

Epic Training for New Hire Orientation – Classes for Clinical Staff

Registered Nurse: Inpatient

Epic Systems Educator: Kayla James (jamek@musc.edu)	Epic Systems	Educator: Kay	yla James ((jamek@musc.edu)
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Lpic Systems Educator. Rayla James (Jamek@musc.edu)				
Role	Epic Class	Day/Time/Location	Hrs	Tot
Inpatient – Registered Nurse Adult, Pediatric, ICU, Floor Nurse (all areas)	e, Pediatric, ICU, Floor Nurse • Epic ClinDoc Nurse 200 & • 1 st week Thurs 1:00p-5:00p CSB 220		4 4 4	12
Inpatient – Registered Nurse Oncology	 Epic ClinDoc Nurse 100 & Epic ClinDoc Nurse 200 & Epic ClinDoc Nurse 300 & Epic Beacon Inpatient Nurse 	 1st week Wed 1:00p-5:00p CSB 220 1st week Thurs 1:00p-5:00p CSB 220 1st week Fri 1:00p-5:00p CSB 220 2nd week Monday 10:30 – 12:30 (Adult) CPP 203 2nd week Monday 1:00 -3:00 (Peds) CPP 203 Beacon Contact – Quinton Irick <u>irickg@musc.edu</u> 	4 4 2 2	
Inpatient - Registered Nurse Dialysis & Hemapheresis	 Epic ClinDoc Nurse 100 & Epic ClinDoc Nurse 200 & Epic ClinDoc Nurse 300 	• 1 st week Thurs 1:00p-5:00p CSB 220 • 1 st week Fri 1:00p-5:00p CSB 220		12
Inpatient – Registered Nurse Labor and Delivery L&D	 Epic ClinDoc Nurse 100 & Epic ClinDoc Nurse 200 & Epic ClinDoc Nurse Stork 300 	 1st week Wed 1:00p-5:00p CSB 220 1st week Thurs 1:00p-5:00p CSB 220 1st week Fri 1:00p-5:00p in CPP 203 OB Contact- Marie Johnson (johnmari@musc.edu) 	4 4 4	12

Registered Nurse: Outpatient (incl. LPN, CMA, excl. MOA)

Epic Systems Educator: Allison Watson (watsonar@musc.edu)

Role	Epic Class	Day/Time/Location	Hrs	Tot
Outpatient - Registered Nurse LPN, CMA <i>(excl. MOA)</i> Adult & Pediatric	Epic Ambulatory NurseEpic Ambulatory Nurse In Basket	 1st week Thursday 8:00a - 4:00p, South Park 1, room 304 5th week Thursday 9-11a, CPP203 	8 2	10
Outpatient– Registered Nurse Hematology Oncology	 Epic Ambulatory Nurse Epic Beacon Outpatient Nurse Epic Ambulatory Nurse In Basket 	 1st week Thursday 8:00a - 4:00p, South Park 1, room 304 2nd week Tuesday 11:00 - 1:00 (Adult) CSB220 2nd week Tuesday 1:00 - 3:00 (Peds) CSB220 5th week Thursday 9-11a, CPP203 Beacon Contact - Quinton Irick <u>irickq@musc.edu</u> 	8 4 2	18
Registered Nurse: Emergency Department				

Epic Systems Educator: Randa Barr (<u>barrra@musc.edu</u>)

Role	Epic Class	Day/Time/Location	Hrs	Tot
 tment – Registered Nurse ic & Chest Pain Center	• Epic ASAP ED Nurse	• 1 st week Wednesday 1:00 – 4:00pm in CPP203	3	3

