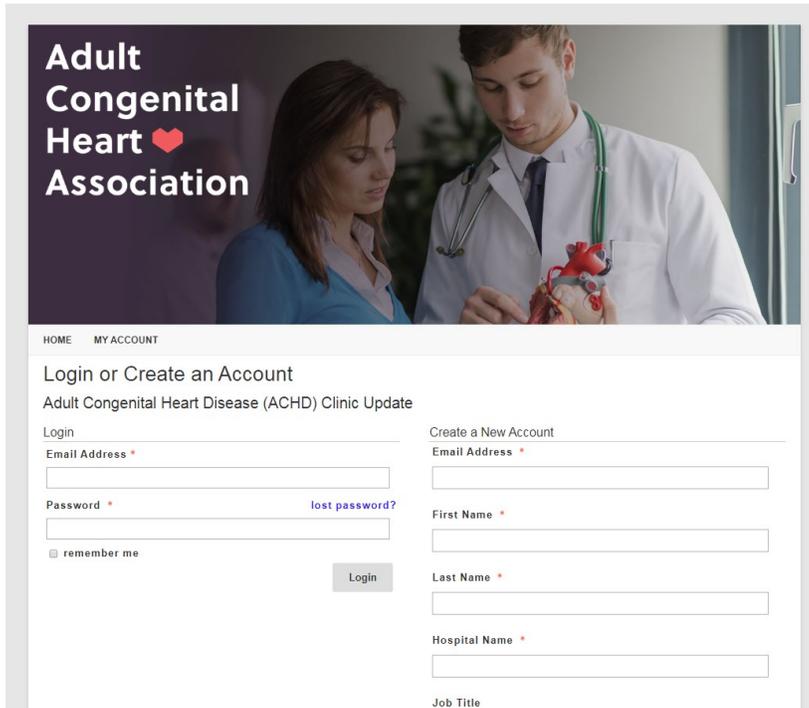


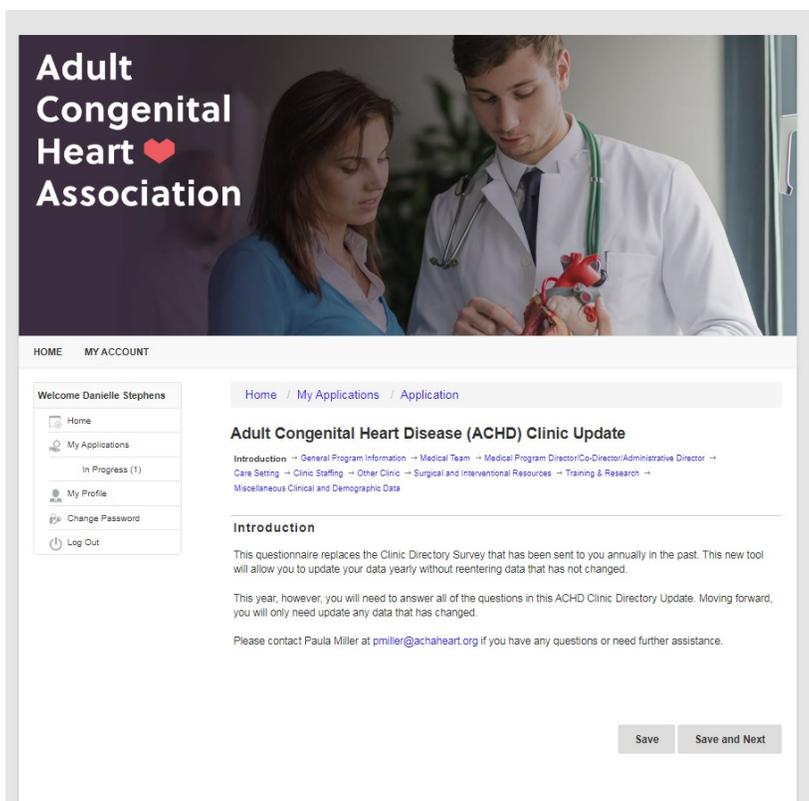
Click this link to go to the landing page for the new Clinic Directory application:

<https://acha.secure-platform.com/a/solicitations/home/2>



The screenshot shows the top navigation bar with the ACHA logo and a header image of a doctor and a patient. Below the header, there are two main sections: "Login or Create an Account" and "Adult Congenital Heart Disease (ACHD) Clinic Update". The "Login or Create an Account" section has two columns. The left column is for login, with fields for "Email Address" and "Password", a "remember me" checkbox, and a "Login" button. A "lost password?" link is also present. The right column is for creating a new account, with fields for "Email Address", "First Name", "Last Name", and "Hospital Name", and a "Job Title" field below. The "Adult Congenital Heart Disease (ACHD) Clinic Update" section is partially visible below the login form.

