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:
Nurse	Directors of ED Nursing, Medical Directors of ED	tracking tools, triage, chart review, assessments, note writing, order entry, and medication administration.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t1ab6ec4bcf4fbffd60ab393aad744a7e
ASAP ED Nu	Nursing		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 678 6475#
	ED Psych/CPEP RNs, ED Psych/CPEP Nurse	Learn how to track the patient throughout their psychiatric stay using the ED Track Board, ED Manager, colors, and icons. You will cover	Wednesday	Link:
	Managers, ED Psych/CPEP Associate Directors of	patient tracking tools, triage, chart review, assessments, note writing, order entry, and medication administration, results review, and	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t88e6b63e90da404c84b3275d4e88cb5a
ASAP ED Psych/CPEP Nurse	Nursing, ED Psych/CPEP Directors of Nursing	dispositioning the patient.	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 420 4160#
	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:
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	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tf9eeabc74d8103a333bf1ba3e4a5f0a3
Ambulatory Nurse		of specimens in the clinic, and how to document telephone calls and patient letters	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 160 014 4724#

	Obstetricians,	Learn how to complete documentation for initial and routine prenatal	Wednesday	Link:
	Gynecologists, other	visits, including how to create a pregnancy episode, review relevant labs		
	providers; Midwives,	and document a bedside ultrasound. We will also explore how update	September 30,	https://hhc.webex.com/hhc/k2/j.php?MTID=t967685a378666994a0328dfcbc2a2fc9
	Residents, NPs & PAs in	obstetric history, and use other OB tools such as Dating, ultrasound	2020	Tittps://Tittc.webex.com/Tittc/k2/j.php:WTID=t5070053370000554a0528utcbc2a21c5
a −z	OB/GYN departments	documentation, and the pregnancy checklist. The course covers how		Audio: call in number: 1-844-621-3956 United States Toll Free
ato rici		place orders; including medications, labs, and immunizations, how to	9 am	
ouls tet		write a progress note, and how to document clinic-collected specimens.		Meeting number (access code): 160 876 9221#
Ambulatory Obstetrician				
4 0	Inpatient Oncology nurses	Learn the Oncology specific workflows. The content will cover admitted	Wednesday	Link:
	patient energy naises	patients with treatment plans, releasing infusion orders and	Trouncouu,	Link.
>		administering Chemotherapy in the inpatient units. A comprehensive	September 30,	
log Se		assessment will be given at the end of the course covering all content.	2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t13fa9ed2fbef7e88f5049202106aeb0e
0 1		assessment will be given at the end of the course covering an content.	2020	
o t			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free
tier			Jaiii	Meeting number (access code): 172 360 8468#
Beacon Oncology Inpatient Nurse				
	Oncologists, PA's and	In this course you learn the basics of oncology workflows including	Wednesday	Link:
≥ 8	<u> </u>	,	Wednesday	Link:
ology	residents working with	staging a patient's cancer and applying a chemotherapy treatment plan		
ıncology	<u> </u>	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In	September 30,	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba
n Oncology	residents working with	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment		
icon Oncology se	residents working with	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In	September 30, 2020	
Beacon Oncology Nurse	residents working with	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment	September 30,	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free
Beacon Oncology Nurse	residents working with Oncology patients	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking.	September 30, 2020 1 pm	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043#
	residents working with Oncology patients Registrars, Schedulers,	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. Learn how to register a patient gathering all the required and	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center,	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. Learn how to register a patient gathering all the required and recommended data. Canceling & Rescheduling appointments will be	September 30, 2020 1 pm Wednesday	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link:
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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	September 30, 2020 1 pm Wednesday September 30,	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043#
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. Learn how to register a patient gathering all the required and recommended data. Canceling & Rescheduling appointments will be	September 30, 2020 1 pm Wednesday	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk,	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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.	September 30, 2020 1 pm Wednesday September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969 Audio: call in number: 1-844-621-3956 United States Toll Free
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk, Schegistrar (Scheduler +	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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),	September 30, 2020 1 pm Wednesday September 30,	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk,	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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	September 30, 2020 1 pm Wednesday September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969 Audio: call in number: 1-844-621-3956 United States Toll Free
	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk, Schegistrar (Scheduler +	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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	September 30, 2020 1 pm Wednesday September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969 Audio: call in number: 1-844-621-3956 United States Toll Free
Cadence Outpatient Beacon Oncology Scheduling & Registration Nurse	residents working with Oncology patients Registrars, Schedulers, Front Desk, Call Center, Referral Users, Referral Coordinators and Managers, HOD Front Desk, Schegistrar (Scheduler +	staging a patient's cancer and applying a chemotherapy treatment plan and basic Ambulatory workflows used in the Oncology departments. In addition, you learn modifying, treatment plans, converting treatment plans for admitted patients, and cumulative doses tracking. 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	September 30, 2020 1 pm Wednesday September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tda53ab22ba2e27180602be22e7a24cba Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 962 2043# Link: https://hhc.webex.com/hhc/k2/j.php?MTID=t20897862aa8c31a318887491f4d2f969 Audio: call in number: 1-844-621-3956 United States Toll Free

