

Lehigh Valley Health Network
 Division of Education, Clinical Staff Development

**EXPERIENCED TECHNICAL PARTNER/ CERTIFIED NURSING ASSISTANT
 Classroom Orientation Schedule**

March 17, 2014

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NOTE: UNIT SCHEDULES ALL CLINICAL DATES AND TIMES.

ALL TECHNICAL PARTNERS/NURSE ASSISTANTS' MUST HAVE A RN PRECEPTOR.

Location Key: LVHCC LVH-Cedar Crest & I-78 site NCC Northampton Community College
 S. CC South Cedar Crest Blvd. DOE Division of Education

DATE	TIME	CONTENT	LOCATION
WEEK #1			
3/17/14 Monday	0800-1630	CONNECTIONS Hospital orientation <i>-Current LVHN employees-Clinical As Assigned</i>	LVHN-CC, Auditorium
3/18/14 Tuesday	0800-1630	Navigations Day 1: Your Orientation Journey <i>-Current LVHN employees-Clinical As Assigned</i>	1247 S CC 2 nd FL. DOE Learning Center A *Enter main lobby from I-78 SIDE of Bldg....NOT LMIC!
3/19/14 Wednesday	0800	Clinical Shifts As Assigned	Meet in the lobby of site of hire. <i>Current LVHN Employees report as assigned.</i>
3/20/14 Thursday	0800-1630	Passport to Safety	1247 S. CC 2 nd FL. DOE Learning Center A
3/21/14 Friday	0800-1630	25 TP/CNA Skill Evaluation Bathing Workshop Vital Sign Workshop	NCC 511 East 3 rd St. Room 505 Bethlehem
WEEK #2			
3/24/14 Monday	Assigned	Clinical Shifts As Assigned	As Assigned
3/25/14 Tuesday	0800-1630	Navigations Day 2: Your Orientation Journey <i>-Current LVHN employees-Clinical As Assigned</i>	1247 S CC 2 nd FL. DOE Learning Center A

DATE	TIME	CONTENT	LOCATION
3/26/14 Wednesday	0800-1530	Cardiovascular Workshop: <ul style="list-style-type: none"> ○ Performing Blood Pressure and Pulse ○ Performing an EKG ○ Reportables ○ Telemetry Lead Placement 	NCC 511 East 3 rd St. Room 505 Bethlehem
	1530-1630	The Learning Curve: Work on New Hire Bundle	
3/27/14 Thursday	0800-1630	Ticket to Quality Care: <i>*Please wear clinical attire*</i>	1247 S. CC 2 nd FL. DOE Learning Center A
3/28/14 Friday	Assigned	Clinical Shifts As Assigned	As Assigned
WEEK #3			
3/31/14 Monday	0800-1530	Respiratory Workshop: <ul style="list-style-type: none"> ○ Equipment review and demonstration ○ Performing respiratory rate ○ Performing pulse oximetry ○ Reportables Endocrine Workshop: <ul style="list-style-type: none"> ○ Performing blood glucose monitoring ○ Reportables Nutrition <ul style="list-style-type: none"> ○ Documentation (height/weight, meal completion, calorie count) ○ At Your Request ○ Feeding guidelines 	NCC 511 East 3 rd St. Room 505 Bethlehem
	1530-1630	The Learning Curve: Complete New Hire Bundle	
4/1/14 Tuesday	0800-1100	Navigating the Documentation System	1247 S CC 2 nd FL. DOE Computer Lab A No Food or Drinks Allowed
	1200-1630	Clinical Shifts As Assigned	As Assigned
4/2/14 Wednesday	Assigned	Clinical Shifts As Assigned	As Assigned
4/3/14 Thursday	Assigned	Clinical Shifts As Assigned	As Assigned
4/4/14 Friday	0800-1630	Integumentary Workshop <ul style="list-style-type: none"> ○ Risk factors ○ Preventative measures ○ Skin care products Pre and Post Operative Care <ul style="list-style-type: none"> ○ Skin prep ○ Catheters, lines, and tubes ○ Vacular support devices Pain management	NCC 511 East 3 rd St. Room 505 Bethlehem

