Order of Pharmacists of Lebanon

نقابة صيادلة لبنان



OPL New Web Services

USER'S GUIDE

THIRD EDITION

PREPARED BY: OPL – DRUG INFORMATION CENTER OPL – RECRUITMENT COMMITTEE

Beirut, May 2014

Dear colleague,

Good pharmacy practice always requires educational development of the pharmacists.

OPL plan is to secure all the needed tools to make this process available in the most efficient and effective way to all our colleagues, enabling them to develop their knowledge and skills.

In this third edition of the user's guide, you will find all you need to help you use and get the best and the latest of OPL's web services, accessible and/or downloadable through <u>www.opl.org.lb</u>

1. The new website

A 2-phases website: one for the public with limited access to the contents, and one for the pharmacist/student with accessibility to full contents after logging in.

2. The e-mail

A must have to access the e-library and Swank (our new CE program platform). Activating and using your e-mail will allow you to:

- Receive mails from OPL
- Connect to OPL e-Library
- Receive newsletters from OPL. These newsletters are intended either to inform the pharmacist (circulars), or to inform the public during awareness campaigns. In this case, the pharmacist will have to print it and distribute it in his pharmacy.
- Keep in touch with the Order of Pharmacists and send your CE Credits for validation in our new mandatory Continuing Education Program

3. The OPL e-services

Will be available as of 2014 second semester and will allow you to:

- Check your payment balance at OPL and OPL funds
- Do all your payments online
- Ask for all kind of documents from OPL (hard copies will be sent by LibanPost)

4. The online forms

The forms available online are:

- Complaints
- Suggestions
- Training certificate (currently downloadable but will be soon online)
- Recruitment Request form
- Employment Request form

And the following form will be available as of 2014 second semester:

- Employment certificate

5. The OPLconnect application

A Windows-based application which will allow OPL to send you:

- Reminders: congress, pharmacy day, sport event...
- Alerts: withdrawal of a drug, pictures of thieves caught by security cameras...
- Important links
- News: price variation, OPL activities...

6. The OPL e-Library

An easy and a pleasant learning tool:

- Check drug interactions and get the latest updates in evidence based medicine in Diseases and conditions from UpToDate
- Browse the most trusted books in pharmacy practice, Medications errors, Psychiatry

- Read latest updates about herbal medicine
- Make calculations easily
- Search any clinical topic using federated search engine across all databases

7. The Swank platform

Accessible through the e-library, Swank is a Learning Management System which provides continuing education courses in different areas:

- Pharmacy
- Clinical Laboratory Science
- Dietetics
- Patient Education

Other courses will be added to expand the course list.

The President of the Order of Pharmacists of Lebanon Rabih HASSOUNEH

OPL Web Guide 2014

STEP1: ACTIVATE E-MAIL

Go to www.opl.org.lb

Click on "Login" in the pop-up window



Or click on "Login" from the upper right menu



Chose "Pharmacist"

	AR FR EN Advanced Search
نقابة صيادلة لبنان Ordre des Pharmaciens du Liban	Hone Login Contas us FAQ
WHO ARE WE CAREERS DIRECTORY DRUGS USEFUL LINKS	Pharmacist Student
THE ORDER	THE PHARMACIST
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THE PHARMACIST	E-LIBRARY
	DRUGS
THE STUDENT	TRAINING CERTIFICATE
	SUGGESTIONS
	COMPLAINTS
THE PATIENT	SUB-COMMITTEES
	USEFUL LINKS

Click on "NOT YET REGISTERED? CLICK HERE"

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For more support, please cor Tel: 01 244 778 Mob: 03 9 Email: <u>support@in2info.com</u>	ntact in2info our official webprovider on: 925 797 1
Connected to Microso © 2010 Microsoft Corpora	ft Exchange ation. All rights reserved.

