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	
Nursing; Emergency, Out & In-patient	Any NEW Agency RN who will be assigned in a unit or float between Inpatient,	This is an accelerated and EPIC Cross - Application COVID-19 Care RN course that will go over very basic documentation in EPIC in three	Daily	Link:	
	Outpatient, ICU and ED	applications- Ambulatory, Inpatient/ICU and Emergency Room	3 & 7pm	https://hhc.webex.com/hhc/j.php?MTID=m47c198a19f500585cabcd05c9ac9aa4e	
MD,	New or existing MD, NP or PA	Any Provider/NP/PA New or current who need training on Inpatient and ED	Daily	Link:	
Provider; MD, NP, PA			1 & 6 pm	https://hhc.webex.com/hhc/j.php?MTID=m176b5e578cb4295b2132d2aa32621393	
Respiratory Therapist	Respiratory Therapists	This course covers patient list management, work list tasks, chart review, documentation in flowsheets and writing notes.	8 am	Link: https://hhc.webex.com/hhc/j.php?MTID=m2e402054e48dd4321ef02f1191212f30	
	Any Role – New to EPIC user	This is a general overview of EPIC for any user. It will go over how to log in,	Daily	Link:	
All Staff	Epic	how to navigate hyperspace, patient look –up etc.	9 am & 3 pm	https://hhc.webex.com/hhc/j.php?MTID=mcb4a3f02898b397154d39c15d25f45c6	
8	Admitting Staff for the Roosevelt Island Medical	This session will review the registration & admission process for the Roosevelt	Daily	Link:	
	Center & Billie Jean King Field Hospital	Island Medical Center & Billie Jean King Field Hospital in Queens	9 am & 1 pm	https://hhc.webex.com/hhc/j.php?MTID=m25f5ccf482354435ca98b49e95b93b4c	
Registration & Admission					

*	******Note the Change in	Start Time***** Sustainable Traini	ng Classes abbre	eviated in length due to the COVID-19 Crisis*****Note the Change in Start Time*****
Ambulatory Nurse 200	RNs & LPNs	Learn how to complete office visit documentation. We will also work through a nurse-only visit, document immunization administration, and document clinic-administered medications using the MAR. We will learn how to document patient education, and explore the internal messaging system used within Epic, In Basket	Friday May 8 9 am	Link: https://hhc.webex.com/hhc/j.php?MTID=mece22230f41e8098107b9947c83d80c6
Ambulatory Lab Tech	Inpatient and Outpatient phlebotomists and lab techs	Learn how to print lab labels, document the collection of specimens, and use Rover Mobile devices. We will also learn how to search the patient's chart to find lab orders if needed and how to release inactive orders in the system.	Friday May 8 9 am	Link: https://hhc.webex.com/hhc/j.php?MTID=mb7d5695b6f24d5ca501df9e50aa5de71
Clin Doc PCA	Inpatient PCA's, PCT's, CNA's, Techs or BHA's	This course covers patient list management, flowsheet documentation and work list tasks.	Friday May 8 9 am	Link: https://hhc.webex.com/hhc/j.php?MTID=m66af0488066f62c0db4319286cad5dea
Clin Doc Unit Clerk	Inpatient Unit Clerks	This course covers patient movement within the facility, review patient information, scheduling an appointment document scanning and printing.	Friday May 8 1 pm	https://hhc.webex.com/hhc/j.php?MTID=m246dbae5d08921970db4fb596cdc1314

/ork	Various Inpatient Managers, QI Staff	This class is for any Manager who needs to use, access and run reports. Students learn how to	Friday May 8	Link:
1anager W		effectively use their Dashboard and find/access/run reports. Reporting Workbench, one of Epic's reporting	1 pm	https://hhc.webex.com/hhc/j.php?MTID=m1fe2cc75afaa1e94efab42579e9a497c
Reporting Manager Work Bench Class		tools, is taught and students learn how to run their own reports from Reporting Workbench		
	Financial Counselors, HCI's	In this course you will learn the		Link:
cial	and Utilization Review	basics of navigating and using	Friday May 8	
Grand Central Financial Counselor	Staff	account maintenance and registration to update data related	9 am	https://hhc.webex.com/hhc/j.php?MTID=mcd15151820359d4731196bece83691d1
enti		to a patient's account. You will also learn how to add Federal Poverty		
nd C nsel		Level information and work with		
Gran		Pending Medicaid coverages		
	Authorization/Certification	In this course you will learn how to		Link:
SS	Staff, HCI's	find patients that need authorization	Friday May 8	
al Clas		or certification, and to enter benefit, authorization, and certification	1 pm	https://hhc.webex.com/hhc/j.php?MTID=mcf5244d0927db6e6584413947e64577e
entr atio tion		information for a patient.	·	
d Ce oriz ficat		mormation of a patient.		
Grand Central Authorization / Certification Class				
3 4 5			Cassiana	silable On Demand
	F	The second of th	Sessions Ava	ailable On Demand
	For any staff that will be calling patients with COVID-	This session is for any staff that will call patient's COVID-19 test results. This	Available any	Link:
e e	19 test results	session will show the end-user how to	time	LITIK:
hor		look a patient up, document the		
Telep	[+=]	telephone encounter	Click the link	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters
atory			to launch the	
Ambulatory Telephone Encounter			E-learning	

Documenting Ambulatory Tele-visits	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 to launch the E-learning	Link: https://eits.it.training.nychhc.org/epic/amb_document_televisit			
Do		PooploSoft ELM Class Off	orings: The he	low offerings are available via BoonleSoft ELM			
	PeopleSoft ELM Class Offerings: The below offerings are available via PeopleSoft ELM Local Training Coordinators This course goes over registering PeopleSoft ELM Course Code: HHCEPICCADACC2020						
Cadence Scheduler	can enroll end-users in need of out-patient scheduling & registration access	patients, scheduling for the outpatient/clinic areas:	On Demand via PeopleSoft ELM				
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			