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

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| June 13-15                  | June 19-22                      | July 3-7                          | Day 1: Training 101 | WITH COACH Technology setup Two factor e-prescribe SELF-PACED Epic Simulation Training | 1.5-4 hours depending on specialty | • Scheduled 4-hour block  
  • Live Teams session with a Provider Coach during technology set up  
  • Teams chat available during self-guided Epic simulation training |
|                             |                                 | July 3-7                          | Day 1-5: Training 102 | WITH COACH Advanced Specialty Customization Mobile app set up | 1.6 hours | • Scheduled 1.5 hours  
  • Live Teams session with Provider Coach |
| June 20-22                  | Completion deadline = June 22   | July 10-14                        | Training 103     | SELF-PACED Amplify review – Avoiding potholes in Epic | 60-90 min | TO AVOID EPIC LOGIN DEACTIVATION:  
  PGY1 must complete all courses by 6/22/23  
  All others: must complete all courses, including Amplify review within 5 days of Training 102. |

If you have any questions, please contact Training Coordination via email [Provider_ITEducation@uchealth.org](mailto:Provider_ITEducation@uchealth.org)