

**Manager Communication Center  
Classroom Orientation Schedule  
Decemeber 23<sup>rd</sup>, 2024**

**Training Coordinator Contact Name and Phone #: Stefanie Fisher 610-871-9777**

IS&T, Epic Training: 484-884-9210

**NOTE: DEPARTMENTS SCHEDULE ALL CLINICAL DATES AND TIMES.**

**Location Key:**      **Center for Healthcare Education: 3900 Sierra Circle,**      **WebEx: Email invite to LVHN email**  
                                  **Center Valley, PA, 18034**

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
<b>WEEK #1</b>			
Monday 12/23/2024	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 12/24/2024	As Assigned	As Assigned	As Assigned
Wednesday 12/25/2024	As Assigned	As Assigned	As Assigned
Thursday 12/26/2024	As Assigned	As Assigned	As Assigned
<b>Friday 12/27/2024</b>	<b>0900-1100</b> As Assigned	<b>Epic: Security Communications</b> As Assigned	<b>Web Ex</b> As Assigned
<b>CPR CERTIFICATION / CPR RE-CERTIFICATION</b>			
<ul style="list-style-type: none"> <li>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.</li> <li>Newly hired employees who need CPR certification will continue to attend Orientation CPR. Classes are held monthly at EMI.</li> <li><b>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.</b></li> </ul> <p>If you need any additional assistance, please call EMI 484-884-0011.</p>			