

## Clinical Documentation Specialist I Classroom Orientation Schedule October 27<sup>th</sup>, 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
<b>WEEK #1</b>			
Monday 10/27/2025	As Assigned	<b>CONNECTIONS</b>	As per the directions sent by Human Resources
Tuesday 10/28/2025	As Assigned	You have been registered for the <b>HIM CDI Specialist</b> eLearning course. You'll find the training on your Learner Dashboard in TLC. You must complete this training before you can receive Epic access.  <b>IMPORTANT:</b> Notify your manager when you have successfully completed the training. <b>Your manager must submit a ticket to request your access.</b>	As Assigned
Wednesday 10/29/2025	As Assigned	As Assigned	As Assigned
Thursday 10/30/2025	As Assigned	As Assigned	As Assigned
Friday 10/31/2025	As Assigned	As Assigned	As Assigned
<b>Further Orientation Schedule – As Assigned</b>			
<b>CPR CERTIFICATION / CPR RE-CERTIFICATION</b>			
<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>			