Support	The NYC H+H Enterprise Service desk is available 24/7. Call: 877-934-8442 or Email EnterpriseServiceDesk@nychhc.org with a detailed description of the issue and your contact information				
	Intended Audience	Description	Session(s)	Link	
ebEx	For all end-users documenting in H2O/Epic	This Virtual at the Elbow; VATE, WebEx support line is for any H2O; Epic, end-user with a question in the use of the Epic application. Connect with a resource that will document your concern, take your contact	Daily	Link:	
Virtual at the Elbow WebEx Support Line	HEALTH+ HOSPITALS H2O	information and connect you with an H2O training team member to assist you.	9 am to 7 pm	https://hhc.webex.com/hhc/j.php?MTID=m461979585ac33597c0d7b7a8f3464c3b Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 472 485 055#	
Virtual a Support				The <b>NYC H+H Enterprise Service desk</b> is available 24/7 Call: 877-934-8442 or Email <u>EnterpriseServiceDesk@nychhc.org</u> with a detailed description of the issue and contact information	
AMBULATORY PROVIDER COVID-19 TESTING WORKFLOW	***New Webex Session*** MD, NP & PAs that will provide staffing at NYCH+H's COVID-19 testing & tracing sites	Learn how to find patients in Epic, place COVID-19 lab orders and write notes using the express lane workflow & tools in Epic. <b>Tip sheet:</b> <u>https://share.nychhc.org/central/EpicTraining/TipSheets/Tip%20Sheets/Provider/Ambulatory%20(Outptient)/Tip%20Sheet%20Ambulatory%20COVID-19%20Testing%20Visits%20v1%205-27-20%20Providers.pdf</u>	Weekday 2 sessions 9:30 am & 2 pm	Link: <u>https://hhc.webex.com/hhc/j.php?MTID=m3ccc84f01910b4d350fa902b698b632f</u> Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 475 859 635#	
AMBULATORY RN & Lab Tech COVID-19 TESTING WORKFLOW	***New Webex Session*** RNs, LPNs & Lab Techs that will provide staffing at NYCH+H's COVID-19 testing & tracing sites	Learn how to manage COVID-19 specimen collections in Epic <b>COVID19 Lab Test Specimen Collection Tip Sheet</b> <u>https://share.nychhc.org/central/EpicTraining/TipSheets/Tip%20Sheets/</u> <u>Nurse/Ambulatory%20(Outpatient)/Tip%20Sheet%20Ambulatory%20CO</u> <u>VID19%20Lab%20Test%20Specimen%20Collection%20v1%205-27-</u> <u>20%20Nurses%20Lab%20Techs.pdf</u>	Weekday 2 sessions 10:30 am & 3 pm	Link: https://hhc.webex.com/hhc/j.php?MTID=m54349adc8b9b3660daaf220391920f0a Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 474 203 777#	

DOHMH Scheduling & Registration	***New Webex Session*** DOHMH Scheduling & Registration	Learn how to register, schedule and check patients for DOHMH	Monday to Thursday 11 am	Link: <u>https://hhc.webex.com/hhc/j.php?MTID=m25678d138382e2275966c69652fb5be9</u> Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 595 3491#
Out-patient Registration & Scheduling for COVID- 19 NYCH+H TESTING Sites	***New Webex Session*** Any end-user that will be registering patients at NYCH+H's COVID-19 testing & tracing sites	Learn how to register, schedule and check patients in from the DAR; Department Appointment Report, patients at NYCH+H COVID-19 testing sites	Monday to Friday 2 pm	Link: https://hhc.webex.com/hhc/j.php?MTID=mfe9fca27dce7bbe0bc7ec3d0b68afe62 Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 635 7053#
All Staff	Any Role – New to EPIC user	This is a general overview of EPIC for any user. It will go over how to log in, how to navigate hyperspace, patient look –up etc.	Monday to Friday 10 am & 2 pm	Link: <u>https://hhc.webex.com/hhc/j.php?MTID=mcb4a3f02898b397154d39c15d25f45c6</u> Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 479 905 023#
*	*****Note the Change in	Start Time***** Sustainable Training Classes abbreviated in	length due to	the COVID-19 Crisis*****Note the Change in Start Time*****
ASAP ED Nurse	Medical ED RNs, LPNs, ED Nurse Managers, Associate Directors of ED Nursing, Medical Directors of ED Nursing	Learn how to track the patient throughout their ED stay using the ED Track Board, ED Manager, colors, and icons. You will cover patient tracking tools, triage, chart review, assessments, note writing, order entry, and medication administration.	Wednesday July 29, 2020 9 am	Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t2d78e8e3ea564c961dd1bf8b519bf7ab Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 633 7077#

