

**Trained Medical Interpreter  
Classroom Orientation Schedule  
Decemeber 9<sup>th</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<br>*SUBJECT TO CHANGE                |
|--|---------------------------------|--|---|
| <b>WEEK #1</b>   |                                 |  |   |
| Monday<br>12/9/2024  | As Assigned                     | CONNECTIONS                                      | As per the directions sent by Human Resources |
| Tuesday<br>12/10/2024  | As Assigned                     | As Assigned                                      | As Assigned                                   |
| <b>Wednesday<br/>12/11/2024</b>  | <b>0900-1100</b><br>As Assigned | <b>Epic: Interpreter Services</b><br>As Assigned | <b>Web Ex</b><br>As Assigned                  |
| Thursday<br>12/12/2024   | As Assigned                     | As Assigned                                      | As Assigned                                   |
| Friday<br>12/13/2024   | As Assigned                     | As Assigned                                      | 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.<br/>On the LVHN homepage, select Departments, Non-Clinical, EMI.<br/>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> |                                 |  |   |