Your Email and Password will appear in a new window. Allow 48h for the mail to be active



STEP2: CHECK YOUR E-MAIL

Go to <u>www.opl.org.lb</u> Click on WEBMAIL



Enter your e-mail and password Click on "Sign in"

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E-mail address: Password:		
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STEP3: REGISTER A NEW ACCOUNT ON E-LIBRARY

Go to www.opl.org.lb

Click on E-LIBRARY

	AR FR EN Advanced Search	Q
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Who are we Careers Directory Drugs Useful links	Student	
THE ORDER	THE PHARMACIST	
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THE STUDENT	E-SERVICE DRUGS TRAINING CERTIFICATE	
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Click on "Register a new account"

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Latest News / Announcements	Trial Resources		Library Events	
> IMSN position statement 2013 Thursday, November 07, 2013	Currently no act	tive trial	1 No event available.	
 > DeepKnowledge Portal for Ordre Des Pharmacien <u>Au Liban launched!</u> Tuesday, December 20, 2011 	S Quick Links		Training Center	
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Enter your info (no need for Keywords) Create your OWN password Click on "Submit"

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You will be directed to this window Click on the home icon to log on to the E-library



Enter your OPL e-mail and the password you created Click on "Sign in"

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Profile Resources	Request a resource	Photo Gallery Search all resources Library Documents	Search
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STEP3: ACCESSING SWANK ON E-LIBRARY

In "Resources" click on "Swank Healthcare"



My Assigned Traini	ng Course List	Events	My Profile	My Completed Courses	Search	Logou

Recent Pages

Print

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In order to proceed you must accept the privacy policy

Health.edu recognizes that your privacy and the protection of your personal information are important to you. We have created a privacy policy in order to demonstrate our commitment to privacy. The complete privacy policy is available <u>here</u>.

As a provider of online educational services, Health.edu collects certain student or visitor information required by certifying authorities, accrediting bodies, licensing boards or governmental agencies. We store this information on our servers. In the online medium, detailed affirmation of a users' identity and their actions while using Health.edu is necessary to verify the legitimacy of course participants.

Health.edu utilizes industry standard security measures to protect against the loss, misuse, and alteration of information under its control. While there is no such thing as absolute security on the Internet, we will take reasonable and prudent steps to promote the security of the personally identifiable information which you provide.

I authorize disclosure of my information to third parties who assist TTUHSC in delivery of Continuing Education activities, Accrediting Agencies, Medical Licensing Agencies, and your employer (in instances in which you wish to participate in a Continuing Education activity as a part of assigned work responsibilities at your employer).

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As a provider of online educational services, Health.edu collects certain student or visitor information required by certifying authorities, accrediting bodies, licensing boards or governmental agencies. We store this information on our servers. In the online medium, detailed affirmation of a users' identity and their actions while using Health.edu is necessary to verify the legitimacy of course participants.

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Is uthorize disclosure of my information to third parties who assist TTUHSC in delivery of Continuing Education activities, Accrediting Agencies, Uncertain Licensing Agencies, and your employer (in instances in which you wish to participate in a Continuing Education activity as a part of assigned work responsibilities at your employer).

Please review the information and indicate your acceptance and acknowledgement.

Continue

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Click on the desired section (Dietetics, Pharmacy...)



U-500 Insulin

Pediatric Asthma Drugs and Devices

Understanding the TRICARE Pharmacy Benefit

The Crisis of Multidrug Resistant Organisms: Strategies for Improving a Dire Situation

3/1/2015

11/30/2015

10/31/2015

7/31/2014

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View Course

View Course

View Course

1.00 View Course

Click on view module

Bariatric Surgery: A Promising Treatment Option for Type 2 Diabetes

Course # 71013

Course Modules		
Name	Instructor	\frown
Bariatric Surgery: A Promising Treatment Option for Type 2 Diabetes	Athena Huang, PharmD, PGY2	View Module

Choose your preferred format

Click on "Click here to view" to see, listen or read the full course

	Please select one		For viewing te	chnical assistance, <u>click here</u>
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74	Portable Document Format	71013.Notes.pdf	Click here to view	٩
7.	Transcript	71013.transcript.pdf	Click here to view	٩
7	Charts and Graphs	71013.Charts.pdf	<u>Click here to view</u>	Q

