|                                            | Intended Audience                                                                                            | Description                                                                                                                                                                                                                                                                                                         | Session(s)            | Link                                                                                                                                                                                                                                                                         |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Virtual at the Elbow<br>WebEx Support Line | For all end-users<br>documenting in H2O/Epic                                                                 | This Virtual at the Elbow; VATE, WebEx<br>support line is for any H2O; Epic, end-<br>user with a question in the use of the<br>Epic application. Connect with a<br>resource that will document your<br>concern, take your contact information<br>and connect you with an H2O training<br>team member to assist you. | Daily<br>7 am to 9 pm | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m05e062d6c5e4ff8fa6c063b39dbe75cb<br>The NYC H+H Enterprise Service desk is available 24/7<br>Call: 877-934-8442 or Email EnterpriseServiceDesk@nychhc.org<br>with a detailed description of the issue and contact information |
| Nursing; Emergency, Out &<br>In-patient    | Any NEW Agency RN who<br>will be assigned in a unit or<br>float between Inpatient,<br>Outpatient, ICU and ED | This is an accelerated and EPIC Cross -<br>Application COVID-19 Care RN course<br>that will go over very basic<br>documentation in EPIC in three<br>applications- Ambulatory, Inpatient/ICU<br>and Emergency Room                                                                                                   | Daily<br>3 & 7pm      | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m47c198a19f500585cabcd05c9ac9aa4e                                                                                                                                                                                              |
| Provider; MD,<br>NP, PA                    | New or existing MD, NP<br>or PA                                                                              | Any Provider/NP/PA New or current who need training on Inpatient and ED                                                                                                                                                                                                                                             | Daily<br>1 & 6 pm     | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m176b5e578cb4295b2132d2aa32621393                                                                                                                                                                                              |
| Respiratory<br>Therapist                   | Respiratory Therapists                                                                                       | This course covers patient list<br>management, work list tasks, chart<br>review, documentation in flowsheets<br>and writing notes.                                                                                                                                                                                  | 8 am                  | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m2e402054e48dd4321ef02f1191212f30                                                                                                                                                                                              |
| All Staff                                  | Any Role – New to EPIC user                                                                                  | This is a general overview of EPIC for any<br>user. It will go over how to log in, how to<br>navigate hyperspace, patient look –up<br>etc.                                                                                                                                                                          | Daily<br>9 am & 3 pm  | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mcb4a3f02898b397154d39c15d25f45c6                                                                                                                                                                                              |

| Roosevelt Island Medical<br>Center & BJK Field Hospital<br>Registration & Admission | Admitting Staff for the Billie<br>Jean King Field Hospital                                                               | This session will review the registration /<br>admission process for the Billie Jean King<br>Field Hospital in Queens<br>Start Time***** Sustainable Train                                                                                                                                            | Daily<br>9 am & 1 pm<br>ing Classes abbre | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m25f5ccf482354435ca98b49e95b93b4c<br>eviated in length due to the COVID-19 Crisis*****Note the Change in Start Time***** |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ASAP ED Nurse 200                                                                   | Medical ED RNs, LPNs, ED<br>Nurse Managers,<br>Associate Directors of ED<br>Nursing, Medical<br>Directors of ED Nursing. | In this course, you will explore blood<br>administration, documenting a<br>code/trauma patient, results review,<br>as well as dispositioning the patient.                                                                                                                                             | Thursday<br>April 30<br>9 am              | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mc2df75c6c9026ed9db8fa36275e46795                                                                                        |
| ASAP ED Tech                                                                        | Medical ED Techs,<br>PCAs, PCTs, CNAs, MAs                                                                               | In this course, you learn the basics of<br>Epic's ASAP Emergency Department<br>software by tracking patients<br>through common ED workflows. This<br>course includes patient tracking<br>tools, documenting using the tech<br>narrator, task and specimen<br>collection, notes, and procedures        | Thursday<br>April 30<br>9 am              | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mf0974c5735a46a93071640ed6007b44a                                                                                        |
| Ambulatory Obstetric<br>Nurse                                                       | RNs and LPNs in OB<br>clinics                                                                                            | learn the basics of the Epic system,<br>including how to room a patient<br>being seen for initial and routine<br>prenatal visits, documenting<br>menstrual history, smoking status<br>and OB History. Additionally you will<br>learn how to document pregnancy<br>test results and create a pregnancy | Thursday<br>April 30<br>9 am              | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mb211aa4d1fa3be796e0b3a72a9beb50e                                                                                        |

