

The NYC H+H Enterprise Service desk is available 24/7. Call: 877-934-8442 or Email <u>EnterpriseServiceDesk@nychhc.org</u> with a detailed description of the issue and your contact information



Sustainable Training Classes

Intended Audience	Description	
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.	ASAP ED Nurse Wednesday October 21, 2020 at 9:00 am Click Here
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.	ASAP ED Psych/CPEP Nurse Wednesday October 21, 2020 at 9:00 am Click Here
RNs, LPNs and PCAs	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	Ambulatory Nurse Wednesday October 21, 2020 at 9:00 am Click Here
RNs, LPNs and PCAs	Learn the basics of the Epic system, including how to room a patient being seen for initial and routine prenatal visits, documenting menstrual history, smoking status and OB History. Additionally, you will learn how to document pregnancy test results and create a pregnancy 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	Ambulatory Obstetrics Nurse Wednesday October 21, 2020 at 9:00 am Click Here



Cadence Outpatient Scheduling & Registration	Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk, Schegistrar (Scheduler + Registrar) and Managers	Learn how to register a patient gathering all the required and recommended data. Canceling & Rescheduling appointments will be covered and we will introduce you to the Cadence Learning Home Dashboard where you can find Tip Sheets and other useful resources and materials. You will learn how to use the Department Appointments Report (DAR), check-in and check-out patient appointments and create Walk-In appointments. The "Fab 5" registration devices will be explained including how to collect payments and documents. MSPQ, RTE and MyChart will also be covered.	Cadence Outpatient Scheduling & Registration Wednesday October 21, 2020 at 9:00 am Click Here
ClinDoc Inpatient Nurse	Adult Inpatient Nurses, All Inpatient LPNs, Pediatric Nurses, Nurse Managers, ICU Nurses, Oncology Nurses, Wound Care Nurses, IV Nurses.	This course covers starting your shift, documenting in flowsheets, document insertion and removal of LDAs, starting the care plans and patient education, admitting a patient from the ED, arriving a transfer patient and discharging a patient.	ClinDoc Inpatient Nurse Wednesday October 21, 2020 at 9:00 am Click Here
ClinDoc Inpatient BH Nurse	Behavioral Health Nurses, Detox Nurses	This course covers how to manage your patient lists, review the chart, document in flowsheets, medication administration, care plans and patient education.	ClinDoc Inpatient BH Nurse Wednesday October 21, 2020 at 9:00 am Click Here
pid Manager	Managers who work in non-invasive or diagnostic cardiology units	This course will give an overview of the tools that department employees will be using, as well as a high-level overview of reporting and troubleshooting tools within Epic.	Cupid Manager Wednesday October 21, 2020 at 9:00 am Click Here



Grand Central 101 Hospital Registration	Bed Planners, Admission Clerks, and Supervisors, ED Registrars, ED Clerks, Insurance Verification, L&D Registrars, OB Unit Clerks & PCAs, OB RNs, Surgery Schedulers who do Admissions.	learn how to enter patient demographics, insurance, and billing information prior to a patient's admission. You will learn how to work with minor, Worker's Comp, and Medicare patients. You will learn how to deal with additional hospital registration scenarios, such as registering patients with outdated billing and insurance information by updating guarantor accounts and coverages.	Grand Central 101 Hospital Registration Wednesday October 21, 2020 at 9:00 am Click Here
Hospital Billing Biller	HB Billers and Supervisors, Managers; All Home Health Billing Staff and Supervisors/ Managers	Learn how to review and correct stop bills, review coverage changes, and initiate date range billing. You will also learn how claims process in Epic, how to review and correct claim edits, and how to correct claim edits caught in the clearinghouse.	Hospital Billing Biller Wednesday October 21, 2020 at 9:00 am Click Here
OpTime Intra-Op RN	Intra-operative nurses: Circulator RNs, Scrub RNs	This course covers topics including operating room set-up and surgical procedures, how to document counts, staff, specimen collection, implants, equipment, intraoperative medication documentation, time out procedures, and patient prep. The class finishes with chart verification and the handoff to PACU.	OpTime Intra-Op RN Wednesday October 21, 2020 at 1:00 pm Click Here
OpTime Pre-Op RN	This course is for Amb/Surg pre-operative and PAT nurses.	Learn basics of navigating in Epic., how to find patients, document a PAT visit, pre-op phone calls, inserting and assessing lines, vitals, viewing and acting on orders, and pre-op verification.	OpTime Pre-Op RN Wednesday October 21, 2020 at 9:00 am Click Here
pTime Post-Op	PACU RNs, or any nurse floating to PACU.	This course covers the basics of PACU and Phase II documentation including: patient Education, MAR documentation, discharge, and post-op call workflows.	OpTime Post-Op RN Wednesday October 21, 2020 at 1:00 pm Click Here



Orders Inpatient BH Provider Orders Inpatient BH Provider Wednesday October 21, 2020 at 9:00 am Click Here MD, DO, NP, PA This course covers the major **Radiant RN** workflows for inpatient providers (admit, transfer, Wednesday October 21, 2020 discharge, and rounding) and also covers writing notes and at 9:00 am placing orders. Click Here Radiant RN L&D Registered This course covers patient Stork L & D Nurse Nurse, L&D Nurse views including the Grease Board, L&D Manager and Manager Wednesday October 21, 2020 Patient lists, patient movement, navigator and at 9:00 am flowsheet documentation. This Stork NICU/Mother Baby Stork L & D Nurse course covers documenting the Click Here delivery (vaginal and C-Section), medication administration, and blood documentation. Nurse Manager, This course covers admitting **Stork NICU/Mother Baby** Nursery Nurses, the baby, flowsheet Postpartum documentation, medication Wednesday October 21, 2020 Nurses, NICU administration, discharging at 9:00 am Nurses both mom and baby. Click Here