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	In this course, you will explore blood administration, documenting a code/trauma patient, results review, as well as dispositioning the	Thursday	Link:			
e 200	Directors of ED Nursing, Medical Directors of ED	patient.	October 8, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t1ab6ec4bcf4fbffd60ab393aad744a7e			
ASAP ED Nurse 200	Nursing		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 678 6475#			
Ambulatory Ancillary A	OUTPATIENT Social Workers, Dietitians, Audiologists, HIV Counselors, Genetic Counselors, Speech Language Pathologists, Health Educators and Nutritionists	Learn how to review patient information using Chart Review, how to open a patient encounter from the outpatient schedule (including encounters scheduled to another provider or resource), how to view important historical 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 8, 2020 9 am	Link: https://hhc.webex.com/hhc/k2/j.php?MTID=ta010907256af14013c3649ecba1af824 Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 312 6791#			
Ambulatory Behavioral Provider A	All clinicians, with the exception of nurses and PCAs, who work in an outpatient behavioral health department	Learn how to complete documentation for a Behavioral Health office visit, how to review and document important patient medical and psych history. We will also explore the different Behavioral Health assessment and tools (such as CSSRS, CAGE-10, FAGERSTROM, etc.) available to you in the system. The class reviews the available behavioral health note templates and how to use them, as well as how to document and update treatment and safety plans. You will also learn how to place medication, lab and procedure orders. The class also reviews how to document in the Blue Book for Chemical Dependency intake, assessments and follow-up. Additionally, you will learn how to capture charges for different types of offices visits and assessment.	Thursday October 8, 2020 9 am	Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t169e352966fa2e266f6711a7fbbcb4de Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 591 4986#			

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	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		
-	OB/GYN surgical specialties	orders such as medications, labs, and so on. The course also covers how	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=td60e5df95097ff6f89695cf035665a19
<u> </u>		to document History & Physical notes and submit a case request. It	2020	TREEDST// TITLE WEST CONTROL TO THE CONTROL THE CONTROL TO THE CONTROL THE CONTROL TO THE CONTRO
		explores how to document an in-office procedure and how to document		Audio: call in number: 1-844-621-3956 United States Toll Free
<u>></u>		clinic-collected specimens and medications administered during a clinic	9 am	Meeting number (access code): 160 179 8672#
ato r		visit. Additionally, you will learn how to capture charges for office visits	3 4111	Weeting number (access code). 160 179 8672#
lide		and procedures performed during an office visit. The course concludes		
Ambulatory Surgical Provider		by exploring In Basket; the internal messaging system used within Epic.		
AG	Managers and Supervisors		Thursday	10.1
) age	Managers and Supervisors	Learn how to find reports, run reports and create reports. Users will also	Thursday	Link:
ans		learn how to edit a provider's schedule and Maintain Accurate		
Σ		Appointment Statics using EOD processing. Dashboards will be explored	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=t6cc5ad001de526b2b5cfedc444732c65
or,		and we will take a closer look at Patient and Claim Edit Workqueues.	2020	
Cadence Supervisor/Manager				Audio: call in number: 1-844-621-3956 United States Toll Free
de pe			9 am	Meeting number (access code): 172 481 8660#
Ca				
υ	Template Builders	Learn how to create and edit a Template for a provider or resource, as	Thursday	Link:
lat		well as make changes to a template over time, make a change for a		
E		single day and how to edit slots.	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=t3803649cf444a7a1aae3a64fe6e3be86
Cadence Template Manager			2020	
nce ger				Audio: call in number: 1-844-621-3956 United States Toll Free
der			1 pm	Meeting number (access code): 172 638 2632#
Ž Ž				Meeting Hamber (access code). 172 oos 2002ii
