

Clinical Documentation Specialist Classroom Orientation Schedule November 24th, 2025

Training Coordinator Contact Name: Diane Kulp (Diane.Kulp@jefferson.edu)

Information Services and Technology, Epic Training: 484-884-9210

NOTE: DEPARTMENTS SCHEDULE ALL CLINICAL DATES AND TIMES.

Location Key:

Center for Healthcare Education (CHE):
3900 Sierra Circle, Center Valley, PA, 18034

WebEx: Email invite to LVHN email

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
WEEK #1			
Monday 11/24/2025	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 11/25/2025	As Assigned	You have been registered for the HIM CDI Specialist eLearning course. You'll find the training on your Learner Dashboard in TLC. You must complete this training before you can receive Epic access. IMPORTANT: Notify your manager when you have successfully completed the training. Your manager must submit a ticket to request your access.	As Assigned
Wednesday 11/26/2025	As Assigned	As Assigned	As Assigned
Thursday 11/27/2025	As Assigned	As Assigned	As Assigned
Friday 11/28/2025	As Assigned	As Assigned	As Assigned
Further Orientation Schedule – As Assigned			
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.			