

**Staff Assistant
Classroom Orientation Schedule
June 26th, 2023**

Training Coordinator Contact Name and Phone #: [Maya Levy, 610-590-2423]

Department of Education, Epic Training: 484-884-9210

NOTE: DEPARTMENTS SCHEDULE ALL CLINICAL DATES AND TIMES.

Location Key: **Center for Healthcare Education: 3900 Sierra Circle,** **WebEx: Email invite to LVHN email**
 Center Valley, PA, 18034

DATE	TIME	CONTENT	LOCATION *SUBJECT TO CHANGE
WEEK #1			
Monday 6/26/2023	As Assigned	CONNECTIONS	As per the directions sent by Human Resources
Tuesday 6/27/2023	As Assigned	As Assigned	As Assigned
Wednesday 6/28/2023	As Assigned	As Assigned	As Assigned
Thursday 6/29/2023	As Assigned	As Assigned	As Assigned
Friday 6/30/2023	As Assigned	As Assigned	As Assigned
WEEK #2			
Monday 7/3/2023	As Assigned	As Assigned	As Assigned
Tuesday 7/4/2023	As Assigned	Holiday Observance – No Classes	As Assigned
Wednesday 7/5/2023	As Assigned 1230-1530	As Assigned Guest Services/Security Comm	As Assigned Web Ex
Thursday 7/6/2023	As Assigned	As Assigned	As Assigned
Friday 7/7/2023	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.