members to be better equipped to prevent, detect, and report illegal, unethical or non-compliant incidents.

To access your annual training assignment, go to <https://train.augusta.edu/d2l/home> in your web browser and use your Net ID and password to log in. **It is recommended to use Chrome or MS Edge as preferred browsers.** If you have any issues or questions with your login, contact the Help Desk at (706) 721-4000 or (706) 721-7500.

****This year's Annual Compliance Training assignments are outlined below and are due for completion by November 15, 2021.***

AU Employees (Faculty, Staff and Student Workers) All Campuses - WLOL

Within this course assignment, review the content and complete the quiz or attestation for each of the following modules:

2021 Annual Compliance Training

- Annual Safety, Security and Emergency Response
- Anti-Sexual Harassment
- Athletics Compliance Education
- CARE Team
- Confidentiality Statement
- Conflict of Interest Disclosure
- FERPA/Drug-Free Schools and Campuses
- HIPAA Privacy and Security Refresher
- Human Subjects Research Compliance Non-Clinical Education
- Human Subjects Research Compliance Clinical Education (clinical employees and clinical student workers – Health Sciences Campus)
- Information Security

AU Health (Securitas) Employees - WLOL

Within this course assignment, review the content and complete the quiz or attestation for each of the following modules:

2021 Annual Compliance Training (AU Health)

- Annual Safety, Security and Emergency Response
- Anti-Sexual Harassment
- AU Medical Center Reaffirmation Statement
- CARE Team
- Confidentiality Statement
- Conflict of Interest Disclosure
- Fraud, Waste and Abuse (Clinical)
- HIPAA Privacy and Security Refresher

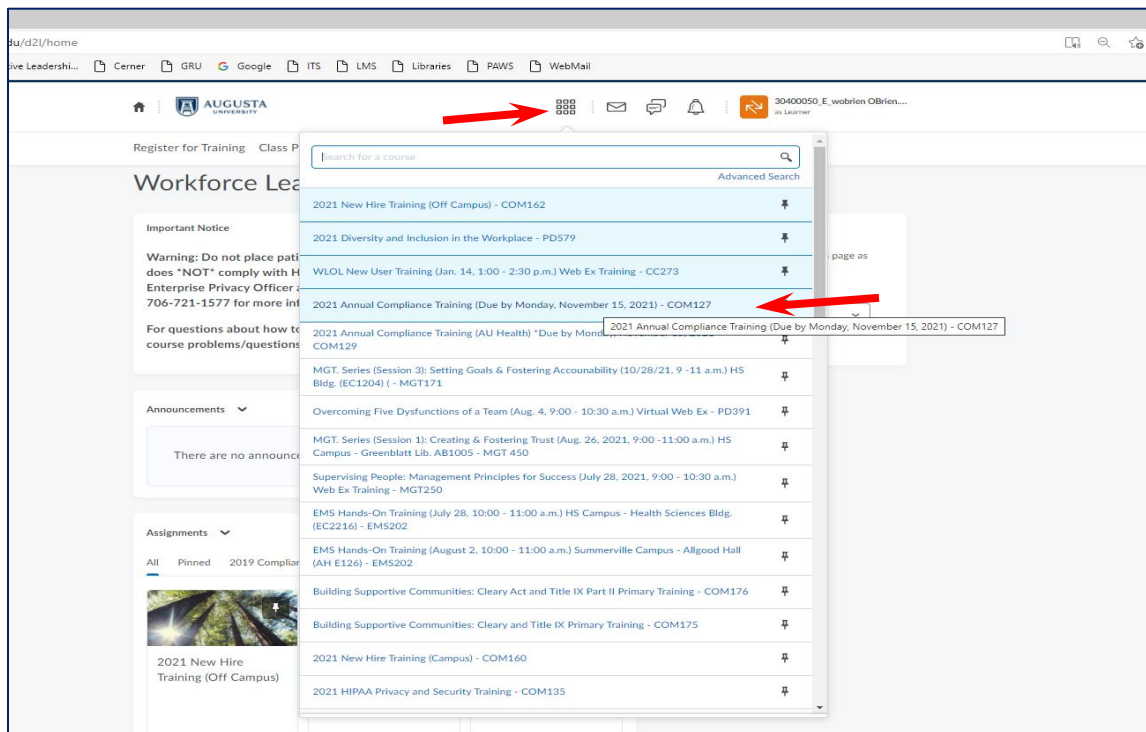
- Human Subjects Research Compliance Clinical Education
- Information Security