WEEK #4			
4/7/14 Monday	0800-1630	Elimination <ul style="list-style-type: none"> ○ Reportables ○ Documentation ○ Foley Catheters (Daily care, removal) ○ Retention (Bladder scan) ○ Ostomies ○ Specimen collection (Identification, collection, labeling, transport) Phlebotomy Workshop Part 1	NCC 511 East 3 rd St. Room 505 Bethlehem
4/8/14 Tuesday	0800-1630	Phlebotomy Workshop Part 2	NCC 511 East 3 rd St. Room 505 Bethlehem
4/9/14 Wednesday	Assigned	Clinical Shifts As Assigned	As Assigned
4/10/14 Thursday	Assigned	Clinical Shifts As Assigned	As Assigned
4/11/14 Friday	Assigned	Clinical Shifts As Assigned	As Assigned
WEEK #5			
4/14/14 Monday	TP/CNA with Current BLS Certification: (Certification must be approved by LVHN)		
	Assigned	Clinical Shifts As Assigned	As Assigned
	All Others:		
	0800-1630	BLS for Healthcare Providers	NCC 511 East 3 rd St. Room 505 Bethlehem
4/15/14 Tuesday	Assigned	Clinical Shifts As Assigned	As Assigned
4/16/14 Wednesday	Assigned	Clinical Shifts As Assigned	As Assigned
4/17/14 Thursday	0800-1630	Patient Simulation	1247 S CC 2 nd FL Interdisciplinary Simulation Center
4/18/14 Friday	0800-1630	Comprehensive Lab Practice Session and Skill Integration workshop Final examination and Skill Testing	NCC 511 East 3 rd St. Room 505 Bethlehem
WEEK #6 Clinical As Assigned			

Working Together to Make a Better Technical Partner/ CNA Orientation



Preceptor Guidelines

Goal:	Assignment:	Focus on the Following Skills:	Validation:
WEEK #1			
Dates: March 17-21, 2014			
Completes mandatory education requirements to meet regulatory agency requirements.	<p>March 17 Connections</p> <p>March 18 Navigations: Your Orientation Journey</p> <p>March 19 Clinical on unit of hire</p> <p>March 20 Passport to Safety</p>	<p>Vital signs</p> <ul style="list-style-type: none"> • Radial pulse • Respirations • Blood pressure (2 step method) • Oral temperatures • Personal care of patient <p>Infection Control Practices Gowning & Gloving Fall Prevention Interventions Ceiling Lift Use if applicable</p>	<p>Completes designated education resources and evaluation tools.</p> <p>Begin work on Travel Guide Assignments</p> <p>Attempt to validate TP/CNA on these skills and document on the Orientation Record.</p>

	March 21 Skills Workshop at NCC	Restraint Application Alternative to Restraint Use	
WEEK # 2			
Dates: March 24-28, 2014			
Begin transition to technical partner role and responsibilities.	March 24 & 28 Clinical at LVHN (2-4 patient assignment) March 25 Navigations: Your Orientation Journey March 26 Class at NCC March 27 Ticket to Quality Care	Perform EKGs Telemetry Lead Placement Oxygen Equipment Use Observation Level Assignment Post Mortem Care if applicable Giving and Receiving Shift Report	Attempt to validate TP/CNA on these skills and document on the Orientation Record.
WEEK #3			
Dates: March 31-April 4, 2014			
Continue to prepare for increased role responsibilities and final skills/theory exam.	March 31 & April 4 Class at NCC April 1 Computer Training at LVHN DoE April 2 & 3 Clinical at LVHN (4-6 patient assignment)	Computer Documentation Blood Glucose Meter Use Calorie Counts Oral Intake Recording Feeding Patients Tube Feeding Care if applicable Measuring and Recording Weights Pressure Ulcer Prevention Interventions Wound Care/Dressing Changes Hot and Cold Applications Pain Management Interventions Giving and Receiving shift report	Attempt to validate TP/CNA on these skills and document on the Orientation Record.
WEEK #4			
Dates: April 7-11, 2014			
Prepare to transition into technical partner position.	April 7 & 8 Class at NCC April 9-11 Clinical at LVHN (6 patient assignment)	Computer Documentation Foley Care/Ostomy Care Documenting and Recording Output Specimen Collection/Labeling Phlebotomy Giving and Receiving shift report Prioritizing/Organizing Tasks	Attempt to validate TP/CNA on these skills and document on the Orientation Record.
WEEK # 5			
Dates: April 14-18, 2014			
Prepare to transition into technical partner position.	April 14 If needed BLS at NCC OR Clinical	Giving and Receiving shift report Organizational skills	Attempt to validate TP/CNA on these skills and document on the

	<p>at LVHN</p> <p>April 15 & 16 Clinical at LVHN (6-8 patient assignment)</p> <p>April 17 Patient Simulation Scenarios</p> <p>April 18 Lab Practice session and Skill Final at NCC</p>	Build on previous skills	Orientation Record.
WEEK #6			
Dates: April 21-25, 2014			
Transfer into Technical Partner position.	<p>April 21-25 Clinical at LVHN (8-10 patient assignment)</p>	Continue building on all skills Putting classroom theory and technical skills together	Attempt to validate TP/CNA on these skills and document on the Orientation Record.