


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


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### Logging in to HealthStream

<b>1.</b>	<p>You need to register yourself for your live classes and complete your assigned Computer Based Learning (CBL)  <b>Due Dates:</b> Register for live class by 8/1/2020                  Complete CBLs by 8/15/2020</p>
<b>2.</b>	<p>To access HealthStream from the intranet page, click on  left of the screen</p> <p>You do not have to be on the Catholic Health network to access HealthStream, click here:  <a href="https://www.healthstream.com/HLC/chsbny">https://www.healthstream.com/HLC/chsbny</a></p>
<b>3.</b>	<p>Log in with your network user name and password                  Select your <b>Student</b> Account</p>
<b>4.</b>	<p>Click on <b>Catalog</b> at the top of the screen</p>
<b>5.</b>	<p>Type in <i>Epic Curriculum</i> (or type the name of the curriculum from page 5) and click on <b>Search</b></p>
<b>6.</b>	<p>On the left of the screen, under <b>Categories</b>, select <b>Epic Curriculum</b> (43)  <i>(this will narrow down the list)</i></p>
<b>7.</b>	<p>Click on the name of the appropriate curriculum</p>
<b>8.</b>	<p><b>Enroll</b></p>
<b>9.</b>	<p>Select the date you want to take the live class</p>
<b>10.</b>	<p>You can access your CBLs from your <b>ToDo</b> list</p>

**More detailed step by step instructions below**

If you have any issues with accessing HealthStream,  
please call the Help Desk at

 (716) 828-3600

**Questions? Email** [EpicTraining@chsbuffalo.org](mailto:EpicTraining@chsbuffalo.org)

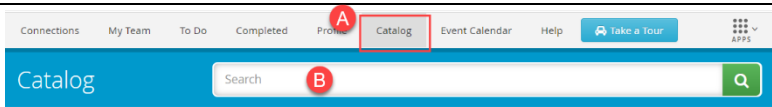
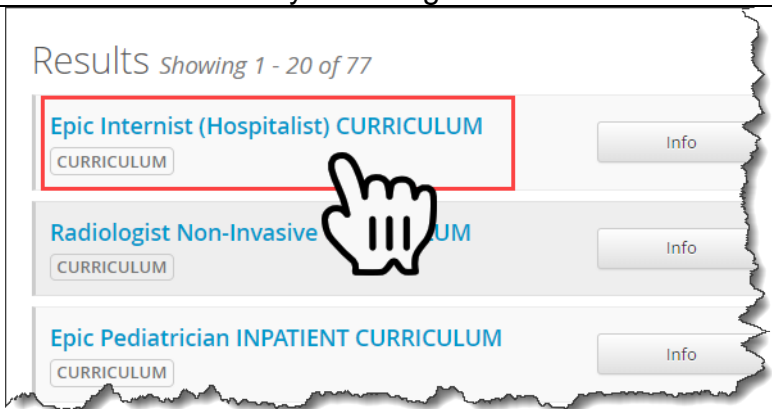
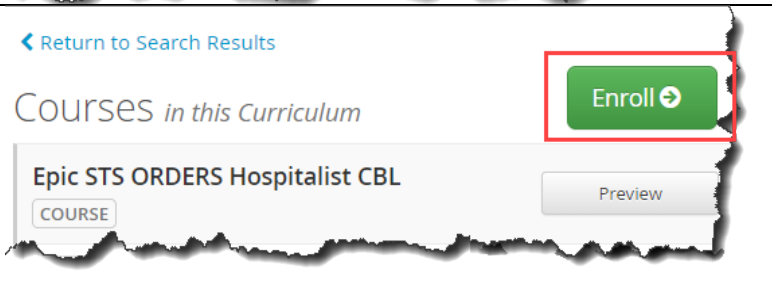
## Locating your Curriculum

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

TIP: At the end of this document is a list of all the Provider Epic Curriculums that are available

