Be Epic Registration for Training

Register for Epic Classes in myCHU HealthStream

(For Physicians, Advanced Practice Providers)

Catholic Health has opened registration for classes that are designed to teach providers everything they need to know about Epic, our new Electronic Health Record (EHR).

The enclosed packet includes the following:

- Login instructions for myCHU HealthStream whether you have access to Catholic Health intranet or working from a location not connected to the healthcare system.
- Finding the curriculum bundle to meet your specialty, including Computer Based Learning, live online classes and personalization labs
- Navigating a customized "To Do" list, making class selection and registration easy to complete in minutes
- Instructions for accessing the classes you need

Providers should complete registration no later than August 1. Classes begin September 9. Note: Specialists Training Specialists Trainers do not need to register.

If you have any questions, feel free to email EpicTraining@chsbuffalo.org or call the Help Desk at 828-3600.

Learn more about Catholic Health's transformation to Epic.

Login to CH Now



Sign in to **userweb.epic.com**

- select "Catholic Health System"
- click "Request an account"



Registering for your Epic classes in HealthStream (Physicians, APP)

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Logging in to HealthStream

1.	To access HealthStream from the intranet page, click on wychutealthStream left of the screen
	To access directly from this email, or while not on the Catholic Health network, click here: https://www.healthstream.com/HLC/chsbny
2.	Log in with your network user name and password



Registering for Provider Curriculum 1

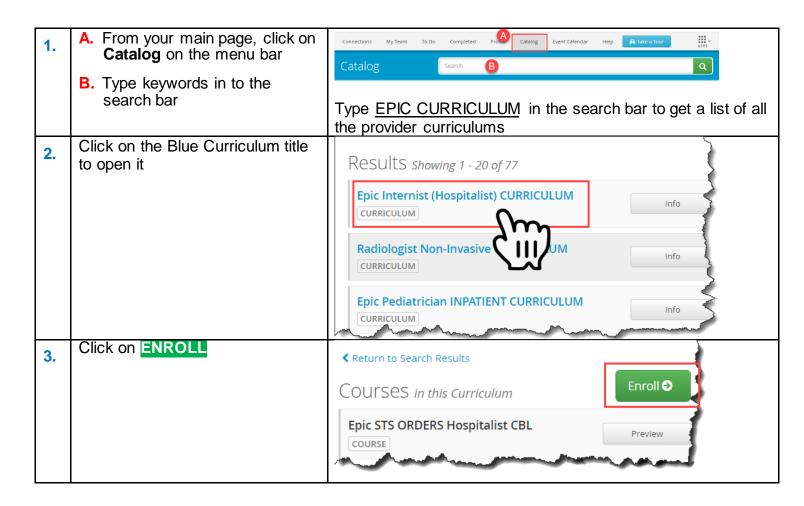


Locating your Curriculum

We have added Epic curriculum by specialty to HealthStream. If you select this curriculum, the items will be added to your To Do list as a "Bundle" so you know what class to enroll in and what Computer Based learning (CBL) courses you will need to complete

Each Provider's Epic curriculum will include:

- Computer Based Learning (CBL) that needs to be taken before attending your live class
- Live class you will need to register for one
- **Personalization Lab** the dates are not listed yet, you can schedule that at a later date





