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						
Sustainable Training Classes						
Intended Audience	Description	Session(s)	Link			
Medical ED RNs, LPNs, ED Nurse Managers, Associate	In this course, you will explore blood administration, documenting a code/trauma patient, results review, as well as dispositioning the	Thursday	Link:			
Directors of ED Nursing, Medical Directors of ED	patient.	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t1ab6ec4bcf4fbffd60ab393aad744a7e			
Nursing		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 678 6475#			
Medical ED MDs, PAs, NPs,	Learn how to track the patient throughout their ED stay using the ED	Thursday	Link:			
Residents, Medical ED Physician Directors/Supervisors	Track Board, ED Manager, colors, and icons. You will cover patient tracking tools, chart review, note writing, order entry, and dispositioning a patient.	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tfd688b93e4c92d112b8562a42802fcf4			
		1 pm	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): #			
OUTPATIENT Social	Learn how to review patient information using Chart Review, how to	Thursday	Link:			
Audiologists, HIV Counselors, Genetic	encounters scheduled to another provider or resource), how to view important historical information from within a patient encounter, how	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=ta010907256af14013c3649ecba1af824			
Counselors, Speech Language Pathologists, Health Educators and Nutritionists	to view and update the Problem List, how to add and associate a visit diagnoses, how to write a note using SmartTools, and how to document and associate charges.	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 312 6791#			
	Intended Audience   Medical ED RNs, LPNs, ED   Nurse Managers, Associate   Directors of ED Nursing,   Medical Directors of ED   Nursing   Medical ED MDs, PAs, NPs,   Residents, Medical ED   Physician   Directors/Supervisors   OUTPATIENT Social   Workers, Dietitians,   Audiologists, HIV   Counselors, Speech   Language Pathologists,   Health Educators and	Intended Audience   Description     Medical ED RNs, LPNs, ED Nurse Managers, Associate Directors of ED Nursing, Medical Directors of ED Nursing, Medical Directors of ED   In this course, you will explore blood administration, documenting a code/trauma patient, results review, as well as dispositioning the patient.     Medical ED MDs, PAs, NPs, Residents, Medical ED Physician Directors/Supervisors   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, chart review, note writing, order entry, and dispositioning a patient.     OUTPATIENT Social Workers, Dietitians, Audiologists, HIV Counselors, Genetic Counselors, Speech Language Pathologists, Health Educators and   Learn how to review patient information using Chart Review, how to document and associate charges.	Intended Audience   Description   Session(s)     Medical ED RNs, LPNs, ED Nurse Managers, Associate Directors of ED Nursing, Medical Directors of ED   In this course, you will explore blood administration, documenting a code/trauma patient, results review, as well as dispositioning the patient.   Thursday October 1, 2020     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, chart review, note writing, order entry, and dispositioning a patient.   Thursday October 1, 2020     OUTPATIENT Social Workers, Dietitians, Audiologists, HIV Counselors, Speech Language Pathologists, Health Educators and   Learn how to review patient 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 SmartTools, and how to document and associate charges.   Thursday October 1, 2020			

