Lehigh Valley Health Network, Department of Education, Education Services

## Secretary - CVM Classroom Orientation Schedule April 15 – April 26, 2024

Training Coordinator Contact Name: Susan Pool (susan.pool@lvhn.org) 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
		WEEK #1	
Monday 4/15/2024	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 4/16/2024	As Assigned	As Assigned	As Assigned
Wednesday 4/17/2024	0800-1000 As Assigned	Invasive Cardiology Scheduler As Assigned	WebEx As Assigned
Thursday 4/18/2024	0800-1200 As Assigned	Epic: Admin Partner 100 As Assigned	Center for Healthcare Education As Assigned
Friday 4/19/2024	As Assigned	As Assigned	As Assigned
		WEEK #2	
Monday 4/22/2024	0800-1200 As Assigned	Epic: Admin Partner 200 As Assigned	Center for Healthcare Education As Assigned
Tuesday 4/23/2024	As Assigned	As Assigned	As Assigned
Wednesday 4/24/2024	As Assigned	As Assigned	As Assigned
Thursday 4/25/2024	As Assigned	As Assigned	As Assigned
Friday 4/26/2024	As Assigned	As Assigned	As Assigned
		Further Orientation Schedule – As Assign	ed
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.