

BridgesEXP™
powered by **self.me**

STUDENTS GUIDE

Placing An Order & Completing Clinical Requirements

Baptist Health System School of Health Professions - Nursing

WELCOME TO BRIDGES EXP™!

Bridges EXP™ is a platform designed to help you **manage your clinical education experience**. Getting up and running **takes a few minutes** once your account is activated. To begin, visit www.bridgesexp.com.

CODE: **BW58bridges**



NEW USERS:

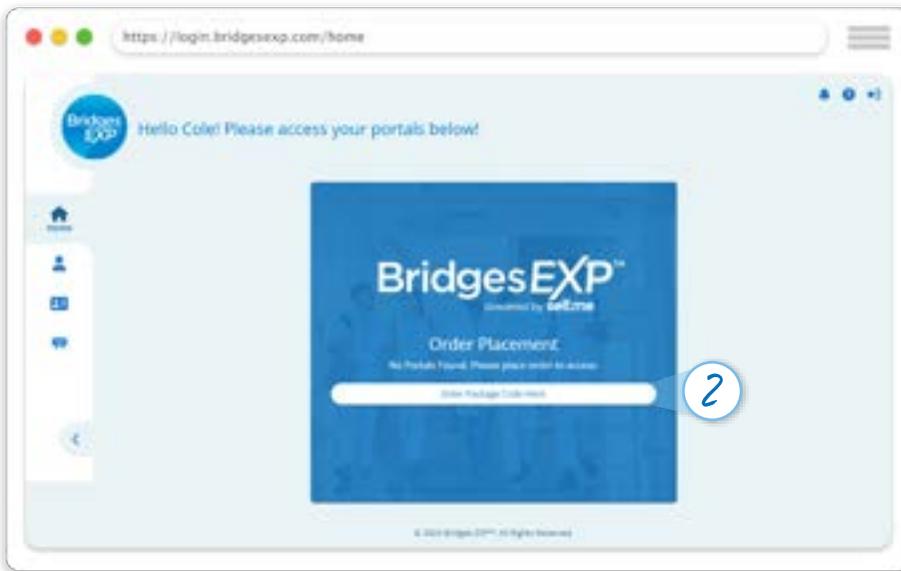
SET UP YOUR BRIDGES EXP™ PROFILE

Select **“Create Account”** in the top right menu of the home page and follow the on-screen prompts to create your **Bridges EXP™** account with multifactor authentication. Enter the required information to finish setting up your **Bridges EXP™** Profile.

EXISTING USERS: Select **“Login”** in the top menu of the home page and enter your **Bridges EXP™** username and password. Once in your account, on the left menu, locate and select the **“Account”** tab. Under **Order Details**, type in the package code and select **“Submit.”** On the next screen, enter the required information to submit your **Bridges EXP™** order.

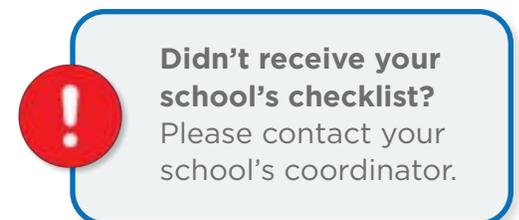
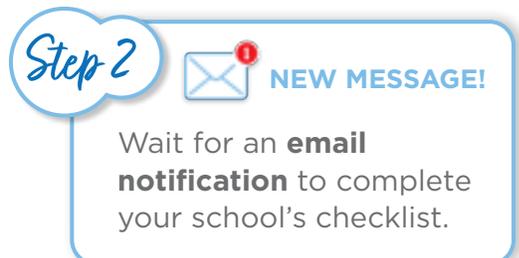
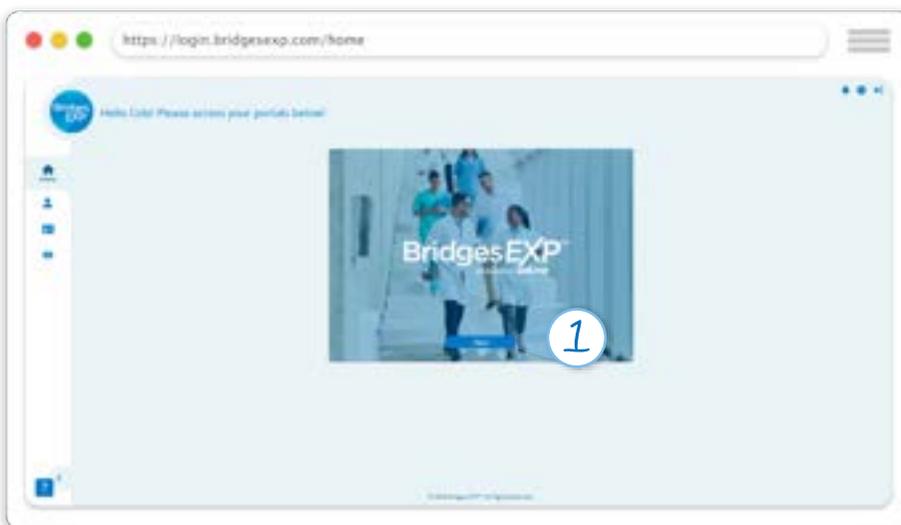
PLACE YOUR ORDER

