

UCHealth Epic Training

Intern | Resident | Fellow Instructions:

GME will forward UCHealth IT Training Coordinator a list of all incoming Interns | Residents | Fellows, including their personal email address, NPI #, and username (as identified on the NCE lists). This will allow us to know who is coming through for training and track completion. **Note: We must have the NPI# as that is the unique identifier to track training.**

PGY1

Training 101: Spreadsheet will be filled out to include date, class time, program first and last name, email, NPI # and returned to Provider_ITEducation@uchealth.org

Training 102: Collaborate with Sarah Van Diepen @ Sarah.VanDiepen@uchealth.org to schedule a time that works best for your Program. Instructions were sent to the Program Coordinators on 2.23.2023.

Training 103: Training Coordination will assign this out after Training 101 has been completed and email instructions will be sent to each Intern | Resident | Fellow directly. (you do not need to register for this)

PGY2 and above:

UCHealth has set up a [registration Bookings site](#) for you to register each attendee for the session you want them to attend (**Training 101 & Training 102**). Upon booking the appointment, the Resident/Fellow will receive a calendar invite with an online meeting and instructions to follow. Once everyone is registered, training coordination will send out a spreadsheet with all training dates and times to the coordinators confirming dates and times for training.

Please note: The Office of Graduate Medical Education does not track the completion of UCHealth Epic Training. All training completions are tracked by UCHealth IT Training – Provider Onboarding Team. **To avoid Epic login deactivation, all courses (Training 101 | Training 102 | Training 103) must be completed.** Please review the training schedule below.

Note: Returning Residents or Fellows who have been rotating at UCHealth within the last 6 months are not required to attend training again.

Available Class Times:

Training 101:

8:00 a.m. - 12:00 p.m.	1:00 p.m.– 5:00 p.m.
------------------------	----------------------

Training 102:

8:00 a.m. - 9:30 a.m.	10:00 a.m. - 11:30 a.m.	1:30 p.m. to 3:00 p.m.	4:00 p.m. - 5:30 p.m.
-----------------------	-------------------------	------------------------	-----------------------

Training 103:

Self-paced (approximate time 60-90 minutes)

Intern, Resident and Fellow Epic Training at UCHealth

Internal Medicine Residents	Non-Internal Medicine Residents	Upper- Level Residents and Fellows	Onboarding day	Training agenda	Expected time	Resources provided
June 13-15	June 19-22	July 3-7 No classes July 4 No classes July 5 (a.m.)	Day 1: Training 101	WITH COACH Technology setup Two factor e-prescribe SELF-PACED Epic Simulation Training	1.5-4 hours depending on specialty	<ul style="list-style-type: none"> Scheduled 4-hour block Live Teams session with a Provider Coach during technology set up Teams chat available during self-guided Epic simulation training  
June 13-15	June 19-22	July 3-7	Day 1-5: Training 102	WITH COACH Advanced Specialty Customization Mobile app set up	1.5 hours	<ul style="list-style-type: none"> Scheduled 1.5 hours Live Teams session with Provider Coach   
June 20-22	Completion deadline = June 22	July 10-14	Training 103	SELF-PACED Amplifire review – Avoiding potholes in Epic	60-90 min	<p>TO AVOID EPIC LOGIN DEACTIVATION: PGY1 must complete all courses by 6/22/23</p> <p>All others: must complete all courses, including Amplifire review within 5 days of Training 102.</p> 



If you have any questions, please contact Training Coordination via email Provider_ITEducation@uchealth.org