

Discharge Planner Epic Training Orientation Schedule April 6, 2026

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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 Jefferson email**

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
WEEK #1			
Monday 4/6/2026	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 4/7/2026	As Assigned	As Assigned	As Assigned
Wednesday 4/8/2026	As Assigned	As Assigned	As Assigned
Thursday 4/9/2026	As Assigned	As Assigned	As Assigned
Friday 4/10/2026	As Assigned	As Assigned	As Assigned
WEEK #2			
Monday 4/13/2026	As Assigned	As Assigned	As Assigned
Tuesday 4/14/2026	0800-1200 1230-1630	Epic: Case Manager Training As Assigned	Center for Healthcare Education As Assigned
Wednesday 4/15/2026	As Assigned	As Assigned	As Assigned
Thursday 4/16/2026	As Assigned	As Assigned	As Assigned
Friday 4/17/2026	As Assigned	As Assigned	As Assigned
Auth Cert and Patient Access Training – As Assigned by Revenue Cycle Education (RCE) Managers will need to contact Revenue Cycle Education to sign their users up for training. Form is available on the LVHN Intranet page.			
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.