	Finding your Curriculum on your ToDo List				
1.	Connections My Team To Do Completed Profile Catalog Event Calendar Help	 A. From your main page, click on ToDo on the menu bar 			
	My To-Do List total tasks: 10	B. Click on Start next to the Curriculum in your Learning list			
	Show: All Tasks 10 Assigned Learning 1 Elective Learning 1				
	Epic Internist (Hospitalist) CURRICULUM Elective CURRICULUM STATUS: Not Yet Started ENROLLED BY: Self				
2.	(i) Choose Class	All of your classes will start with EPIC STS			
	Your next activity in this course is a class. View the class schedule for available dates and times.	A. Click on Start button to			
	Choose Class Not now	schedule your LIVE session B. Select Choose Class			
3.	Choose Class Time and location options for the class.				
э.	Epic STS TTT ORDERS Hospitalist Provider LIVE ONLINE Day #1 Wed Jul 22, 2020, 8:00am ET LIVE CLASS LOCATION: Web Meeting(Web Meeting) OPEN SEATS: 8 Wed Jul 22, 2020, 12:00pm ET	Choose the class you want to schedule and click on Register			
	Epic STS TTT ORDERS Hospitalist Provider LIVE ONLINE Day #1 Thu Jul 23, 2020, 8:00am ET - LIVE CLASS LOCATION: Web Meeting(Web Meeting) OPEN SEATS: 8				
	Epic STS TTT ORDERS Hospitalist Provider LIVE ONLINE Day #1 Tue Jul 28, 2020, 8:00am ET - Tue Jul 28, 2020, 12:00pm ET - Tue Jul 28, 2020, 1				
4.	You are registered for a class *	A popup menu will appear in the			
	Epic STS TTT ORDERS Hospitalist Provider LIVE ONLINE Day #1	upper left hand corner			
	Jul 22, 2020 at 8:00am ET Web Meeting <u>View class details</u>	 To add the meeting to your calendar, click on <u>View class details</u> 			
5.	Epic Managers' Fairs	The class detail screen will open.			
	INECLASS START: Jun 11, 2020 at 3:00pm ET STATUS: Registered	A. Click on Add to Calendar			
	Meeting Times All Sessions Are Required	B. Click on the appointment in			
	Session 1 of 1 Jun 11, 2020, 3:00pm - 4:30pm ET	your status bar at the bottom			
	Web Meeting ADDRESS: Web Meeting, Web Meeting, NY 00000 ROOM: Web Meeting HADDICAP ACCESSIBLE: NO	of the screen to open			
	Notes Using by the call in from a mobile device (attendees only) +1-415-655-0002 US Toll Global call-in numbers 2)				
	Epic Managers, Fairics				
6.		The Outlook appointment will			
	Save & belete Growand - Add Weber Appointment Scheduling Meeting Invite Active Scheduling Meeting I	ODAD			
	Actions Webex Show Meeting Attendees Options Tags Zoo This appointment conflicts with another one on your calendar.	There is a link to the			
	Subject Epic Managerr Fars Location Web Meeting Start time Thus K112020 300 PM	HealthStream course that you will need to access the course			
	Start time The Group and The Start S				
	Class Details: http://www.healthstream.com/HSAPP/ClassRegistration/SectionDetails/sectionide_714e9659_6495=ea11-8243_005056b16446&courseModuleInstanceId=5d957969=c09a=ea11-b825_ HI212e0641a&courseInstanceId=51d96317=c001=4555_b62e=cc70884cca84	Save &			
		Click on Close to add to your calendar			

Registering for Provider Curriculum 3



Accessing your session Online

The links for your live online session are not available yet. They will be posted at a later date.

You can click on the link in your appointment to open up the class within HealthStream, or you can access directly through HealthStream. Below are the instructions for finding it within HealthStream

Connections My Team To Do Completed Profile Catalog Help Take a Tour My To-Do List TOTAL TASKS: 5	 A. Click on To Do tab within HealthStream B. Click on View next to your meeting
Show: All Tasks (a) Assigned Learning (a) Live Classes (a) Elective Learning (a) Epic Meetings: Epic Managers' Fairs Starts: Jun 11, 2020 view • Live CLASS startos: Registered session: 1 of 1 Starts: Jun 11, 2020 view • Location: Web Meeting: Web Meeting Mandatory for Clinicians and Non-Clinicians View •	
Attend Online Dial-in numbers, meeting IDs, and access codes are sometimes shown in advance by clicking the button. Some web meeting systems may require software to be installed. Join Class Online	 The Meeting detail opens About half way down the screen, click on Join Class Online