

**Medical Assistant- Trainee**  
**Classroom Orientation Schedule**  
**February 9, 2026**

**Epic Training Coordinator Susan Pool**

Information Services & Technology, Epic Training

**Susan.Pool@jefferson.edu**

**NOTE: DEPARTMENTS SCHEDULE ALL "AS ASSIGNED" CLINICAL DATES AND TIMES**

**Location Key:**

**Center for Healthcare Education:**  
**3900 Sierra Circle, Center Valley, PA 18034**

**VIRTUAL:**  
Virtual Training, invite sent to email

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
<b>WEEK #1</b>			
Monday 2/9/2026	As Assigned	<p style="text-align: center;"><b>CONNECTIONS</b></p> <p style="text-align: center;"><b>***For the LVPG Clinical Services Orientation class schedule please reach out to the following contacts:</b></p> <p style="text-align: center;"><b>Deborah Elsheakh</b>  <b><a href="mailto:Deborah.Elsheakh@jefferson.edu">Deborah.Elsheakh@jefferson.edu</a></b>  and  <b>Alison Nadraws</b>  <b><a href="mailto:Alison.Nadraws@jefferson.edu">Alison.Nadraws@jefferson.edu</a></b></p>	As per directions sent by Human Resources
Tuesday 2/10/2026	<b>0800-1630</b>	<b>LVPG Clinical Services Orientation</b>	<b>LVHN-Mack Building</b> 2100 Mack Blvd – Lobby Allentown, PA 18103
Wednesday 2/11/2026	<b>0800-1200</b>	<b>Epic: AMB Clinical Support 100 Training</b>	<b>Center for Healthcare Education</b> <i>3900 Sierra Circle</i> <i>Center Valley, PA 18034</i>
Thursday 2/12/2026	As Assigned	As Assigned	As Assigned
Friday 2/13/2026	<b>0800-1630</b>	<b>Epic: AMB Clinical Support 200 Training</b>	<b>Center for Healthcare Education</b> <i>3900 Sierra Circle</i> <i>Center Valley, PA 18034</i>

- If staff will be completing registration / attending Revenue Cycle Education (RCE), managers are required to register them as needed. RCE will provide an additional separate training schedule.

**For Revenue Cycle Education**

Click [here](#) for HB/PB Payor/Plan Insurance Training Agendas

\*\*\*Please re-check the RCE agendas the day before your scheduled training\*\*\*

Questions? Email or call RCE at REVENUE\_CYCLE\_ED or 484-884-8795

WEEK #2			
Monday 2/16/2026	As Assigned	As Assigned	As Assigned
Tuesday 2/17/2026	As Assigned	As Assigned	As Assigned
Wednesday 2/18/2026	<b>0800-1200</b> As Assigned	<b>Epic: AMB Clinical Support OB Training (Only for those working in OB/GYN)</b> As Assigned	<b>Center for Healthcare Education 3900 Sierra Circle Center Valley, PA 18034</b> As Assigned
Thursday 2/19/2026	As Assigned	As Assigned	As Assigned
Friday 2/20/2026	As Assigned	As Assigned	As Assigned
<b>Further Orientation Schedule – As Assigned</b>			
CPR CERTIFICATION / CPR RE-CERTIFICATION			
<ul style="list-style-type: none"> <li>• 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.</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> <p>If you need any additional assistance, please call EMI 484-884-0011.</p>			