

## How to Register for The CAL

Before registering for specific training series, you must first create an account by registering for The CAL. To do so, click here: <http://bit.ly/HRC-CAL>. This will bring you to The CAL sign in page. In the box on the left side of the page, click "Sign up here." The registration page below will pop up. While it appears that only certain fields are required, **for HEI credit, you MUST complete the entire form** except as noted below.

theCAL.org

First Name\*

Last Name\*

Email\*

Time Zone \*

(GMT) Greenwich Mean Time : Dublin, Edinburgh, Lisbon, London

Workphone

Address1

Address2

City

State

Zip

Country

-Select One-

Billing Address 1

**DISREGARD THE BILLING ADDRESS SECTION**

These trainings are provided to you for free by the Human Rights Campaign Foundation as part of your organization's participation in the Healthcare Equality Index.

Security Keyword\*

Facility ID <http://hei.hrc.org/orgidlookup.cfm>

Name of Facility/Organization

Type of Organization

-Select One-

Primary Role

-Select One-

Administrator Work Area \*Required for Executive Briefing Participants

-Select One-

Job Title

By clicking Sign Up, you agree to the Terms and Conditions

**SIGN UP**

Already have an account? [Sign in](#)

Please enter your workplace address here. If you work in more than one location within a healthcare system, please enter the address for the facility that you work at most frequently.

### Facility Name

Swedish Medical Center - Ballard  
Swedish Medical Center - Cherry Hill  
Swedish Medical Center - Edmonds  
Swedish Medical Center - First Hill  
Swedish Medical Center - Issaquah

### HEI Facility ID

67258  
60455  
60387  
55828  
66754

The security keyword is **HRC**

Note: It is case-sensitive.

Enter the Facility ID provided by your organization. If you do not have the Facility ID, you can [click here to look it up](#).

Please use the full name of your facility.

Once you click here to create your account, you will receive an email from [armsinc@sabacloud.com](mailto:armsinc@sabacloud.com) which will contain a hyperlink to activate your account. When you click on that link you will be prompted to create a password. You may then register for the trainings.