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				
	Sustainable Training Classes				
	Intended Audience	Description	Session(s)	Link	
	Medical ED RNs, LPNs, ED Nurse Managers, Associate	Learn how to track the patient throughout their ED stay using the ED Track Board, ED Manager, colors, and icons. You will cover patient	Wednesday	Link:	
ASAP ED Nurse	Directors of ED Nursing, Medical Directors of ED	tracking tools, triage, chart review, assessments, note writing, order entry, and medication administration.	October 7, 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#	
	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	Wednesday	Link:	
Ambulatory Nurse		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	October 7, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tf9eeabc74d8103a333bf1ba3e4a5f0a3	
			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 014 4724#	
χ,	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	Wednesday	Link:	
Ambulatory Obstetrics Nurse		history, smoking status and OB History. Additionally, you will learn how to document pregnancy test results and create a pregnancy Episode.	October 7, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tfe5dfb96be2fc5d1cb903f38a6083232	
		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	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 778 2332 #	

	Registrars, Schedulers,	Learn how to register a patient gathering all the required and	Wednesday	Link:
Cadence Outpatient Scheduling & Registration	Front Desk, Call Center,	recommended data. Canceling & Rescheduling appointments will be		
	Referral Users, Referral	covered and we will introduce you to the Cadence Learning Home	October 7,	
	Coordinators and	Dashboard where you can find Tip Sheets and other useful resources	2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969
	Managers, HOD Front Desk,	and materials.		
pat Re	Schegistrar (Scheduler +	You will learn how to use the Department Appointments Report (DAR),	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
out 3 &	Registrar) and Managers	check-in and check-out patient appointments and create Walk-In	Jani	Meeting number (access code): 172 428 4727#
e C	Registrary and Managers	appointments. The "Fab 5" registration devices will be explained		
our gr		including how to collect payments and documents. MSPQ, RTE and		
ade che		MyChart will also be covered.		
	Adult Incations Nones All	·	)	
ClinDoc Inpatient Nurse	Adult Inpatient Nurses, All	This course covers starting your shift, documenting in flowsheets,	Wednesday	Link:
ž	Inpatient LPNs, Pediatric	document insertion and removal of LDAs, starting the care plans and	0	
ent	Nurses, Nurse Managers,	patient education, admitting a patient from the ED, arriving a transfer	October 7,	https://hhc.webex.com/hhc/k2/j.php?MTID=t2150f9c5f6216683531ad1af319c1ebb
ati	ICU Nurses, Oncology	patient and discharging a patient.	2020	
l d	Nurses, Wound Care		_	Audio: call in number: 1-844-621-3956 United States Toll Free
20	Nurses, IV Nurses.		9 am	Meeting number (access code): 172 712 0301#
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∃				
	Behavioral Health Nurses,	This course covers how to manage your patient lists, review the chart,	Wednesday	Link:
HB H	Detox Nurses	document in flowsheets, medication administration, care plans and		
nt		patient education.	October 7,	https://hhc.webex.com/hhc/k2/j.php?MTID=t588e4dae43185868fa869263babed086
tie			2020	integs.//inte.webex.com/inte/ k2/j.php.iwhb tssacraders1050001d005205bdbed000
l gd				Audio: call in number: 1-844-621-3956 United States Toll Free
			9 am	Meeting number (access code): 172 099 0084 #
Do 3se				Weeting number (access code). 172 033 0004 #
ClinDoc Inpatient BH Nurse				
	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	<b>,</b>	
Grand Central 101 Hospital Registration	Registrars, ED Clerks,	with minor, Worker's Comp, and Medicare patients. You will learn how	October 7,	https://bh.com/scarce/bh.c/ba/// whw2MTID_ta2.da-2hf0-220074632000040501_31_6
	Insurance Verification, L&D	to deal with additional hospital registration scenarios, such as	2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t33d2a2bf9a33957463800f048f2fa2b6
al 1 str	Registrars, OB Unit Clerks &	registering patients with outdated billing and insurance information by		A 15 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
ıtra egi	PCAs, OB RNs, Surgery	updating guarantor accounts and coverages.	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
Cer al R	Schedulers who do	apasting guarantor accounts and coverages.	J 4111	Meeting number (access code): 172 011 3980 #
nd (	Admissions.			
