

## Occupational Therapist - Per Diem Classroom Orientation Schedule November 25<sup>th</sup>, 2024

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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>11/25/2024   | 0800-1115        | <b>ONBOARDING DAY 1: CONNECTIONS WEBEX</b> | As per the directions sent by Human Resources  |
|  | 1300-1630        | <b>CONNECTIONS PM</b>                      | At the following hospital sites:<br>(LVH-CC, LVH-M, LVH-Hazleton, LVH-Schuylkill and LVH-Pocono) |
| Tuesday<br>11/26/2024  | 0800-1600        | Department Orientation                     | Local Home Care Office   |
| Wednesday<br>11/27/2024  | 0800-1600        | Department Orientation                     | Local Home Care Office   |
| Thursday<br>11/28/2024   | As Assigned      | Thanksgiving                               | As Assigned  |
| Friday<br>11/29/2024   | 0800-1600        | Department Orientation                     | Local Home Care Office   |
| <b>WEEK #2</b>   |                  |  |  |
| Monday<br>12/2/2024  | <b>0800-1500</b> | <b>Dorothy Field User 100</b>              | <b>Center for Healthcare Education</b>   |
| Tuesday<br>12/3/2024   | <b>0800-1600</b> | <b>Dorothy Field User 200</b>              | <b>Center for Healthcare Education</b>   |
| Wednesday<br>12/4/2024   | <b>0800-1200</b> | <b>Dorothy Field User 300</b>              | <b>Center for Healthcare Education</b>   |
|  | 1230-1630        | Department Orientation                     | Local Home Care Office   |
| Thursday<br>12/5/2024  | 0800-1600        | Department Orientation                     | Local Home Care Office   |
| Friday<br>12/6/2024  | 0800-1600        | Department Orientation                     | Local Home Care Office   |
| <b>Further Orientation Schedule – As Assigned</b>  |                  |  |  |
| <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> |                  |  |  |
| If you need any additional assistance, please call EMI 484-884-0011.   |                  |  |  |