ASAP ED Psych/CPEP Nurse	ED Psych/CPEP RNs, ED Psych/CPEP Nurse Managers, ED Psych/CPEP Associate Directors of Nursing, ED Psych/CPEP Directors of Nursing	Learn how to track the patient throughout their psychiatric stay using the ED Track Board, ED Manager, colors, and icons. You will cover patient tracking tools, triage, chart review, assessments, note writing, order entry, and medication administration, results review, and dispositioning the patient.	Wednesday July 29, 2020 9 am	Link: https://hhc.webex.com/hhc/k2/j.php?MTID=tf588dcd005aa871894f8696c4d9b9d93 Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 506 6352#
Ambulatory Nurse Ambulatory PCA	Patient Care Associates (PCAs) in Ambulatory clinics RNs, LPNs and PCAs	Learn the basics of the Epic system, including how to room a patient, document patient-reported assessments and print After Visit Summaries. You will also learn how to document specimen collection for lab tests and document immunization history. Additionally, the course will teach you how to create and document telephone and letter encounters in Epic. This course is also designed to teach you how to schedule basic and advanced patient appointments, check-in and check- out patient appointments and understand how to use the Department Appointments Report (DAR). In this course, you learn the basics of the Epic system, including how to room a patient and document patient-reported medications, and patient history. You will also learn how to result point-of-care tests. We will discover how to schedule a patient, how to document the collection of specimens in the clinic, and how to document telephone calls and patient letters	Wednesday July 29, 2020 9 am Wednesday July 29, 2020 9 am	Link: https://hhc.webex.com/hhc/j.php?MTID=m1ff0f33ead42160fdd59e92a6465d10f Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 473 094 875# Link: https://hhc.webex.com/hhc/j.php?MTID=m47ed21f5d46710c4ee807f12f2a7d571 Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 478 029 747#
Ambulatory Obstetrician	Obstetricians, Gynecologists, other providers; Midwives, Residents, NPs & PAs in OB/GYN departments	Learn how to complete documentation for initial and routine prenatal visits, including how to create a pregnancy episode, review relevant labs and document a bedside ultrasound. We will also explore how update obstetric history, and use other OB tools such as Dating, ultrasound documentation, and the pregnancy checklist. The course covers how place orders; including medications, labs, and immunizations, how to write a progress note, and how to document clinic-collected specimens.	Wednesday July 29, 2020 9 am	Link: <u>https://hhc.webex.com/hhc/j.php?MTID=md189c097ad399c55810ecc12c7628c22</u> Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 470 286 892 #

	1			
	Registrars, Schedulers,	Learn how to register a patient gathering all the required and	Wednesday	Link:
5	Front Desk, Call Center,	recommended data. Canceling & Rescheduling appointments will be		
atic	Referral Users, Referral	covered and we will introduce you to the Cadence Learning Home	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m59942f33180763b85f3331d80f4cc9e4
nt stra	Coordinators and	Dashboard where you can find Tip Sheets and other useful resources		1.11293.7/1112.webex.com/1112/j.php?W112-113534213510070506515551000146564
egi	Managers, HOD Front Desk,	and materials.	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
tpa k R	Schegistrar (Scheduler +	You will learn how to use the Department Appointments Report (DAR),		
fuc 8 g	Registrar) and Managers	check-in and check-out patient appointments and create Walk-In		Meeting number (access code): 160 442 7107#
ce (		appointments. The "Fab 5" registration devices will be explained		
Cadence Outpatient Scheduling & Registration		including how to collect payments and documents. MSPQ, RTE and		
Cad		MyChart will also be covered.		