When you are ready click on "Test"

Test Name		
Bariatric Surgery: A Promising Treatment Option for Type 2 Diabetes	<u>Test</u>	

Fill the answers

Click on "Continue to course evaluation"

Course Test	
1. Which of the following is a contraindication to bariatric surgery?	
OHypertension	
Bipolar disorder and schizophrenia	
History of medication compliance	
OAll of the above	
2. What is a postulated mechanism for bariatric surgery?	
Hindgut theory	
ODumping syndrome	
©Foregut theory	
◎ All of the above	
3. Which of the following bariatric surgeries has shown the greatest weight loss?	
Caparoscopic adjustable gastric band	
Sleeve gastrectomy	
Roux-en-Y gastric bypass	
Biliopancreatic diversion	
4. Which of the following bariatric surgeries has shown the highest 30-day mortality rate?	
Caparoscopic adjustable gastric band	
Sieeve gastrectomy	
Roux-en-Y gastric bypass	
Pilipangentic diversion	

Fill the evaluation Click on "Submit and grade test"

Course Evaluation					0	
N/A = Not Applicable, 1 = Poor, 2 = Below Average, 3 = Average, 4 = Above Average, 5 = Excellent						
EVALUATION OF EACH OBJECTIVE						
Differentiate obesity classifications and guideline recommendations regarding bariatric surgery in type 2 diabetes (T2DM).	01	0 2	0 3	04	0.5	
Differentiate types of bariatric surgery.	01	0 2	03	04	0.5	
Recognize desired clinical outcomes of bariatric surgery in T2DM.	01	0 2	0 3	0 4	0 5	
Recognize cost-effectiveness of bariatric surgery in T2DM.	01	0 2	0 3	0 4	0 5	
The test questions reflected program objectives	01	Q 2	0 3		O 5	
FEFECTIVENESS OF PRESENTER(s)						
Teaching methods/strategies appropriate to presentation	0.1	0.1	0.	0.1	0.5	
Overall level of presentation	01	02	0.	04	0.5	
Use of teaching aids/techniques	01	02	0,	04	0.5	
Ability to communicate major points	01	02	0.	04	05	
	01	02	0.3	0.4	0,	
CONTENT OF COURSE						
Content followed outline	© 1	2	03	0 4	◎ 5	
Relationship of the objectives to the overall purpose/goal(s) of the activity	01	0 2	3	0 4	0 5	
Graphics enhanced program content	01	0 2	3	0 4	O 5	
Appropriateness of the program educational level	01	0 2	03	0 4	0 5	
was the content current, relevant, accurate, and userul to your practice at the time you viewed this video?	1	0 2	03	0 4	0 5	
ACHIEVEMENT OF PERSONAL OBJECTIVES						
I feel my personal objectives were met by this program	01	0 2	3	04	0 5	
Viewing this program has enhanced my practice/job	01	0 2	3	0 4	0 5	
Effective use of time in covering the subject	01	0 2	03	04	05	
PROGRAM VIEW METHOD						
Please enter the method by which you viewed the program.						
Web Streaming (Online Viewing)						
NEEDS ASSESSMENT/COMMENTS						
Please enter your comments and include information on what topics you would like to have offered in the future						
DISCUSSION/REFLECTIVE ANALYSIS (Nursing ONLY)						
Please take several minutes to respond to the Discussion/Reflection questions found on the Course Handout/Syllabus.						
As a result of this activity, what changes will you make in your practice?						
					/	

To check your credits click on "My Completed Courses" Click on "View Certificate"



My Completed Courses

Courses will appear in the list below within an hour after successful completion. To print a certificate for one course, click the View Certificate link next to the course title. To print a list of all courses completed on swankhealth.com, click the Print My Course History link above.