Management Communications and Computer Access

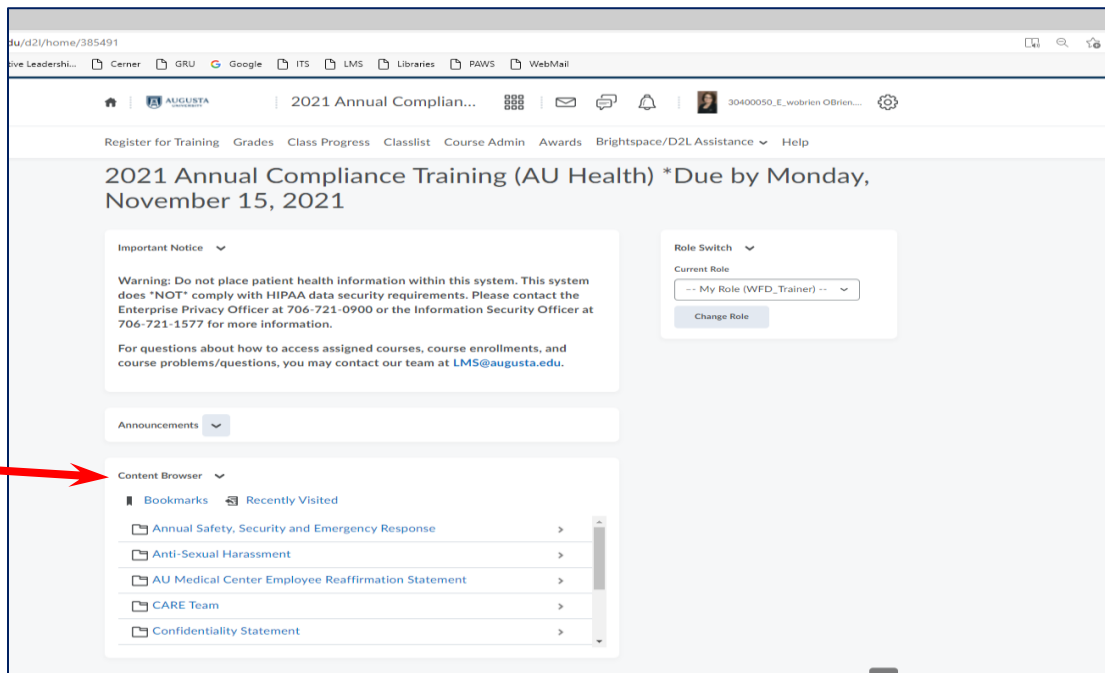
Please make this notification available for your employees without computer access, and advise them to reach out to the Help Desk at (706) 721-4000 or (706) 721-7500 for assistance in coordinating the use of a computer on campus.

Instructions to Access Training and Contact Information for Additional Assistance

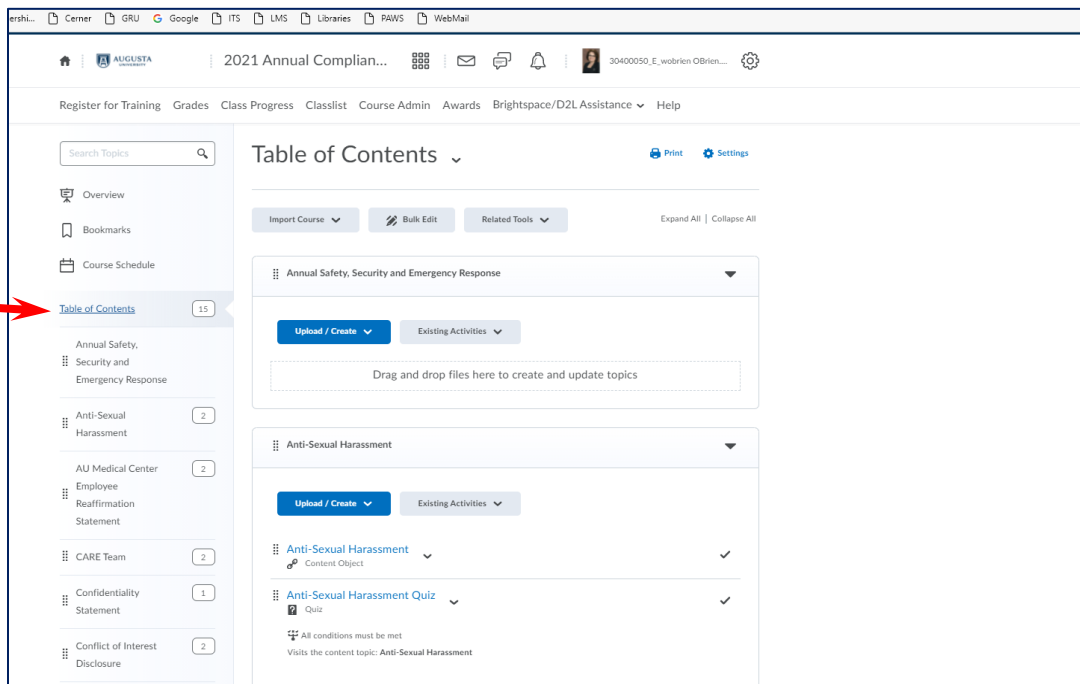
- To access your annual training assignment, go to <https://train.augusta.edu/d2l/home> in your web browser. **It is recommended to use Chrome, Fire Fox or MS Edge for this training as preferred browsers.**
- Log-in by using your Net ID and password (this is the same username and password you use to access Outlook and login to your work station each day):
 - If you have any issues or questions with your login, contact the Help Desk at (706) 721-4000 or (706) 721-7500.
- Once you've logged in to the [Workforce Learn Online \(WLOL\)](#), click on **Select a Course** (icon of 9 small blocks) at the top of the page to get a drop-down list of all assigned courses, to include the **2021 Annual Compliance Training** course.



