

Medical Record Classroom Orientation Schedule December 13, 2021

Training Educator: Nilsa Rivera

Phone #: 484-884-0242

Department of Education, Epic Training: 484-884-9210

NOTE: DEPARTMENTS SCHEDULE ALL CLINICAL DATES AND TIMES.

Allentown/CH/Hecktown Oaks Hires: 1247 S Cedar
Crest Blvd, 2nd floor, Learning Centers A&B

Schuylkill hires: 450 Washington Street,
Pottsville, SON building, 2nd floor, Employee
Learning Center

Location Key:

Hazleton hires: 700 E. Broad Street, Hazleton,
Employment & Technology Building, 3rd floor

EPIC training: (in person) 2100 Mack Blvd 6th
floor, Allentown, PA or Webex

Pocono hires: Navigations: 175 East Brown St Suite
106. East Stroudsburg

DATE	TIME	CONTENT	LOCATION - * SUBJECT TO
WEEK #1			
Monday 12/13/2021	0800-1115 1115-1215 1215-1630	<p style="text-align: center;">ONBOARDING DAY 1: CONNECTIONS Hospital Orientation</p> <p style="text-align: center;">Lunch and Travel Time to Education Locations</p> <p style="text-align: center;">ONBOARDING DAY 1: NAVIGATIONS</p> <p style="text-align: center;">*****Masks are required in the classroom. Please have a mask on you if instructed to wear one*****</p>	<p>Web Ex – As directed by your HR representative</p> <p style="text-align: center;">Allentown/CH/Hecktown Oaks Hazleton Pocono Schuylkill</p> <p>See location key for your Navigations location</p>
Tuesday 12/14/2021	As Assigned	As Assigned	As Assigned
Wednesday 12/15/2021	As Assigned	As Assigned	As Assigned
Thursday 12/16/2021	As Assigned	As Assigned	As Assigned
Friday 12/17/2021	As Assigned	As Assigned	As Assigned

For Revenue Cycle Education

Click [here](#) for HB/PB Payor/Plan Insurance Training Agendas
 Please re-check the RCE agendas the **day** before your scheduled training
 Questions? Email or call RCE at REVENUE_CYCLE_ED or 484-884-8795

WEEK #2

Monday 12/20/2021	As Assigned	As Assigned	As Assigned
Tuesday 12/21/2021	As Assigned	As Assigned	As Assigned
Wednesday 12/22/2021	0800-1000 1230-1630	Epic: HIM ROI As Assigned	Webex As Assigned
Thursday 12/23/2021	As Assigned	As Assigned	As Assigned
Friday 12/24/2021	As Assigned	As Assigned	As Assigned

CPR CERTIFICATION / CPR RE-CERTIFICATION

- BLS (CPR) course offerings can be found on the LVHN intranet.
 On the LVHN homepage, select Departments, Non-Clinical, EMI.
 Select the course type, choose the date, and use the registration form to enroll in the course of your choice.
- Newly hired employees who need CPR certification will continue to attend Orientation CPR. Classes are held monthly at EMI.
- **All participants must be pre-registered for courses, and we encourage all Practice Managers to forward confirmation e-mails to the new-hire Provider to ensure that s/he is not turned away. If the orientee is not pre-registered, s/he will not be able to attend the class.**

If you need any additional assistance, please call EMI 484-884-0011.