urse	Adult Inpatient Nurses, All Inpatient LPNs, Pediatric	This course covers starting your shift, documenting in flowsheets, document insertion and removal of LDAs, starting the care plans and	Wednesday	Link:
atient Ni	Nurses, Nurse Managers, ICU Nurses, Oncology	patient and discharging a patient.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tc60435688fdacfe65728f3617051fb1c
ClinDoc Inpatient Nurse	Nurses, Wound Care Nurses, IV Nurses.		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 719 2682#
	Front desk and support staff	Learn tasks related to transcribing orders, scheduling appointments,	Wednesday	Link:
nvasive	who will schedule appointments for non-invasive procedures.	registering patients and arriving patients to diagnostic cardiology departments.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=tcc7f6eee4ae53738abcf6c92fbfccee1
Cupid Non-Invasive Scheduler			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 414 4644#
	Bed Planners, Admission	learn how to enter patient demographics, insurance, and billing	Wednesday	Link:
01 ation	Clerks, and Supervisors, ED Registrars, ED Clerks, Insurance Verification, L&D	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	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t348918167125f55d94f46fc75372bf3f
Grand Central 101 Hospital Registration	Registrars, OB Unit Clerks & PCAs, OB RNs, Surgery Schedulers who do Admissions.	registering patients with outdated billing and insurance information by updating guarantor accounts and coverages.	9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 611 0071#
e.	HB Customer Service	Learn how to view guarantor and account information in order to	Wednesday	Link:
Hospital Billing Customer Service and Self-Pay Follow-Up	employees and Supervisors/Manager; All Home Health Billing Staff	respond to guarantor inquiries, post a payment over the phone, create a payment plan, update guarantor demographics, change guarantors, and update coverage information.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=taa32a89b6e8e2f0b85dad8ceaee9efb9
Hospita Custon and Se Follow	and Supervisors/Managers		9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 906 0388#
Z Z	This course is for Amb/Surg pre-operative and PAT	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	Wednesday	Link:
OpTime Pre-Op RN	nurses.	acting on orders, and pre-op verification.	September 30, 2020	https://hhc.webex.com/hhc/j.php?MTID=m11b3b0d7861cd19b968f00d583523d04
OpTim			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 088 5500 #

O.	PACU RNs, or any nurse	This course covers the basics of PACU and Phase II documentation	Wednesday	Link:
OpTime Post-Op	floating to PACU.	including: patient Education, MAR documentation, discharge, and post- op call workflows.	September 30, 2020	https://hhc.webex.com/hhc/j.php?MTID=md7077514a3f1501af57fc2f0bc812ac4
OpTim			1 pm	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 650 9020#
	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.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t4767ca7be07019e71918266eca7c3c3a
Stork L & D Nurse			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 718 1403#
	Nurse Manager, Nursery	This course covers admitting the baby, flowsheet documentation,	Wednesday	Link:
Stork NICU/Mother Baby	Nurses, Postpartum Nurses, NICU Nurses	medication administration, discharging both mom and baby.	September 30, 2020	https://hhc.webex.com/hhc/k2/j.php?MTID=t742a87214ce086bf27fa7b67ef61a9d6
Stork NIC Baby			9 am	Audio: call in number: 1-844-621-3956 United States Toll Free Meeting number (access code): 172 392 5868 #
		Sessions Available C	On Demand	
lephone	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 to launch the	https://eits.it.training.nychhc.org/epic/amb_telephone_encounters
Amb			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: <pre>https://eits.it.training.nychhc.org/epic/amb_document_televisit</pre>

	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