<p>1.</p>	<p><b>A.</b> From your main page, click on <b>Catalog</b> on the menu bar</p> <p><b>B.</b> Type keywords in to the search bar</p>	 <p>To perform a general search; type <u>EPIC CURRICULUM</u> in the search bar to get a list of all the provider curriculums</p> <p>On the left of the screen, under CATEGORIES you can narrow the search by selecting EPIC CURRICULUM</p>
<p>2.</p>	<p>Click on the Blue Curriculum title to open it</p>	 <p>Results <i>Showing 1 - 20 of 77</i></p> <p><b>Epic Internist (Hospitalist) CURRICULUM</b> <span>Info</span></p> <p>Radiologist Non-Invasive CURRICULUM <span>Info</span></p> <p>Epic Pediatrician INPATIENT CURRICULUM <span>Info</span></p>
<p>3.</p>	<p>Click on <b>ENROLL</b></p>	 <p><a href="#">Return to Search Results</a></p> <p>Courses <i>in this Curriculum</i></p> <p><b>Enroll</b></p> <p>Epic STS ORDERS Hospitalist CBL <span>Preview</span></p>

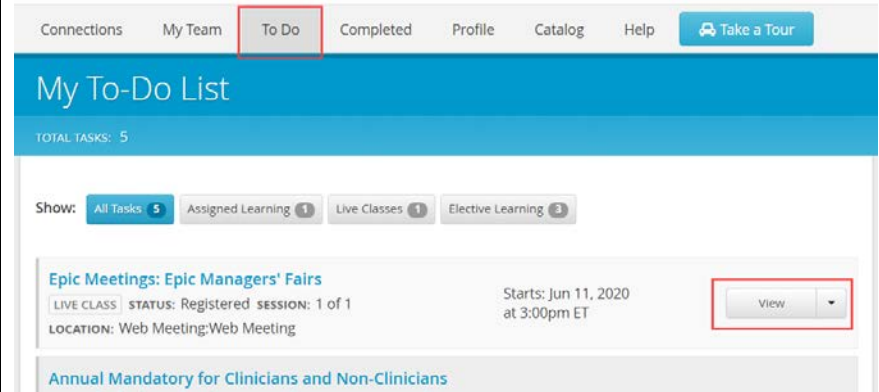

## Finding your Curriculum on your ToDo List

<p>1.</p>		<p><b>A.</b> From your main page, click on <b>ToDo</b> on the menu bar</p> <p><b>B.</b> Click on <b>Start</b> next to the Curriculum in your Learning list</p>
<p>2.</p>		<p>All of your classes will start with EPIC STS</p> <p><b>A.</b> Click on Start button to schedule your <b>LIVE</b> session</p> <p><b>B.</b> Select <b>Choose Class</b></p>
<p>3.</p>		<p>Choose the class you want to schedule and click on <b>Register</b></p>
<p>4.</p>		<p>A popup menu will appear in the upper left hand corner</p> <ul style="list-style-type: none"> <li>To add the meeting to your calendar, click on <b>View class details</b></li> </ul>
<p>5.</p>		<p>The class detail screen will open.</p> <p><b>A.</b> Click on <b>Add to Calendar</b></p> <p><b>B.</b> Click on the appointment in your status bar at the bottom of the screen to open</p>
<p>6.</p>		<p>The Outlook appointment will open.</p> <p>There is a link to the HealthStream course that you will need to access the course</p> <ul style="list-style-type: none"> <li>Click on  to add to your calendar</li> </ul>

## 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

 <p>The screenshot shows the 'My To-Do List' interface. At the top, there are navigation tabs: 'Connections', 'My Team', 'To Do' (highlighted with a red box), 'Completed', 'Profile', 'Catalog', 'Help', and a 'Take a Tour' button. Below the tabs, the title 'My To-Do List' is displayed, followed by 'TOTAL TASKS: 5'. A 'Show:' filter section includes 'All Tasks' (5), 'Assigned Learning' (1), 'Live Classes' (1), and 'Elective Learning' (3). The main content area shows a meeting entry: 'Epic Meetings: Epic Managers' Fairs'. It includes details like 'LIVE CLASS', 'STATUS: Registered', 'SESSION: 1 of 1', 'LOCATION: Web Meeting:Web Meeting', and 'Starts: Jun 11, 2020 at 3:00pm ET'. A 'View' button with a dropdown arrow is highlighted with a red box.</p>	<p><b>A.</b> Click on <b>To Do</b> tab within HealthStream</p> <p><b>B.</b> Click on <b>View</b> next to your meeting</p>
<p>Attend Online</p> <p>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.</p> <p><a href="#">Join Class Online</a> </p>	<p>The Meeting detail opens</p> <ul style="list-style-type: none"> <li>About half way down the screen, click on <b>Join Class Online</b></li> </ul>

