



Notice

Novari Student Training Courses Available

Students can now access training courses for the following Novari solutions: **eRequest, Medical Imaging Requisition Management (MIRM), and Access to Care (ATC).**

Completion of Novari training courses is mandatory for any student accessing the Novari applications. Not all students will require access to Novari.

- **Novari MIRM is required for all Medical Imaging students that are in clinical placement from Dec 6, 2025, onwards at IWK Health and Nova Scotia Health.**
- Novari ATC and Novari eRequest MAY be required for medical administration students if applicable to their placement. Please contact your accepting site supervisor/preceptor upon arrival at your placement location to confirm whether Novari training is required, and which Novari training course to complete if any.

Novari training is NOT a pre-placement requirement. Applicable students must complete Novari training before their clinical placement is finished.

All students are accountable to keep a record of their training completion. Novari training is required only once per application and remains valid for the duration of the student's program.

The following pages will review how to access the Learning Management System (LMS) training modules. OPOR recommends accessing required training with your student user account/active directory login if you have this information readily available. For those that do not have their student user account/active directory login already provided, please use guest access to LMS to complete required training (See page 4).



Novari Training - Students with Active Directory Login

1. Log into the Learning Management System (LMS) using your student active directory account.

[Learning Management System - Internal Access](#)

Note: When logging into LMS, use the format: domain\ username

- e.g. IWK\username or cdha\username

For IT assistance with your active directory login, contact the help desk at 902-470-6700 (IWK Health) or 902-473-3399 (Nova Scotia Health)

2. Select **Catalogue** from the LMS menu
3. In the **Keywords** box, enter the course code for the relevant course (can only submit one course code at a time).
 - o **OPOR CIS: Novari MIRM – Students**
 - **Course Code: 1534**
 - o **OPOR CIS: Novari eRequest – Students**
 - **Course Code: 1537**
 - o **OPOR CIS: Novari ATC – Students**
 - **Course Code: 1540**

A screenshot of the IWK Health Learning Management System (LMS) interface. The top navigation bar includes links for Announcements, My Learning, Catalogue (highlighted in blue), Reports, Alerts (showing 94), and Upcoming Items. Below the navigation bar is the 'Advance Search' section. It features a 'Keywords' search box, which is circled in red, containing the placeholder text 'Keywords'. To the right of the 'Keywords' box is a 'Search Type' dropdown menu set to 'Contains'. Below the 'Keywords' box are two more search filters: 'Terms' with a dropdown set to 'All Terms', and 'Category' with a dropdown set to 'All Categories'. A 'Search By' button is located to the right of the 'Search Type' dropdown.

4. Select the course and click **Add to My Learning**.
5. Repeat steps 2-4 for any other student training courses as required.
6. Go to **My Learning** in the top menu bar.
7. Under **My learning – Current** tab, you will see the courses you have added.



IWK Health


Announcements **My Learning** Catalogue Reports Alert 95 Upcoming Items

Q Advance Search

Keywords: Search Type: Contains Search By: Name X Code X

My Learning - Current My Learning - History

	Remove	Action	Name ↑	Code
▶		Register	Code Orange: External Disaster/Reception of Mass Casualties	1171
▶	✖	Continue	Code Silver: Person with a Weapon	1468.01
▶	✖	Take Now	Code Silver: Person with a Weapon	1468.01




8. Select **Take Now** and complete applicable Novari student courses and mandatory exam.
9. **All students are accountable to keep a record of their training completion.** See below for how to provide proof of training completion for students with an active directory login.
 - Go to **My Learning** tab then **My Learning – History**.
 - Find the completed course in your history.
 - Click the  icon to print or save your certificate of completion for your records.
 - Your academic institution may need a copy of your completion of required training courses. Please follow your academic institution's procedures.

Announcements **My Learning** Catalogue Reports Alert 100 Upcoming Items

Q Advance Search

Keywords: Search Type: Contains Search By: Name X Code X Learning Item Type: Term:

My Learning - Current My Learning - History

Certificate	Action	Name ↑	Code	Type	Term	Status	Alert
▶ 	Review	OPOR CIS: Novari MIRM - Students	1534.01	Online Course	2025	Successful	✖
▶	Review	OPOR CIS: Pharmacy Clinical Supply Chain	1526.01	Online Course	2025	Unsuccessful	
▶ 	Review	OPOR CIS: Students - Patient Journey	1529.01	Online Course	2025	Completed	
▶ 	Review	OPOR CIS: Students - Powerchart Overview	1528.02	Online Course	2025	Successful	

1 - 4 of 4 items



Novari Training - Students Without Active Directory Login

1. Click on the following link [Learning Management System - External Access](#)
2. No sign in required. Ensure the **Catalogue** tab is selected.
3. In the **Keywords** box, enter the course code for the relevant course (can only submit one course code at a time).
 - **OPOR CIS: Novari MIRM – Students**
 - **Course Code: 1534**
 - **OPOR CIS: Novari eRequest – Students**
 - **Course Code: 1537**
 - **OPOR CIS: Novari ATC – Students**
 - **Course Code: 1540**

Type:	Online Course	Term Name:	2025
Req. Approval?	No	My Last Status:	
Estimated Time:	20 Minutes	Category:	
Prerequisites:	None	Catalogue:	OPOR CIS

4. Select the desired course then click **Launch Item**

Name: OPOR CIS: Novari ATC - Students
Code: 1540.01
Term: 2025
Latest Status: Not taken

5. Complete the applicable Novari course and mandatory exam. Repeat steps 2-5 for each required course.
6. **All students are accountable to keep a record of their training completion.** See below for how to provide proof of training completion for students without an active directory login.
 - Complete the course as directed.
 - Take a screenshot of your passed exam and keep this for your records with the date of completion.
 - Your academic institution may need a copy of your completion of required training courses. Please follow your academic institution's procedures.