|                      |                        | Episode. Document point-of-care         |          |                                                                        |
|----------------------|------------------------|-----------------------------------------|----------|------------------------------------------------------------------------|
|                      |                        | prenatal urine tests, specimen          |          |                                                                        |
|                      |                        | collection for lab tests, write nursing |          |                                                                        |
|                      |                        | notes and document OB patient           |          |                                                                        |
|                      |                        | education. You will also learn how to   |          |                                                                        |
|                      |                        | document administration of              |          |                                                                        |
|                      |                        | Rhogam, schedule OB ultrasound          |          |                                                                        |
|                      |                        | orders, and document telephone          |          |                                                                        |
|                      |                        | encounters                              |          |                                                                        |
|                      | OUTPATIENT Social      | Learn how to navigate through the       |          | Link:                                                                  |
|                      | Workers, Dietitians,   | outpatient Ambulatory                   | Thursday |                                                                        |
|                      | Audiologists, HIV      | components of Epic. This includes:      |          |                                                                        |
|                      | Counselors, Genetic    | how to review patient information       | April 30 | https://hhc.webex.com/hhc/j.php?MTID=mf2a7d7c9f5feb7d5d4b24c0116bf3ac6 |
|                      | Counselors, Speech     | using Chart Review, how to open a       |          | ······································                                 |
|                      | Language Pathologists, | patient encounter from the              | 9 am     |                                                                        |
|                      | Health Educators and   | outpatient schedule (including          |          |                                                                        |
|                      | Nutritionists.         | encounters scheduled to another         |          |                                                                        |
|                      |                        | provider or resource), how to view      |          |                                                                        |
|                      |                        | important historical information        |          |                                                                        |
|                      |                        | from within a patient encounter,        |          |                                                                        |
|                      |                        | how to view and update the              |          |                                                                        |
|                      |                        | Problem List, how to add and            |          |                                                                        |
|                      |                        | associate a visit diagnoses, how to     |          |                                                                        |
|                      |                        | write a note using Smart Tools,         |          |                                                                        |
|                      |                        | and how to document and                 |          |                                                                        |
| ∑,                   |                        | associate charges. Also included in     |          |                                                                        |
| cilla                |                        | this course will be information         |          |                                                                        |
| An                   |                        | regarding scheduling, patient           |          |                                                                        |
| Ambulatory Ancillary |                        | communication, and patient              |          |                                                                        |
| ulat                 |                        | education. You will also learn how      |          |                                                                        |
| -<br>m<br>p          |                        | to use In Basket, the clinical          |          |                                                                        |
| ۲                    |                        | internal messaging system of Epic       |          |                                                                        |

| Clin Doc Inpatient RN 200        | Adult Inpatient Nurses,<br>All Inpatient LPNs,<br>Pediatric Nurses, Nurse<br>Managers, Oncology<br>Nurses             | This course covers how to document<br>insertion and removal of IV lines,<br>I&O, arriving a transfer patient,<br>documenting restraints, discharging<br>patients, code documentation and<br>end of shift. This course will also<br>cover how to document using the<br>Rovers                                                                           | Thursday<br>April 30<br>9 am | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mcf90e8b9e500426be0716b76298071db |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------|
| STORK L & D RN 200               | L&D Registered Nurse,<br>L&D Nurse Manager,<br>Nursery Nurses,<br>Postpartum Nurses, NICU<br>Nurses.                  | This course covers documenting<br>the delivery, IV medication<br>administration, care plans, patient<br>education and blood<br>documentation.                                                                                                                                                                                                          | Thursday<br>April 30<br>9 am | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=mc116bad5bef646f50b1d91344ed4cebc |