**PROVIDER CURRICULUM LIST**

Service	Inpatient	Clinic
<b>Anesthesia</b>	Epic Anesthesiologist/CRNA CURRICULUM	N/A
<b>Bariatric</b>	Epic General Surgery Provider INPATIENT CURRICULUM	Epic Bariatric Provider CLINIC CURRICULUM
<b>Behavioral Health</b>	Epic Behavioral Health Provider INPATIENT	Epic Behavioral Health Provider CLINIC CURRICULUM
<b>Cardiology - Invasive</b>	Epic Cardiologist Invasive INPATIENT	N/A
<b>Cardiology - Non-Invasive</b>	Epic Non-Invasive Cardiology Provider INPATIENT CURRICULUM	Epic Non-Invasive Cardiology Provider CLINIC CURRICULUM
<b>Cardiothoracic</b>	Epic Cardiothoracic Provider INPATIENT CURRICULUM	Epic Cardiothoracic Provider CLINIC CURRICULUM
<b>Consulting Service</b>	Epic Consulting Provider INPATIENT CURRICULUM	N/A
<b>Critical Care</b>	Epic Critical Care Intensivist INPATIENT CURRICULUM	N/A
<b>Emergency Department</b>	Epic ED Provider/Scribe CURRICULUM	N/A
<b>Endocrinology</b>	Epic Consulting Provider INPATIENT CURRICULUM	Epic Endocrinology Provider CLINIC CURRICULUM
<b>Gastroenterologist (GI)</b>	Epic Gastroenterologist INPATIENT CURRICULUM	N/A
<b>Hem/Onc</b>	Epic Consulting Provider INPATIENT CURRICULUM	Epic Hem/Onc Provider CLINIC CURRICULUM
<b>Hospitalist</b>	Epic Hospitalist INPATIENT CURRICULUM	N/A
<b>Infectious Disease</b>	Epic Infectious Disease Provider INPATIENT CURRICULUM	Epic Infectious Disease Provider CLINIC CURRICULUM
<b>Medicine</b>	Epic Hospitalist INPATIENT CURRICULUM <b>OR</b> Epic Consulting Provider INPATIENT CURRICULUM	Epic Medicine Provider CLINIC CURRICULUM
<b>Neonatology</b>	Epic Neonatologist Provider INPATIENT CURRICULUM	N/A
<b>Nephrology</b>	Epic Nephrology Provider INPATIENT CURRICULUM	Epic Nephrology Provider CLINIC CURRICULUM
<b>Neurology</b>	Epic Neurology Provider INPATIENT CURRICULUM	Epic Neurology Provider CLINIC CURRICULUM
<b>Neurosurgery</b>	Epic Neurosurgery Provider INPATIENT CURRICULUM	N/A
<b>OB/GYN</b>	Epic OB/GYN Provider INPATIENT CURRICULUM	Epic OB/GYN Provider CLINIC CURRICULUM
<b>Ortho</b>	Epic Orthopedic Surgery Provider INPATIENT CURRICULUM	Epic Ortho Provider CLINIC CURRICULUM
<b>Otolaryngology (ENT)</b>	Epic ENT Provider INPATIENT CURRICULUM	Epic ENT Otolaryngology Provider CLINIC CURRICULUM
<b>Pediatrician</b>	Epic Pediatrician INPATIENT CURRICULUM	Epic Pediatric Provider CLINIC CURRICULUM
<b>Pulmonary</b>	Epic Pulmonary Provider INPATIENT CURRICULUM	Epic Pulmonary Provider CLINIC CURRICULUM
<b>Radiology (Interventional)</b>	Epic Radiologist Interventional CURRICULUM	N/A
<b>Radiology (Non-Invasive)</b>	Epic Radiologist Non-Invasive CURRICULUM	N/A
<b>Surgery (General)</b>	Epic Surgery Provider INPATIENT CURRICULUM	Epic Surgery Provider CLINIC CURRICULUM
<b>Urology</b>	Epic Urology Provider INPATIENT CURRICULUM	N/A
<b>Vascular surgery</b>	Epic Vascular Surgery Provider INPATIENT CURRICULUM	Epic Vascular Surgery Provider CLINIC CURRICULUM
<b>Wound Care</b>	Epic Consulting Provider INPATIENT CURRICULUM	Epic Wound Care Provider CLINIC CURRICULUM
<b>Pathology</b>	Epic Pathologist CURRICULUM	N/A