0 0	Adult Inpatient Nurses, All	This course covers starting your shift, documenting in flowsheets,	Wednesday	Link:
L.	Inpatient LPNs, Dialysis	document insertion and removal of LDAs, starting the care plans and	Weanesday	LINK.
ien	Nurses, Pediatric Nurses,	patient education, admitting a patient from the ED, arriving a transfer	July 29, 2020	
pat	Nurse Managers, ICU	patient and discharging a patient.	July 23, 2020	https://hhc.webex.com/hhc/j.php?MTID=m8d21ec52234e5f173e1760fa1330f6de
ClinDoc Inpatient Nurse	Nurses, Oncology Nurses,	patient and discharging a patient.	9 am	
e Doc	Wound Care Nurses, IV		9 8111	Audio: call in number: 1-844-621-3956 United States Toll Free
lind urs				Meeting number (access code): 160 588 5188#
ΰz	Nurses.			
	Cardiologists, Providers	Learn how to document encounters within an invasive cardiology setting	Wednesday	Link:
gist		such as the cardiac Cath lab. Providers will learn how to document		
loo		consults, place orders, review the patient chart, and result invasive	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m73ad71c3e9dceebfe8f9c15d3d2ae134
dic		studies in Epic.		
Cai			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
piq				Meeting number (access code):160 561 7052#
Cupid Cardiologist				
	Bed Planners, Admission	learn how to enter patient demographics, insurance, and billing	Wednesday	Link:
	Clerks, and Supervisors, ED	information prior to a patient's admission. You will learn how to work	,	
u	Registrars, ED Clerks,	with minor, Worker's Comp, and Medicare patients. You will learn how	July 29, 2020	
01 atic	Insurance Verification, L&D	to deal with additional hospital registration scenarios, such as	,	https://hhc.webex.com/hhc/j.php?MTID=m5f46c1442872d7a66f3d78186b296919
al 1 str	Registrars, OB Unit Clerks &	registering patients with outdated billing and insurance information by	9 am	
egi	PCAs, OB RNs, Surgery	updating guarantor accounts and coverages.	5 411	Audio: call in number: 1-844-621-3956 United States Toll Free
Cer al R	Schedulers who do			Meeting number (access code): 157 858 2582#
pita	Admissions.			
Grand Central 101 Hospital Registration				
υr	HB Billers and Supervisors,	Learn how to review and correct stop bills, review coverage changes,	Wednesday	Linde
	Managers; All Home Health	and initiate date range billing. You will also learn how claims process in	weunesuay	Link:
Hospital Billing Biller	_		1010 20 2020	
Billi	Billing Staff and	Epic, how to review and correct claim edits, and how to correct claim	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m71ab54821dfc700ebfb0e35162b497dc
al E	Supervisors/Managers	edits caught in the clearinghouse.	0	
pit.			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
los				Meeting number (access code): 160 963 8630#
	1	1		

	Ophthalmologists,	Learn how to complete office visit documentation including an	Wednesday	Link:		
υ	Optometrists,	eye exam, Imaging Procedure, Intravitreal injections and other	July 29, 2020			
Kaleidoscope Provider	Ophthalmology Fellows and Residents	Ophthalmology specific workflows. There is a proficiency exam at the end of this class	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m4f12e7b8d3b7ed40ff46616fad470e65		
eido: vide			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free		
Kale Pro				Meeting number (access code): 160 383 0645#		
	OR Managers, Schedulers, Resource Managers, Charge	This course is for OR schedulers - any role that assigns surgical resources or schedules surgical cases. OR Charge posters are also welcome to take	Wednesday	Link:		
OpTime Resource Manager	Posters.	this class. This course covers how to schedule cases and manage OR	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m358692637a5bbc4abc603a4f58428a2b		
