

## Case Manager Psychiatry – Per Diem Epic Training Orientation Schedule July 22, 2024

**Epic Training Coordinator Contact Name and Phone #: Aimee Nicholassen, M.Ed 484-884-0257**  
Department of Education, Epic Training: 484-884-9210

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

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

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
<b>WEEK #1</b>			
Monday 7/22/2024	As Assigned	<b>CONNECTIONS</b>	As per the directions sent by Human Resources
Tuesday 7/23/2024	As Assigned	As Assigned	As Assigned
Wednesday 7/24/2024	As Assigned	As Assigned	As Assigned
Thursday 7/25/2024	As Assigned	As Assigned	As Assigned
Friday 7/26/2024	As Assigned	As Assigned	As Assigned
<b>WEEK #2</b>			
Monday 7/29/2024	As Assigned	As Assigned	As Assigned
<b>Tuesday 7/30/2024</b>	<b>0800-1200 1230-1630</b>	<b>Epic: Case Manager Training</b> As Assigned	<b>Center for Healthcare Education</b> As Assigned
Wednesday 7/31/2024	As Assigned	As Assigned	As Assigned
<b>Thursday 8/1/2024</b>	<b>0800-1200 1230-1630</b>	<b>Epic: Bed Management Training</b> As Assigned	<b>Web Ex</b> As Assigned
Friday 8/2/2024	As Assigned	As Assigned	As Assigned
<p><b>Auth Cert and Patient Access Training – Assigned by Revenue Cycle Education (RCE)</b> Managers will need to contact Revenue Cycle Education to sign their users up for training. Form is available on the LVHN Intranet page.</p>			
<b>CPR CERTIFICATION / CPR RE-CERTIFICATION</b>			

- 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.