Congratulations, you have created your **Bridges EXP™** account! Next, you will need to place your **Bridges EXP™** order by entering the package code into the **Order Placement** tile. Type in the package code and select “**Submit**.” On the next screen, enter the required information to submit your **Bridges EXP™** order.



ACCESS YOUR BRIDGES EXP™ ACCOUNT

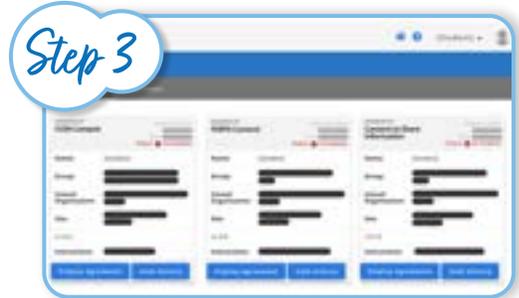
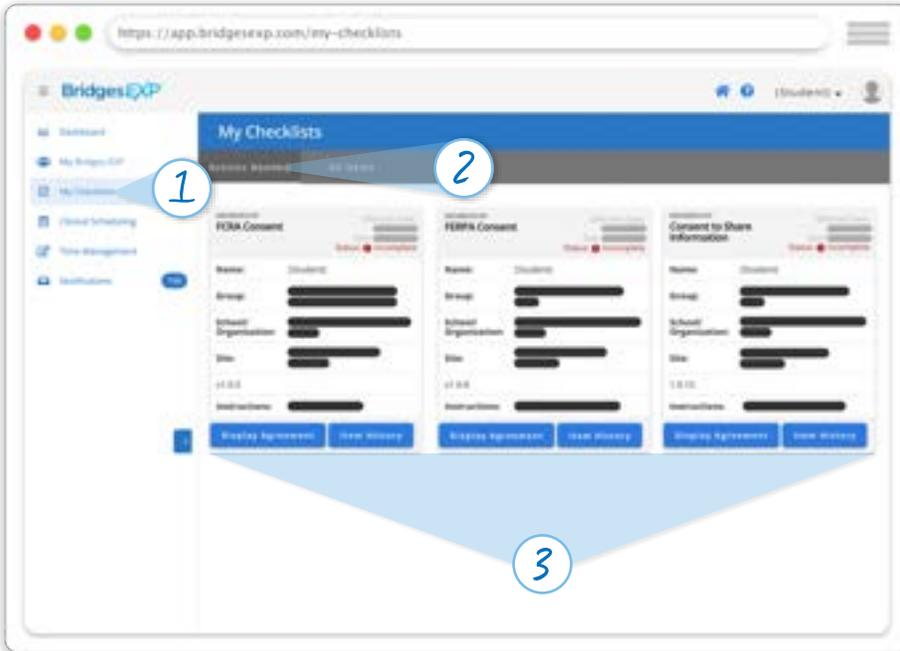
Log into **Bridges EXP™**. A new tile for **Bridges EXP™** will be available on your home screen. Select “**Open**” on the **Bridges EXP™** tile and follow the on-screen prompts to complete your **eSignature** and **Terms of Use agreements**. You’ve successfully set up your **Bridges EXP™** account!