esou		resources. Additionally, basic preference card and reporting tools and		https://mt.webex.com/mt/j.php://mb=m558052057a5bbt+abt005a4156428a2b		
ne R( ger		charge posting / reports are covered	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free		
pTin lana				Meeting number (access code): 160 973 9092#		
	MD, DO, NP, PA	This course covers the major workflows for inpatient providers (admit,	Wednesday	Link:		
ient		transfer, discharge, and rounding) and also covers writing notes and				
der		placing orders.	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m9c94ea7e9685c623da2f9a836a772193		
Orders Inpatient BH Provider			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free		
Orde BH F				Meeting number (access code): 479 492 405#		
	L&D Registered Nurse, L&D Nurse Manager	This course covers patient views including the Grease Board, L&D Manager and Patient lists, patient movement, navigator and flowsheet	Wednesday	Link:		
urse	Nulse Mallager	documentation. This course covers documenting the delivery (vaginal	July 29, 2020	https://hhc.webex.com/hhc/j.php?MTID=m48c1faaafc6a785d589e980bfb078c48		
DN		and C-Section), medication administration, and blood documentation.				
L &			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free		
Stork L & D Nurse				Meeting number (access code): 160 260 5691#		
Sessions Available On Demand						
	For any staff that will be	This session is for any staff that will call patient's COVID-19 test results.				
lone	calling patients with COVID- 19 test results	This session will show the end-user how to look a patient up, document	Available any	Link:		
leph	19 LEST LESUITS	the telephone encounter	time			
ry Te			Click the link	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters_		
lator			to launch the			
Ambulatory Telephone Encounter						
Ε			E-learning			

iting ory Tele-	Ambulatory Providers that will evaluate patients via the telephone	This session is for the ambulatory provider that will evaluate a patient. This will review finding your patient, documenting reason for visit and notes and treatment decisions	Available any time Click the link	Link: https://eits.it.training.nychhc.org/epic/amb_document_televisit
Documenting Ambulatory Tele- visits			to launch the E-learning	
		PeopleSoft ELM Class Offerings: The below offe	rings are ava	ailable via PeopleSoft ELM
Cadence Scheduler	Local Training Coordinators can enroll end-users in need of out-patient scheduling & registration access	This course goes over registering patients, scheduling for the out- patient/clinic areas:	On Demand via PeopleSoft ELM	PeopleSoft ELM Course Code: HHCEPICCADACC2020
Grand Central ED Registrar	Local Training Coordinators can enroll end-users in need of ED Registrar access	This course reviews registering patients in the ED as the ED registrar	On Demand via PeopleSoft ELM	PeopleSoft ELM Course Code: HHCEPICGCACCELEARNING
Float RN	Local Training Coordinators can enroll the RN being floated to an Inpatient Unit	Approximately 15 minutes long. This course goes over basic documentation skills in the inpatient units:	On Demand via PeopleSoft ELM	PeopleSoft ELM Course Code: HHCEPICIPRNACC2020
Float RN	Local Training Coordinators can enroll the RN being floated to an ED	Approximately 30 minutes long. This course goes over ED Track board, Triage, Navigators and basic documentation requirements in the ED	On Demand via PeopleSoft ELM	PeopleSoft ELM Course Code: HHCEPICIPTOEDRNWEBEX
Float RN	Local Training Coordinators can enroll the RN being floated to an ICU	Approximately 15 minutes long. This course goes over ICU flowsheets, device Integration, Navigators and basic documentation skills in the ICU	On Demand via PeopleSoft ELM	PeopleSoft ELM Course Code: HHCEPICACCICURN2020