E Role PACU - Registered Nurse	pic Systems Educator: David How	/ell (howelldw@musc.edu)		
PACU - Registered Nurse	Epic Class	Day/Time/Location	Hr	To
	Epic OpTime - PACU RN	1 st week Thurs 1:00p-5:00p MH 271	4	4
IntraOp/Circulator - Registered Nurse	Epic OpTime - IntraOp RN and Circulators	1 st week Fri 8:00a-12:00p MH 271	4	4
Pre-Admission Testing (PAT) - Nurse	• Epic OpTime - PAT Clinic RN	TBD; Contact David Howell <u>howelldw@musc.edu</u>	3	3
Endoscopy/GI - Registered Nurse	• Epic OpTime - GI/Endoscopy RN	1 st week Wed 8:00a-12:00p MH 271	4	4
PreOp/Holding - Registered Nurse	Epic OpTime - PreOp Holding RN	1 st week Wed 1:00p-5:00p MH 271	4	4
Operating Room (OR) Scheduler	Epic OpTime - OR Scheduling	1st week Fri 1:00p-3:00p MH 271	2	2
Registered Nur	se & Therapeutic Assist	ant: Institute of Psychiatry "IOP"		<u>.</u>
E	pic Systems Educator: Martha Die	trich (<u>dietricm@musc.edu</u>)		
Role	Epic Class	Day/Time/Location	Hrs	То
IOP - Registered Nurse	Epic ClinDoc IOP Nurse	• 1 st week Wed at 12:30p-4:30p, CSB 220	4	4
IOP - Therapeutic Assistant	Epic IOP TA Training	Online training will be assign automatically in MyQuest		
IOP – Patient Care Tech (PCT)	Epic ClinDoc Patient Care Tech	• Take same class as Inpatient PCT		
	Epic Systems Educator: Jacoba Gi	mans (ginan@musc.euu)		
Role	Epic Class	Day/Time/Location	Hrs	То
Role Inpatient - Respiratory Therapist	Epic Class Epic ClinDoc Respiratory Therapist	 Day/Time/Location 1st week Thurs at 8am – 10pm, CSB220 	Hrs 2	
Inpatient - Respiratory Therapist Patient Care T	• Epic ClinDoc Respiratory Therapist			
Inpatient - Respiratory Therapist Patient Care T Epic Systems Educa	• Epic ClinDoc Respiratory Therapist echnician "PCT" (Emergator: Randa Barr (<u>barrra@musc.ec</u>	 1st week Thurs at 8am – 10pm, CSB220 gency Department & Inpatient) du) & Martha Dietrich (dietricm@musc.edu) 	2	To 2 To
Inpatient - Respiratory Therapist Patient Care T Epic Systems Educa Role Patient Care Technician & Patient Companion	• Epic ClinDoc Respiratory Therapist echnician "PCT" (Emerg ator: Randa Barr (<u>barrra@musc.ec</u> Epic Class	• 1 st week Thurs at 8am – 10pm, CSB220 gency Department & Inpatient) du) & Martha Dietrich (dietricm@musc.edu) Day/Time/Location	2 Hrs	To
Inpatient - Respiratory Therapist Patient Care T Epic Systems Educa Role Patient Care Technician & Patient Companion (IP/OP, <u>incl</u> . Meduflex) Emergency Dept Tech & Patient Companion (ED New Hires)	 Epic ClinDoc Respiratory Therapist echnician "PCT" (Emergentiator: Randa Barr (barrra@musc.ect) Epic Class Epic ClinDoc Patient Care Tech 	 1st week Thurs at 8am – 10pm, CSB220 gency Department & Inpatient) du) & Martha Dietrich (dietricm@musc.edu) Day/Time/Location 1st week Thurs, 8:00a-11:00a, CPP 203 On-line e-learning will be assigned 	2 Hrs 3	То
Inpatient - Respiratory Therapist Patient Care Technician & Patient Care Technician & Patient Companion (IP/OP, <u>incl</u> . Meduflex) Emergency Dept Tech & Patient Companion (ED New Hires)	 Epic ClinDoc Respiratory Therapist echnician "PCT" (Emergent of the second of the second	 1st week Thurs at 8am – 10pm, CSB220 gency Department & Inpatient) du) & Martha Dietrich (dietricm@musc.edu) Day/Time/Location 1st week Thurs, 8:00a-11:00a, CPP 203 On-line e-learning will be assigned On-line e-learning will be assigned Tath (dietricm@musc.edu) 	2 Hrs 3	2 To 2
Inpatient - Respiratory Therapist Patient Care Technician & Patient Core Technician & Patient Companion (IP/OP, <u>incl</u> . Meduflex) Emergency Dept Tech & Patient Companion (ED New Hires)	 Epic ClinDoc Respiratory Therapist Cechnician "PCT" (Emergention of the second se	 1st week Thurs at 8am – 10pm, CSB220 gency Department & Inpatient) du) & Martha Dietrich (dietricm@musc.edu) Day/Time/Location 1st week Thurs, 8:00a-11:00a, CPP 203 On-line e-learning will be assigned Dal Radiology "IR" 	2 Hrs 3	To
Inpatient - Respiratory Therapist	Epic ClinDoc Respiratory Therapist	 1st week Thurs at 8am – 10pm, CSB220 		