Grand Central 101 Hospital Registrati	Admissions.			
U I		I		

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	HB Billers and Supervisors,	Learn how to review and correct stop bills, review coverage changes,	Wednesday	Link:
Hospital Billing Biller	Managers; All Home Health	and initiate date range billing. You will also learn how claims process in		
	Billing Staff and	Epic, how to review and correct claim edits, and how to correct claim	October 7,	https://hhc.webex.com/hhc/k2/j.php?MTID=tc71c22640386968f5073f23c26cb9153
<u>8</u>	Supervisors/Managers	edits caught in the clearinghouse.	2020	
r oita				Audio: call in number: 1-844-621-3956 United States Toll Free
osk ille			9 am	Meeting number (access code): 172 951 2620 #
<u> </u>	This course is for Amb/Surg	Learn basics of navigating in Epic., how to find patients, document a PAT	Wednesday	9 ,
OpTime Pre-Op RN	pre-operative and PAT	visit, pre-op phone calls, inserting and assessing lines, vitals, viewing and	weunesday	Link:
Ö	· · · ·		October 7	
Ţ.	nurses.	acting on orders, and pre-op verification.	October 7,	https://hhc.webex.com/hhc/j.php?MTID=mf02ce195bb30c12d49f3e50e495e6e5d
e P			2020	
<u>=</u>			0	Audio: call in number: 1-844-621-3956 United States Toll Free
G			9 am	Meeting number (access code): 172 091 0298 #
	PACU RNs, or any nurse	This course covers the basics of PACU and Phase II documentation	Wednesday	Link:
d <sub>C</sub>	floating to PACU.	including: patient Education, MAR documentation, discharge, and post-	,	
1 5		op call workflows.	October 7,	
Po.		op san normons.	2020	https://hhc.webex.com/hhc/j.php?MTID=m37a2cb421d79239edb0b7ac14fd3c15c
OpTime Post-Op			2020	
			1 pm	Audio: call in number: 1-844-621-3956 United States Toll Free
do			τ μ	Meeting number (access code): 172 556 1211 #
ے	MD, DO, NP, PA	This course covers the major workflows for inpatient providers (admit,	Wednesday	Link:
ent		transfer, discharge, and rounding) and also covers writing notes and		
atie He		placing orders.	October 7,	https://hhc.webex.com/hhc/k2/j.php?MTID=ta38f942a9581016555a1bf622418be24
lnp ral			2020	10000000000000000000000000000000000000
Orders Inpatient Behavioral Health Provider				Audio: call in number: 1-844-621-3956 United States Toll Free
rde eha ovi			9 am	Meeting number (access code): 160 353 0789 #
0 8 5	140.00.110.04			
	MD, DO, NP, PA	This course covers the major workflows for inpatient providers (admit,	Wednesday	Link:
		transfer, discharge, and rounding) and also covers writing notes and		
z		placing orders.	October 7,	https://hhc.webex.com/hhc/k2/j.php?MTID=tb0090d320e27f42264756158773441b4
t R			2020	
ian				Audio: call in number: 1-844-621-3956 United States Toll Free
Radiant RN			9 am	Meeting number (access code): 172 231 3030#
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	L&D Registered Nurse, L&D	This course covers patient views including the Grease Board, L&D	Wednesday	Link:		
D Nurse	Nurse Manager	Manager and Patient lists, patient movement, navigator and flowsheet documentation. This course covers documenting the delivery (vaginal and C-Section), medication administration, and blood documentation.	October 7, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t745aaa58a23fe25af7ab838380395f76		
Stork L &			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 525 6991#		
	Sessions Available On Demand					
ephone	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:		
Ambulatory Telephone Encounter			Click the link	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters		
Ambula			to launch the 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	https://eits.it.training.nychhc.org/epic/amb_document_televisit		
Docume Ambulat visits			to launch the 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 outpatient/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