| Inpatient Specialty<br>Ancillary | Dietician, Activity<br>Therapist, Creative Art<br>Therapists, Child Life<br>Specialist, Palliative Care<br>Specialist | This course covers patient lists<br>management, chart review,<br>flowsheet documentation, care<br>plans, patient education and how<br>to write notes                                                                                                                                                                                                   | Thursday<br>April 30<br>9 am | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m1cee239816578a6ebab50c4a25a172f0 |
| Cadence Front Desk               | Front Desk, HOD Front<br>Desk, Schegistrar<br>(Scheduler + Registrar)<br>and Managers                                 | Learn how to use the Department<br>Appointments Report (DAR),<br>check-in and check-out patient<br>appointments and create Walk-In<br>appointments. Demonstration of<br>the "Fab 5" registration devices<br>and how to collect payments and<br>documents will be trained. MSPQ,<br>Workers' Comp, RTE and InBasket<br>management will also be covered. | Thursday<br>April 30<br>9 am | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m23de83bb73a10ae048b92e3e1b5dd102 |

| Grand Central Hospital Registration Day 2 | Bed Planners, Admission<br>Clerks, and Supervisors,<br>ED Registrars, ED Clerks,<br>Insurance Verification,<br>L&D Registrars, OB Unit<br>Clerks & PCAs, OB RNs,<br>Surgery Schedulers who<br>do Admissions | Learn how to enter patient<br>demographics, insurance, and billing<br>information prior to a patient's<br>admission. You will learn how to<br>work with minor, Worker's Comp,<br>and Medicare patients. You will learn<br>how to deal with additional hospital<br>registration scenarios, such as<br>registering patients with outdated<br>billing and insurance information by<br>updating guarantor accounts and<br>coverages. In addition, you will learn<br>how to use Event Management and<br>collect documents. We will also<br>cover creating a Hospital Account<br>and how to address Real Time | Thursday<br>April 30<br>9 am | Link:<br>https://hhc.webex.com/hhc/j.php?MTID=m5ebdeafa60d3df641c07900d4a455238 |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------|
| grand                                     |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                              |                                                                                 |
| 0                                         |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                              |                                                                                 |
|                                           |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Sessions Ava                 | ailable On Demand                                                               |
| ne                                        | For any staff that will be<br>calling patients with COVID-<br>19 test results                                                                                                                               | This session is for any staff that will call<br>patient's COVID-19 test results. This<br>session will show the end-user how to                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Available any time           | Link:                                                                           |
| pha                                       |                                                                                                                                                                                                             | look a patient up, document the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Click the link               |                                                                                 |
| Ambulatory Telephone<br>Encounter         |                                                                                                                                                                                                             | telephone encounter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | to launch the                | https://eits.it.training.nychhc.org/epic/amb_telephone_encounters               |
| Ambula<br>Encount                         |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | E-learning                   |                                                                                 |

|                                       | Ambulatory Providers that                            | This session is for the ambulatory                                   |                    | Link:                                                           |
|---------------------------------------|------------------------------------------------------|----------------------------------------------------------------------|--------------------|-----------------------------------------------------------------|
| ٥٢                                    | will evaluate patients via                           | provider that will evaluate a patient.                               | Available any time |                                                                 |
| lato                                  | the telephone                                        | This will review finding your patient,                               |                    | https://eits.it.training.nychhc.org/epic/amb_document_televisit |
| nqı                                   |                                                      | documenting reason for visit and notes                               | Click the link     |                                                                 |
| An                                    |                                                      | and treatment decisions                                              |                    |                                                                 |
| ting                                  | 「「」「」「」「」「」「」「」」「」「」」「」」「」」「」」「」」「」」「」」              |                                                                      | to launch the      |                                                                 |
| sits                                  |                                                      |                                                                      | E-learning         |                                                                 |
| Documenting Ambulatory<br>Tele-visits |                                                      |                                                                      | Licaning           |                                                                 |
| Tel                                   |                                                      |                                                                      |                    |                                                                 |
|                                       | 1                                                    | PeopleSoft ELM Class Of                                              | ferings: The be    | low offerings are available via PeopleSoft ELM                  |