Radiologist	Epic Radiologist	• TBD, contact Martha Dietrich <u>dietricm@musc.edu</u>	1.5-2	1.5-2
Pharmacy				
	Epic Systems Educator: Quinton	Irick (<u>irickq@musc.edu</u>)		
Role	Epic Class	Day/Time/Location	Hrs	Total
Inpatient Pharmacist	 Epic - Willow Inpatient - Pharmacist Course 	Online training will be assign automatically in MyQuest	6	6
Inpatient Pharmacy Technician	Epic – Willow Inpatient – Pharmacy Technician Course	Online training will be assign automatically in MyQuest	4	4
Inpatient Pharmacy Student	 COP - Epic -Inpatient Pharmacy - Online Training for Pharmacy Students - Program 	Online Training Module	2	2
Retail Pharmacist	 Epic - Willow Ambulatory - Pharmacist - Course 	• 1 st week of New Hire, on Fridays, 10:00a-11:30a, CPP 203	1.5	1.5
Retail Pharmacy Technicians	 Epic - Willow Ambulatory – Pharmacy Technician- Course 	• 1 st week of New Hire, on Fridays, 10:00a-11:30a, CPP 203	1.5	1.5
Clinic Pharmacy Students	 COP - Epic - Ambulatory Pharmacy - Online Training for Pharmacy Students - Program 	Online Training Module	2.5	2.5
Oncology Pharmacy	Beacon Pharmacy	 TBD, contact Quinton Irick <u>irickq@musc.edu</u> 	1.5	1.5
	Emergency Departme			
Role	Epic Class	Day/Time/Location	Hrs	Total
Emergency Dept RN - Meduflex	• Epic ASAP ED RN (Meduflex)	On-Line e-learning will be assigned	4	4
Emergency Dept PCT - Meduflex	Epic ASAP ED PCT (Meduflex)	On-Line e-learning will be assigned	3	3
Admi	nistrative / Documen	itation / Therapist		
Role	Epic Class	Day/Time/Location	Hrs	Total
ED Unit Secretary	Epic ASAP ED Unit Secretary	On-Line e-learning	2	2
Inpatient & Outpatient- OT, PT, SLP, BH Rec Therapist, BH OT	 Epic - Inpatient & Ambulatory - Therapist (OT, PT, SLP, BH OT, BH RT) – Course 	 2nd week Monday, 9:00a-1:00p, CSB 220 Contact- Kayla James (jamek@musc.edu) 	4	4
Inpatient – Case Manager, IOP Social Worker, IOP Utilization Manager, Social Worker, Utilization Manager, Utilization Reviewer, Program Coordinator	Epic Case Management Module (CMM) role based class	 2nd week Monday, 1:00pm – 4:00pm CSB220 Contact- Jacoba Gillians (gillian@musc.edu) 	2	2
Inpatient - Child Life Specialist, Dietician, Dietetic Intern, Spiritual Care	Epic – Inpatient – Clinical Support Staff - Course	 2nd week on Tuesday, 9:00a-11:00, CPP2 Contact- Kayla James (jamek@musc.edu) 		
Inpatient Unit Secretary	 Epic – Inpatient – Unit Secretary – Program 	Online Learning, see MyQuest	1.0	1.0
Outpatient - Ambulatory Documentation Clinical Pharmacist, PhD. (non-medical), OP Social Worker, OP Program Coordinator, Administrative Roles	Epic Ambulatory Documentation	 Online Learning Contact Allison Watson <u>watsonar@musc.edu</u> 	2	2
Nurse Triage	 Epic – Ambulatory – Triage Nurse - Course 	 Online Learning Contact Allison Watson <u>watsonar@musc.edu</u> 	2	2

