

Licensed Psychiatric Case Manager Epic Training Orientation Schedule December 22, 2025

Epic Training Coordinator Contact Name and Phone #: Aimee Nicholassen, M.Ed 484-884-0257

Epic Training, IT&I: 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 12/22/2025	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 12/23/2025	0800-1230 1300-1600	As Assigned Epic: Bed Management Training	As Assigned Web Ex
Wednesday 12/24/2025	As Assigned	As Assigned	As Assigned
Thursday 12/25/2025	As Assigned	As Assigned (Holiday)	As Assigned
Friday 12/26/2025	As Assigned	As Assigned	As Assigned
WEEK #2			
Monday 12/29/2025	As Assigned	As Assigned	As Assigned
Tuesday 12/30/2025	0800-1200 1230-1630	Epic: Case Manager Training As Assigned	Center for Healthcare Education As Assigned
Wednesday 12/31/2025	As Assigned	As Assigned	As Assigned
Thursday 1/1/2026	As Assigned	As Assigned (Holiday)	As Assigned
Friday 1/2/2026	As Assigned	As Assigned	As Assigned
Auth Cert 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.