	Case Managers	This course covers patient lists management, chart review, centralized	Thursday	Link:
<u>_ a</u>		case management tasks, including utilization review, payor		
nic		communications and third-party utilization management applications	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=tf0fc3815ce3b53b6ba813d51198d1447
Cli		including front end denials/appeals and in basket.	2020	
ClinDoc Clinical Case Manager				Audio: call in number: 1-844-621-3956 United States Toll Free
in [9 am	Meeting number (access code): 172 540 1350#
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ClinDoc Therapist	Physical Therapist,	This course covers patient list management, chart review, assessment	Thursday	Link:
	Occupational Therapist,	documentation, care plans, patient education, team conference notes		
Jer	Speech Language Therapist,	and filing charges	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=tb5111a038b3285a69a2bc90fd2111bd1
È	Audiologists		2020	
) Do				Audio: call in number: 1-844-621-3956 United States Toll Free
			1 pm	Meeting number (access code): 172 902 4310#
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۵	HB Insurance Follow-Up	In this course, you will learn how to access accounts to follow up on	Thursday	Link:
Hospital Billing Insurance Follow-Up	employees and	outstanding insurance balances, resolve denials and payment variances,		
ω <u>δ</u>	Supervisors/Managers; All	and resolve insurance credit balances	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=tbd94f159098cf2c676fc44170a9d8b70
i i i	Home Health Billing Staff		2020	
B Bil	and Supervisors/Managers			Audio: call in number: 1-844-621-3956 United States Toll Free
ital			9 am	Meeting number (access code): 172 101 6150#
spi				
Hos Ins				
	MD, DO, NP, PA	Learn through lecture and hands on exercises how to complete their	Thursday	Link:
ţ		surgical workflows in Epic. This includes pre-op, post-op to floor, post-		
atie		op discharge. The course also reviews writing notes and placing orders.	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=tdce46c4ab27d4cb9f713d1703be38dfc
ed .			2020	$\frac{\text{III.tps://IIIi.c.webex.com/III.c/k2/j.pnp?wiiiD=tdce4oc4ab27d4cb9i713d1703be38dic}{\text{III.tps://III.c.webex.com/III.c/k2/j.pnp?wiiiD=tdce4oc4ab27d4cb9i713d1703be38dic}$
Orders Inpatient Surgeon				
der			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
Oro			3 4111	Meeting number (access code): 160 996 6943#
×	Front Desk and Schedulers	Learn the processes of transcribing, copying, scheduling, canceling and	Thursday	Link:
De	within the	re-scheduling orders/appointments, as well as patient registration,		
nt	Radiology/EEG/EMG/PFT/SI	check-in and walk-in. Activities will include the use of the Snapboard,	October 8,	https://hhc.webex.com/hhc/k2/j.php?MTID=t9cf67788270d86540a9bc0f118a2a155
5	eep study departments	Appointment Desk, and Ancillary Orders to facilitate these processes.	2020	integration in the control of the co
T E	,,	, , , , , , , , , , , , , , , , , , ,		Audio: call in number: 1-844-621-3956 United States Toll Free
Radiant Front Desk			9 am	Meeting number (access code): 172 586 2230#
Rai			3 4111	Weeting number (access code). 172 566 2250#
		Sessions Available C	n Demand	
	For any staff that will be	This session is for any staff that will call patient's COVID-19 test results.		
Ambulatory Telephone Encounter	calling patients with COVID-	This session will show the end-user how to look a patient up, document	Available any	Link:
l od	19 test results	the telephone encounter	time	
<u>e</u>				
Te			Click the link	
<u> </u>	+=		onon eno min	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters
atc			to launch the	
Inq			to launch the	
h inc			- Lagraina	
Ч Ш			E-learning	
	Ambulatory Providers that	This session is for the ambulatory provider that will evaluate a patient.		Link:
<u> </u>	will evaluate patients via	This will review finding your patient, documenting reason for visit and	Available any	
_ Per	the telephone	notes and treatment decisions	time	https://eits.it.training.nychhc.org/epic/amb document televisit
ory			Click the link	https://ensitetranning.myenne.org/epio/anno_document_televisit
neı latı			to launch the	
cun bu ts	八二		E-learning	
Documenting Ambulatory Tele- visits	▎ ▗▘▞ ▍ ▗▘			
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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