	Transpla Epic Systems Educator: Quinton			
Provider	 Epic - Transplant - Physician/Surgeon/NP - Course 	TBD, contact Quinton Irick at <u>irickq@musc.edu</u>	2	2
Nurse Coordinator	Epic - Transplant - Nurse	 As needed will be held 2nd week on Wednesday at 11:00a- to construction 	1.5	1.
Transplant Program Assistant	Coordinators - Course Epic - Transplant - Transplant	 12:30p, MH-271 As needed will be held 1st week on Thursday at 10:30a- 12:00, MH-271 	1.5	1.
Social Worker	Program Assistant - Course Epic - Phoenix - Transplant Social	12:00p, MH-271On-Line e-learning	.5	.5
Dietician	 Epic - Phoenix Transplant Dietitian - Course (Online) 	rker - eLearning		.5
Tecl	nnician / Technologist (not otherwise listed)		
Role	Epic Class	Day/Time/Location	Hrs	To
oor & Delivery Surgical Technician & Unit Secretary	Epic Stork L&D Tech/Unit Secretary	Online, will be assigned upon hire in MyQuest	1	1
Ophthalmology Technician	• Epic Kaleidoscope Tech	• TBD, Contact Allison Watson, <u>Watsonar@musc.edu</u>	4	4
Phlebotomy Technician	Epic ClinDoc Phlebotomy	Online training automatically be assigned in MyQuest	2	2
	Reporting (al Epic Systems Educator: Randa Ba	rr (<u>barrra@musc.edu</u>)		
Role	Epic Class	Day/Time/Location	Hrs	То
Basic Reporting	Online Training	Self-enroll in MyQuest Course	1	1
Advanced Reporting	Classroom Training (Monthly)	ly) Self-enroll in MyQuest Course 4		4
	Research (al	l roles)		
Role	Epic Class	Day/Time/Location	Hrs	То
Research Roles	Role based	Contact Paul Powers, <u>powersp@musc.edu</u>	varies	vari
	In-House Departme	ental Transfer		
Role	Epic Class	Day/Time/Location	Hrs	То
Inpatient to Outpatient In-house Transfer – Registered Nurse	Follow Outpatient Nurse schedule;Additional classes as necessary	Contact Allison Watson <u>Watsona@musc.edu</u>	Varies	Vari
Inpatient to IOP In-house Transfer – Registered Nurse	On-line available in MyQuest	Contact Martha Dietrich	Varies	Var
Inpatient to Radiology In-house Transfer - Registered	On-line available in MyQuest	Contact Martha Dietrich	Varies	Var
Outpatient to Inpatient In-house Transfer – Registered Nurse	Follow Inpatient Nurse schedule;Additional classes as necessary	Contact Kayla James (jamek@musc.edu)	Varies	Vari
	Travele	rs		
Role	Epic Class	Day/Time/Location	Hrs	То

Inpatient & Outpatient -
Nurse (excl above), PCT, Technician, etc.

