

**BUILD
EMPIRE**

LMS Buyers Checklist



for healthcare



Current LMS assessment



Reflect on the strengths and gaps in your current LMS

Area	Assessment Question	Yes/ No	Notes
Engagement	Are users regularly engaging with training content?	<input type="checkbox"/>	
User experience	Is the LMS intuitive and easy for all user types (admins, learners, SMEs)?	<input type="checkbox"/>	
Reporting	Does it provide robust reporting and analytics?	<input type="checkbox"/>	
Content support	Does it support SCORM, xAPI, video, microlearning, etc.?	<input type="checkbox"/>	
Tech limitations	Are you facing downtime, loading issues, or outdated UX?	<input type="checkbox"/>	
Support	Is vendor support timely and knowledgeable?	<input type="checkbox"/>	
Cost	Is the ROI aligned with your learning goals?	<input type="checkbox"/>	

Core requirements



Requirements	Priority	Must have?	Notes
<i>Easy user onboarding (admins + learners)</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Customisable branding</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Mobile accessibility</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Learning paths/ curriculum builder</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Gamification</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Built-in content authoring</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Integrations</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Reporting and data export options</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>API access</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>User segmentation</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	
<i>Certification and compliance tracking</i>	<i>High/Mid/Low</i>	<input type="checkbox"/>	

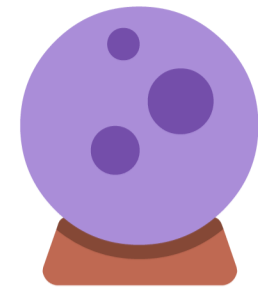
Health considerations



Feature	Why it matters	Required?	Notes
HIPAA-compliance	For handling sensitive data	<input type="checkbox"/>	
Automated compliance tracking	Stay audit-ready	<input type="checkbox"/>	
Mobile learning for shift workers	Supports just-in-time learning	<input type="checkbox"/>	
Clinical skills and competency validation	For verifying hands-on clinical skills and procedures		



Scalability and future proofing



Consideration	Question	Must have?	Notes
Scales to 10x current users	Can the LMS grow with us?	<input type="checkbox"/>	
Modular features	Can you add or remove functionality as needed?	<input type="checkbox"/>	
Multi-region/server support	For global orgs	<input type="checkbox"/>	
AI or adaptive learning roadmap	Forward-looking capability	<input type="checkbox"/>	

Vendor and support evaluation



Questions	Yes / No	Notes
<i>Do they offer a sandbox or free trial?</i>	<input type="checkbox"/>	
<i>Is implementation supported (onboarding, migration)?</i>	<input type="checkbox"/>	
<i>What's their SLAs and uptime guarantee?</i>	<input type="checkbox"/>	
<i>Are customer reviews positive and relevant to your sector?</i>	<input type="checkbox"/>	
<i>Is pricing transparent and predictable?</i>	<input type="checkbox"/>	



Final steps checklist

Here are 6 final steps that will help you complete your LMS buyer checklist

- ✓ Conduct stakeholder interviews (clinical, compliance, and administrative leads)
- ✓ Gather feedback on current LMS pain points
- ✓ Prioritise 5–7 "non-negotiables"
- ✓ Demo at least 3 platforms
- ✓ Map features to goals using this checklist
- ✓ Pilot test with a small group

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Get in touch

We pride ourselves on putting the needs of our customers first, and creating innovative solutions that solve their biggest challenges.

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