Logan Health myClinicalExchange Resources

ACCOUNT REGISTRATION

1. Go to www.myclinicalexchange.com
2. Click the Student menu and select Registration.

3. Click New Account
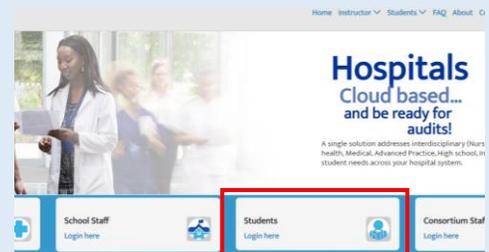

4. Complete Step 1 – New Student Registration
   a. A proper e-mail address is required. The system will send a validation code in the next step. A per e-mail address may be used if the University does not issue University-based e-mail addresses.
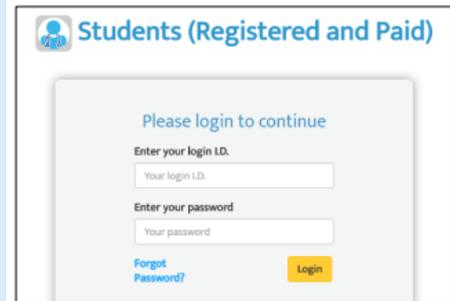

5. Complete Step 2 – New Student Registration Validation
   a. A validation code was sent to your email from mCE do-not-reply (do-notreply@myclinicalexchange.com).
   b. If you do not see the email in your inbox, junk, or spam folder, please click Resend Validation Code.
6. Complete Step 3 – New Student Registration Profile
   a. Check the box at the bottom of the page to agree to the myClinicalExchange Privacy Notice Terms of Use.
   b. Click Complete Registration. You will see a confirmation page indicating that your account has been created. **Please note that a payment is required to allow you full access to all functions of myClinicalExchange.
   c. Click Continue to navigate to the Student Login Page.

LOGGING INTO mCE

1. Go to www.myclinicalexchange.com

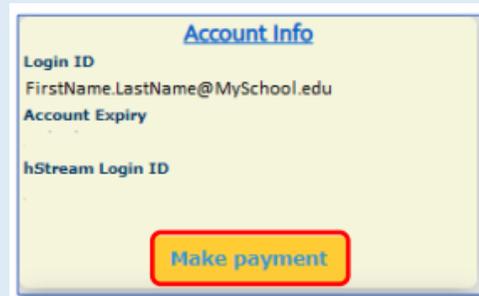2. Enter your login I.D. and your password.

PAYMENT

**Please check with your School and/or Hospital to see if you need to personally pay for your myClinicalExchange account. In some cases, your School or your rotational Hospital *may* cover your registration fee.

1. Click "Account Settings".

2. Click **Make payment** in the top right Account Info section

3. Double-check that all the information is correct.
   a. Product: myClinicalExchange
   b. Term: *the length of subscription*

**We recommend using Google Chrome, Firefox, or Safari.*
**This document is for reference only. mCE reflects the most current.*

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HEALTH