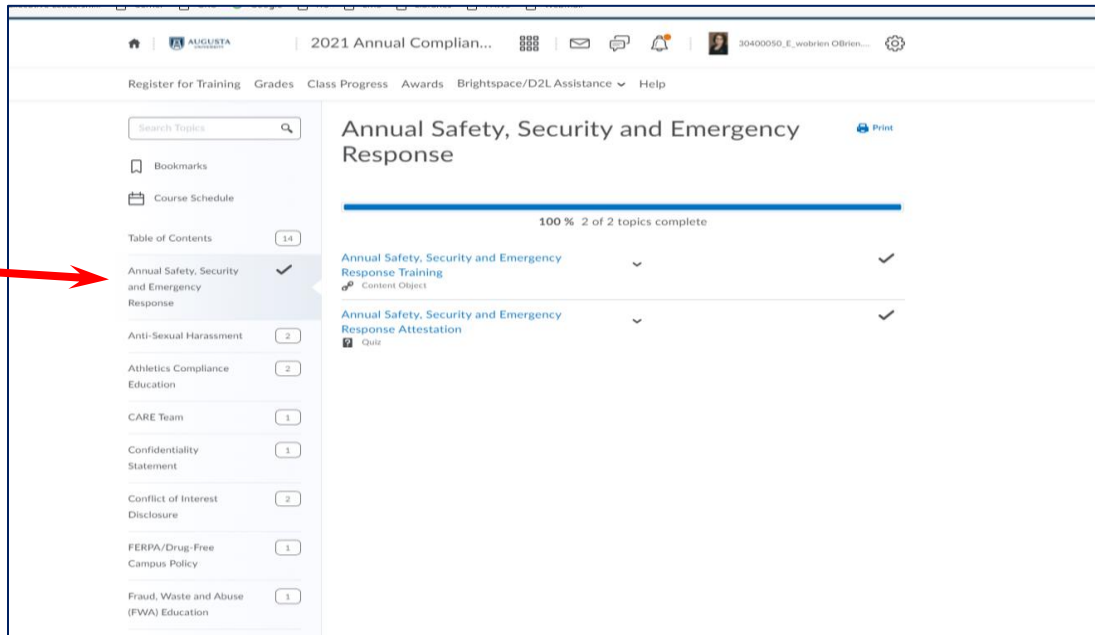
- Click on the title of the course **2021 Annual Compliance Training** to open the course page and to access the course content.
- Click on the words **Content Browser** to open the **Table of Contents** to complete each of the modules sequentially within the course.



- Clicking on each of the modules within the **Table of Contents** will allow you to complete each one.



- Once a module is complete, a percentage of your completion will be reflected, along with a check mark placed next to the completed module.



Compliance Hotline

Augusta University provides an anonymous Compliance Hotline (1-800-576-6623) available 24 hours a day/ seven days a week, to report any complaints or concerns you may have related to compliance issues. You may also file a report online by clicking here:



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DO THE RIGHT THING

Report concerns of unethical, noncompliant, or illegal activity.

By reporting wrongdoing, you are protecting the INTEGRITY and VALUES of our university and health system.

COMPLIANCE HOTLINE

Anonymous/Confidential Reporting
AVAILABLE 24 / 7 / 365 **800-576-6623**

augusta.edu/compliance/hotline.php
HOTLINE OPERATED BY INDEPENDENT COMPANY

AUGUSTA UNIVERSITY **Health**
AUGUSTA UNIVERSITY

OFFICE OF COMPLIANCE AND ETHICS / RISK MANAGEMENT
PHONE: 706 721 0900 EMAIL: compliance@augusta.edu or privacy@augusta.edu

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