|                                       | Local Training Coordinators                          | This course goes over registering                                    |                    |                                                                 |
|                                       | can enroll end-users in need                         | patients, scheduling for the out-                                    | On Demand          |                                                                 |
| ler e                                 | of out-patient scheduling &                          | patient/clinic areas                                                 | via                |                                                                 |
| enc                                   | registration access                                  | Enroll Staff to PeopleSoft ELM Course                                | PeopleSoft ELM     |                                                                 |
| Cadence<br>Scheduler                  |                                                      | Code: Cadence Accelerated Scheduler                                  |                    |                                                                 |
|                                       | Local Training Coordinators                          | HHCEPICCADACC2020<br>This course reviews registering patients        |                    |                                                                 |
| _ a                                   | can enroll end-users in need                         | in the ED as the ED registerar                                       | On Demand          |                                                                 |
| ent<br>stra                           | of ED Registrar access                               |                                                                      | via                |                                                                 |
| egis                                  |                                                      | Grand Central Accelerated ED Registrar:                              | PeopleSoft ELM     |                                                                 |
| Grand Central<br>ED Registrar         |                                                      | HHCEPICGCACCELEARNING                                                |                    |                                                                 |
| υш                                    |                                                      |                                                                      |                    |                                                                 |
|                                       | Local Training Coordinators                          | Approximately 15 minutes long.                                       | On Damand          |                                                                 |
|                                       | can enroll the RN being floated to an Inpatient Unit | This course goes over basic<br>documentation skills in the inpatient | On Demand<br>via   |                                                                 |
|                                       | noated to an inpatient onit                          | units                                                                | PeopleSoft ELM     |                                                                 |
| N N                                   |                                                      |                                                                      |                    |                                                                 |
| Float RN                              |                                                      | Enroll Staff to PeopleSoft ELM Course                                |                    |                                                                 |
| Εl                                    |                                                      | Code: HHCEPICIPRNACC2020                                             |                    |                                                                 |
|                                       | Local Training Coordinators                          | Approximately 15 minutes long.                                       |                    |                                                                 |
|                                       | can enroll the RN being                              | This course goes over ICU flowsheets,                                | On Demand          |                                                                 |
|                                       | floated to an ICU                                    | device Integration, Navigators and basic                             | via                |                                                                 |
|                                       |                                                      | documentation skills in the ICU                                      | PeopleSoft ELM     |                                                                 |
|                                       |                                                      | Enroll Staff to PeopleSoft ELM Course                                |                    |                                                                 |
| Float RN                              | <u> </u>                                             | Code: HHCEPICACCICURN2020                                            |                    |                                                                 |
| loat                                  |                                                      |                                                                      |                    |                                                                 |
| L T                                   |                                                      |                                                                      |                    |                                                                 |

|       | Local Training Coordinators<br>can enroll the RN being | Approximately 30 minutes long. This course goes over ED Track board, Triage, | On Demand      |
|-------|--------------------------------------------------------|------------------------------------------------------------------------------|----------------|
|       | floated to an ED                                       | Navigators and basic documentation                                           | via            |
|       |                                                        | requirements in the ED                                                       | PeopleSoft ELM |
| RN    |                                                        | Enroll Staff to PeopleSoft ELM Course<br>Code: HHCEPICIPTOEDRNWEBEX          |                |
| Float |                                                        | CODE: HICEPICIPIOEDRINWEBEA                                                  |                |