5	All clinicians, with the	Learn how to complete documentation for a Behavioral Health office	Thursday	Link:
∕ide	exception of nurses and	visit, how to review and document important patient medical and psych	/	
í.	PCAs, who work in an	history. We will also explore the different Behavioral Health assessment	October 1,	https://hhc.webex.com/hhc/k2/j.php?MTID=t169e352966fa2e266f6711a7fbbcb4de
Ambulatory Behavioral Provider	outpatient behavioral	and tools (such as CSSRS, CAGE-10, FAGERSTROM, etc.) available to you	2020	<u>https://me.webex.com/me/xz/j.php:mhb=t105e352500a2e2000711071bbeb4ue</u>
ion	health department	in the system. The class reviews the available behavioral health note		Audio: call in number: 1-844-621-3956 United States Toll Free
nav		templates and how to use them, as well as how to document and	9 am	Meeting number (access code): 160 591 4986#
Bel		update treatment and safety plans. You will also learn how to place		
λı		medication, lab and procedure orders. The class also reviews how to		
lato		document in the Blue Book for Chemical Dependency intake,		
nqı		assessments and follow-up. Additionally, you will learn how to capture		
Am		charges for different types of offices visits and assessment.		
	Providers, including NPs,	Learn the basics of navigating Hyperspace, how to document surgical	Thursday	Link:
	Residents & PAs in non-	consults and post-surgery follow ups. You will also learn how to place		
a	OB/GYN surgical specialties	orders such as medications, labs, and so on. The course also covers how	October 1,	https://hhc.webex.com/hhc/k2/j.php?MTID=td60e5df95097ff6f89695cf035665a19
Ambulatory Surgical Provider		to document History & Physical notes and submit a case request. It	2020	
Su		explores how to document an in-office procedure and how to document		Audio: call in number: 1-844-621-3956 United States Toll Free
ory		clinic-collected specimens and medications administered during a clinic	9 am	Meeting number (access code): 160 179 8672#
Ambulato Provider		visit. Additionally, you will learn how to capture charges for office visits		
Jbu		and procedures performed during an office visit. The course concludes		
An Pro		by exploring In Basket; the internal messaging system used within Epic.		
fer	Anesthesia Providers,	Learn the three stages of anesthesia documentation: Pre-Procedure,	Thursday	Link:
ovic	CRNAs, Anesthesiology	Intra-Procedure, and Post-Procedure. Following both a general surgery		
Pro	Residents	patient and epidural patient to learn how Epic anesthesia tools are used	October 1,	https://hhc.webex.com/hhc/j.php?MTID=mfe405c2c290b9c28acd3458fa5c88996
sia		in different workflows.	2020	
the				Audio: call in number: 1-844-621-3956 United States Toll Free
Anesthesia Provider			9 am	Meeting number (access code): 172 644 0977#
Ar				
	Case Managers	This course covers patient lists management, chart review, centralized	Thursday	Link:
a a		case management tasks, including utilization review, payor	- · · · ·	
age		communications and third-party utilization management applications	October 1,	https://hhc.webex.com/hhc/k2/j.php?MTID=t14a7cbe7b87d1db9fabba290236e4deb
ClinDoc Clinical Case Manager		including front end denials/appeals and in basket.	2020	
e ∑ o			0	Audio: call in number: 1-844-621-3956 United States Toll Free
Clin			9 am	Meeting number (access code): 172 718 5997#

ary ary	Rehab Psychologist,	This course covers patient lists management, chart review, flowsheet	Thursday	Link:
ClinDoc Inpatient Specialty Ancillary	Creative Art Therapists, Rehab Social Worker, Addiction Counselors	documentation, care plans, patient education and how to write notes	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t2a06d4b513775e65ef165341d3b40d33
ClinDoc Specialt			1 pm	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 630 8521#
	HB Guarantor Payment	In this course, you will learn how to post insurance payments, denials,	Thursday	Link:
Billing e Payment Guarantor Poster	Posters and Supervisors/Managers; All Home Health Billing Staff	and recoupments. You will learn how to correct remittance processing errors, as well as how to post guarantor (self-pay) payments.	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tf672067d752791df4e09d592134b6ce9
Hospital Billing Insurance Payment Poster & Guarantor Payment Poster	and Supervisors/Managers		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 209 0997#
	MD, DO, NP, PA	Learn through lecture and hands on exercises how to complete their	Thursday	Link:
Orders Inpatient Surgeon		surgical workflows in Epic. This includes pre-op, post-op to floor, post- op discharge. The course also reviews writing notes and placing orders.	October 1, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tdce46c4ab27d4cb9f713d1703be38dfc
Orders Surgeol			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 996 6943#
		Sessions Available C	Dn Demand	
Ambulatory Telephone Encounter	For any staff that will be calling patients with COVID- 19 test results	This session is for any staff that will call patient's COVID-19 test results. This session will show the end-user how to look a patient up, document the telephone encounter	Available any time	Link:
ry Te			Click the link	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters
bulatc ounte			to launch the	
Am Enc			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	Link: https://eits.it.training.nychhc.org/epic/amb_document_televisit
Docu Amb visits	<u>∐</u>		E-learning	

PeopleSoft ELM Class Offerings: The below offerings are available 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