

How to Register to SiTELMS Franklin Square Hospital Center

1. Log into www.fsh.sitelms.org



2. Click on "**Create an Account Now**" located under the Login button.

3. Enter all the demographic fields as they appear (**You must have an email address to use the site**).
4. Once all fields are entered click on the "Next" button on the bottom.
5. Choose the **State** that your organization is in (**Maryland**) your **organization** (**Franklin Square Hospital Center**) & your **position** (**Resident**) from the drop down menu. The system will then ask if you are a **staff employee—yes or no**. Since you will not have employee numbers, please select **NO**. Click "Next".
6. Choose your specialty from a drop down menu (**RES-GME**) Click on "Next".
7. You will be asked to choose your CE Manager from the drop down menu. The CE manager should be the individual who is sending you this letter.
Rhonna Murgatroyd
8. Once you have entered all your information click "Finish".
9. Click "Back to SiTELMS Home Page" or Login.
10. You should receive an email from your CE managers once your registration has been approved.
11. You will not be able to Login until your CE Manager approves your registration. If you do not receive an email within 24-48 hours noting your registration has been approved, please contact your CE Manager.

**Please Remember Your
Password as you will need this when you arrive for orientation**