- Create a new log-in for your clinic directory site
- Creating multiple log-ins will create multiple Clinic Directory submissions, and your site will not be uploaded
- Recommendation to share one log-in if multiple people will be accessing the Clinic Directory application
- If you have any questions please contact Paula Miller at [pmiller@achaheart.org](mailto:pmiller@achaheart.org)



The screenshot shows the user's application page. The top navigation bar is the same as in the previous screenshot. Below the header, there is a "Welcome Danielle Stephens" message and a "HOME MY ACCOUNT" navigation bar. The main content area is titled "Adult Congenital Heart Disease (ACHD) Clinic Update" and includes a breadcrumb trail: "Home / My Applications / Application". The page content includes an "Introduction" section with a paragraph of text and a "Save" and "Save and Next" button at the bottom right.

- You will then go to the landing page for the Clinic Directory
- You can access any section by clicking on one of the links next to "Introduction"
- It is **crucial** to continuously save the document as you are working on it
- ACHA has no way to recover data that wasn't saved prior to closing the webpage
- To begin working on your application click "Save and Next"

[Home](#) / [My Applications](#) / [Application](#)

## Adult Congenital Heart Disease (ACHD) Clinic Update

[Introduction](#) → [General Program Information](#) → [Medical Team](#) → [Medical Program Director/Co-Director/Administrative Director](#) → [Care Setting](#) → [Clinic Staffing](#) → [Other Clinic](#) → [Surgical and Interventional Resources](#) → [Training & Research](#) → [Miscellaneous Clinical and Demographic Data](#)

Please provide the name of ACHD Program (this is not the name of the hospital / university that houses the program) \*

### Clinic Address \*

Please provide the physical (GPS) street address of the clinic (i.e. location where patients go for visits)

Street Address

Line 2

City

Country

State / Province

Zip / Postal Code

- All questions with the \* must be completed prior to submission
- Use the drop down menu to add additional staff members
- The country will pre-populate to the United States, but all countries are within the drop down menu

Name \*

Title \*

Email \*

Telephone Number \*

### Person responsible for sponsorship opportunities

Please provide the name and contact information for the person responsible for sponsorship opportunities

Name \*

Title \*

Email \*

Telephone Number \*

- If you are going to go to a previous page or move to the next page always click the save button to ensure your data is saved
- You don't have to complete the entire page at one time, you can complete some and come back to it at another point

Prev

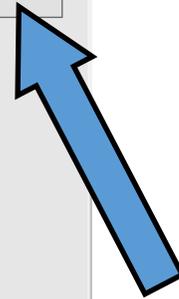
Save

Save and Next

# Adult Congenital Heart Association

[Introduction](#) → [General Program Information](#) → [Medical Team](#) → [Medical Program Director/Co-Director/](#)  
[Care Setting](#) → [Clinic Staffing](#) → [Other Clinic](#) → [Surgical and Interventional Resources](#) → [Training & Research](#)  
[Miscellaneous Clinical and Demographic Data](#)

Success  
Information Saved



- When saving, you should see the “Success” green button at the top
- If you don’t see this, your information is not saved

## Please note

The Medical/Program Director's full contact information (email address, phone number and mailing address) are for internal purposes only. Only name and credentials will be listed online.

## Medical Director

Medical Director Name \*

Medical Director Credentials \*

Medical Director Mailing Address \*

Street Address

Line 2

- 
- When you are completely done the Clinic Directory application, you will submit.
  - For your information you will be providing in 2019, you will be able to access this application and change/update information. You will not need to create the entire Clinic Directory application again (as in previous years)
  - If you have any additional questions, please contact Paula Miller at [pmiller@achaheart.org](mailto:pmiller@achaheart.org)