



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL
2250 STANLEY ROAD
FORT SAM HOUSTON, TEXAS 78234-6100

MEMORANDUM FOR: Entry Level Executive Nurse Course Students

SUBJECT: Letter of Instruction

You are about to register for the Joint Medical Executive Skills Institute (JMESI) Distance Learning (DL) Modules. These modules are a pre-requisite for the **Entry Level Executive Nurse Course (ELENC)**. If you have any problems during registration or while taking the module, please notify the JMESI Registrar at: usarmy.jbsa.medcom-ameddcs.list.jmesi@mail.mil.

1. To access the distance learning modules go to the Joint Knowledge Online (JKO) Learning Content Management System (LCMS) at: <http://jko.jten.mil/mhs>.
2. Click **“OK”** on the DoD Warning Banner.
3. Select **“Login using my CAC”**; select your current CAC certificate in the **“Select Certificate”** pop up box and click **“OK”**.
4. Select the **“Course Catalog”** tab located below the Health Education and Training Online Learning banner.
5. Click on the **“Curricula”** tab.
6. Type the acronym **JMESI** in the search box and click **“Search”**.
7. Locate **“JMESI – Entry Level Executive Nurse Course (ELENC) Phase 1 – Distant Learning”** and click **“Enroll”**.
8. Click **“Continue”** in the **“Curriculum Enrollment”** pop up box.
9. You will receive an **Enrollment Notification – Course Welcome** email from the JKO LCMS with instructions. You may then begin completing the required JMESI modules for your course:

JMESI-US050: Labor Relations One: Principles
JMESI-US085: Outcomes Measurement One Fundamentals
JMESI-US086: Outcomes Measurement Two: Applications
JMESI-US020: External Accreditation One: Overview
JMESI-US021: External Accreditation Two: Preparations and Findings
JMESI-US099: Quality Management Two: Patient Safety
JMESI-US054: Leadership One: Behavior and Styles
JMESI-US055: Leadership Two: Case Study
JMESI-US056: Leadership Three: Team Leadership
JMESI-US003: Change and Innovation One: Overview and Tools
JMESI-US004: Change and Innovation Two: Implementation and Evaluation
JMESI-US029: Group Dynamics One: Fundamentals
JMESI-US030: Group Dynamics Two: Applications
JMESI-US012: Decision Making
JMESI-US009: Conflict Management One: Principles
JMESI-US010: Conflict Management Two: Negotiation
JMESI-US046: Joint Operations/Exercises
JMESI-US047: Joint Operations Two: Applications

10. Once **all 18 required modules** are completed, proceed to print a final completion certificate. Print a copy of the completion certificate to give to the course Program Director and attach the copy with your DA 3838 for Phase II registration.

We look forward to your enrollment into the JMESI modules. Please do not hesitate to contact us at: usarmy.jbsa.medcom-ameddcs.list.jmesi@mail.mil for any concerns or difficulties with the JMESI modules. Please contact the Program Director at 210-295-4340 for all other matters pertaining to the Phase II week resident course.

Executive Director
Joint Medical Executive Skills Institute (JMESI)