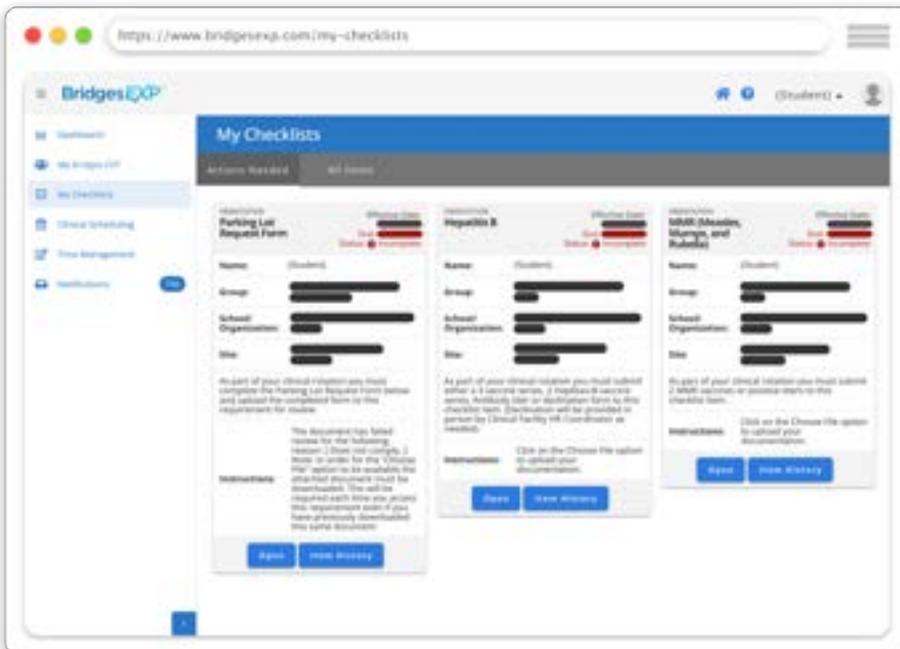
BEGIN YOUR CHECKLIST

Once you receive an email notification that a new checklist has been added, select “Open” on the **Bridges EXP™** tile on your home screen. Select “**My Checklists**” from the panel on the left and ensure you are viewing the “**Actions Needed**” tab. Your **Membership Requirements** will display and you will need to **review and sign** the following items:

- FCRA (Fair Credit Reporting Act) Consent
- FERPA Consent
- Consent to Share Information

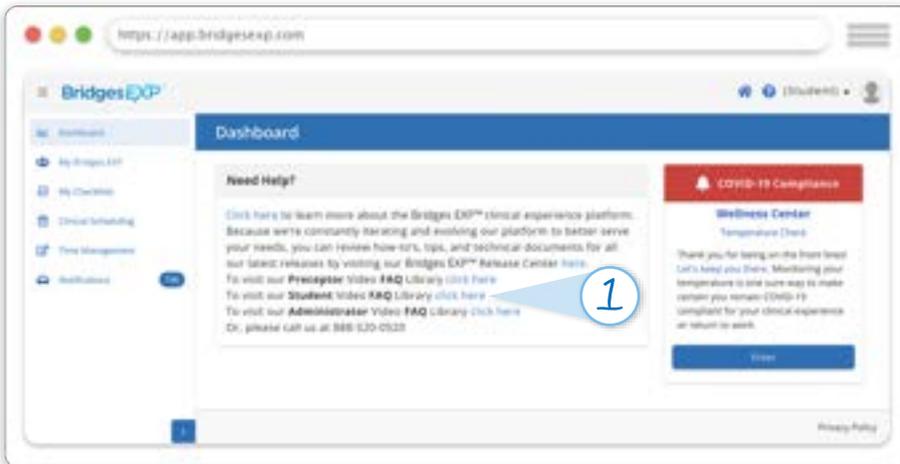


Once your **Membership Requirements** are completed, your **Clinical Requirements** will populate in the “**Actions Needed**” tab. Please **complete all items** that appear in this list as this is the last step in **accepting your membership** for your clinical group.



QUESTIONS?

Visit our **Student Video FAQ Library** by selecting the “**click here**” link in the **Need Help?** tile of your **Bridges EXP™ Dashboard**.



Step 1

To visit our **Student Video FAQ Library**

Step 2

WE'RE HERE TO HELP!



The **User Experience Help Desk** is available to assist you via **phone** and **email**.

Monday—Friday: 8am—6pm EST

888.520.0520
studentsupport@bridgesexp.com