Epic Systems Educators: Kayla James (jamek@musc.edu)

David Howell (<u>howelldw@musc.edu</u>) ONLY for Anesthesia					
Role	Epic Class	Day/Time/Location	Hrs	Total	
Physician MD, DO, Advanced Practice Provider (incl. Faculty, Attending, Fellow, Resident, Physician Assistant, Nurse Practitioner)	Varies by department/role	 1st week Tues 8:00a-5:00p CPP203 2nd week Wed 8:00a-5:00p CPP203 	Varies	Varies	
Ophthalmologist/Optometrist	KAL Provider Class	• TBD, contact Allison Watson <u>Watsonar@musc.edu</u> Varies V		Varies	
Oncologist	 Epic – Oncology – Provider (Adult/Peds) 	• TBD, contact Quinton Irick at irickg@musc.edu	2	2	
Anesthesia (Physician, CRNA)	 Epic Anesthesia – Anesthesiologist/CRNA 	• 1 st week Thurs 8:00a-12:00p MH 271 4		4	
Provider Student Epic Systems Educator: Jacoba Gillians (gillian@musc.edu)					
Role	Epic Class	Day/Time/Location	Hrs	Total	
All MUSC Medical Students (PY3); Visiting Medical Students (PY4); All Physician Assistant Students (PY2)	Once/month	• TBD	2	2	

Epic Class Training Locations

There is no on-site parking at any downtown training location, so please plan accordingly.

Room name	Room number	Physical address
Cannon Park Place – "CPP" (corner of Calhoun & Ashley; next to Rite-Aid)	CPP2 (Room 203)	261 Calhoun Street Charleston, SC 29401
Clinical Science Building – "CSB" (adjacent to Main/University Hospital)	CSB 220	96 Jonathan Lucas Street Charleston, SC 29425
Main Hospital Computer Training Room – "MH"	MH 271	169 Ashley Avenue Charleston, SC 29425
Revenue Cycle Training	Parkshore (West Ashley)	1 Poston Road Charleston, SC 29407
South Park Building 1 – "SP" (West Ashley near old Citadel Mall)	South Park Computer Training Room 304a	1 South Park Circle Charleston, SC 29407

Shuttle directions from Hagood Parking Lot to...

Walking directions from Main Hospital to...

Cannon Park Place:	Cannon Park Place:
*Jonathan Lucas bus to Main Hospital.	*Exit Main Hospital and turn left onto Jonathan Lucas.
*Exit bus to the right and go to Calhoun Street	*Go to Calhoun Street and turn left.
*Turn left onto Calhoun Street	*Turn left onto Calhoun Street
*Go to Ashley Avenue and turn right	*Go to Ashley Avenue and turn right
*Brick building w/the Rite-Aid convenience store	*Brick building w/the Rite-Aid convenience store
*Enter double doors and take elevator to 2nd or 3rd floor	*Enter double doors and take elevator to 2nd or 3rd floor classroom
classroom	
Clinical Sciences Building:	Clinical Sciences Building:
*Jonathan Lucas ~or~ ART (Ashley River Tower)	*Enter revolving doors at Clinical Sciences Building
*Bus stops just past the Main Hospital/Clinical Sciences Building	*Turn right at the 1st hallway
*Turn back walking towards Clinical Sciences Building	*Take elevator to 2nd floor
*Enter revolving doors at Clinical Sciences Building	*Exit elevator to the left and walk down hallway to classroom
*Turn right at the 1st hallway	
*Take elevator to 2nd floor	
*Exit elevator to the left to classroom	
Main Hospital Computer Training Room:	Main Hospital Computer Training Room:
*Jonathan Lucas ~or~ ART (Ashley River Tower)	*Enter revolving doors at Clinical Sciences Building
*Bus stops just past the Main Hospital/Clinical Sciences Building	*Turn right at the 1st hallway
*Turn back walking towards Clinical Sciences Building	*Take elevator to 2nd floor
*Enter revolving doors at Clinical Sciences Building	*Exit elevator to the right and walk down hallway
*Turn right at the 1st hallway	*Turn right at 1st hallway
*Take elevator to 2nd floor	*Classroom is on the right
*Exit elevator to the right and walk down hallway	
*Turn right at 1st hallway & classroom on right	

There is no parking on-site at any training location.

Every effort has been made for this Epic Training Addendum to be a reliable document.