Health.edu (CE/CME)

Course Name	Status	Due Date	Completed On	Course #	Credits	
Cultural Competency	Completed		2/7/2014	71213	1.00	View Certificate
<u>Heart Failure</u>	Completed		2/6/2014	70314	1.00	View Certificate
Nutritional Assessment	Completed		1/23/2014	62112	1.00	View Certificate
Leadership and Effective Communication	Completed		1/23/2014	12812	1.00	View Certificate
Insulin Dosing, Pharmacokinetics, and Administration	Completed		10/21/2013	72111	1.00	View Certificate
Hypertension Management Update	Completed		10/21/2013	71111	1.00	View Certificate
Sleep and Sleep Disorders	Completed		10/10/2013	51913	0.00	View Certificate

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DUPLICATE

Texas Tech University Health Sciences Center Provider: Health.edu Texas Tech University Health Sciences Center 3601 4th Street Lubbock, TX 79430

CERTIFIES THAT HALA SACRE (PHARM. D.) 2658 Order of Pharmacists Lebanon - , IT HAS BEEN AWARDED 1 CONTACT HOURS FOR

71213 Cultural Competency Approval # 00096-9999-13-026-H04-P 0096-9999-13-026-H04-T

Program Expiration Date: 8/31/2015 Instructor: Kenna D. Payne, PharmD, BCPS Date Completed: 2/7/2014 8:02 AM



Director of Continuing Education The School of Pharmacy

Pharmacy : Pharmacy : Texas Tech University Health Sciences Center School of Pharmacy is accredited by the Accreditation Council for Pharmacy Education as a provider of continuing pharmacy education.

Knowledge-based program with UAN #00096-9999-13-026-H04-P 0096-9999-13-026-H04-T.

Health.edu reports Florida Continuing Education (Contact Hours) to CE Broker.

OPL Recruitment Service

For Job Seekers

- 1. Go to <u>www.opl.org.lb</u>
- 2. Click on "Careers"



3. You need to submit a "Job Application" by first filling your OPL Registration number and date of birth. Now click "Next"

Job Application				
ENTER YOUR OPL REGISTR	ATION NU	IMBER AND) YOUR DATE OF BIRTH	1
OPL Registration No.				
Date of Birth	/ dd	/ mm	уууу	
		N	EXT	

- 4. The application will open and you can now fill your Personal information, Contact Information, Target Position, Experience and Education
- Make sure to fill your active email account that you use on daily basis (such as <u>---@opl.org.lb</u>, <u>---@hotmail.com</u>, <u>---@gmail.com</u>) in order for the recruiter or OPL recruitment service to contact you.

Contact Information	
* Email Address	
* Confirm Email Address	
* Mobile Phone	

 After you fill the form, you need to upload your CV into our system. Press "Choose File" in order to attached your CV. The only accepted file formats are doc, docx or pdf.

Please note that uploading your CV is not obligatory but highly recommended.



- 7. Click "Submit" in order to submit your application to the OPL Recruitment Service.
- 8. The Recruitment Committee will review your application and match your goal and qualification to available job vacancies.
- 9. If the recruiter finds interest in your application, then they will contact you directly and schedule an interview.
- 10. Once you are hired, please send an email to <u>recruitment@opl.org.lb</u> in order not to forward your application to other available vacancies.

Good Luck!!!

For Recruiters

- 1. Go to <u>www.opl.org.lb</u>
- 2. Click on "Careers"



3. On the right hand side of the page, click on "Recruitment"



- 4. Fill out the application form stating all the information related to this vacancy. Please note that each position require a separate form.
- 5. At the end of the application form, you need to fill the "Contact Information" in order for the Recruitment Committee to send you the matching CVs. Please note that the contact information will not be shared with the Job seekers.

Contact Information		
* Name]
Position		
* Telephone		Ext:
* Email		
	SUBMIT	

6. Click "Submit" in order to submit your application to the OPL Recruitment Service. Matching CVs will be sent directly to your email.

For any special request, kindly send an email to <u>recruitment@opl.org.lb</u>

ENJOY OPL NEW SERVICES!!