

# Sheridan Memorial Hospital Education Calendar September 2008- August 2009

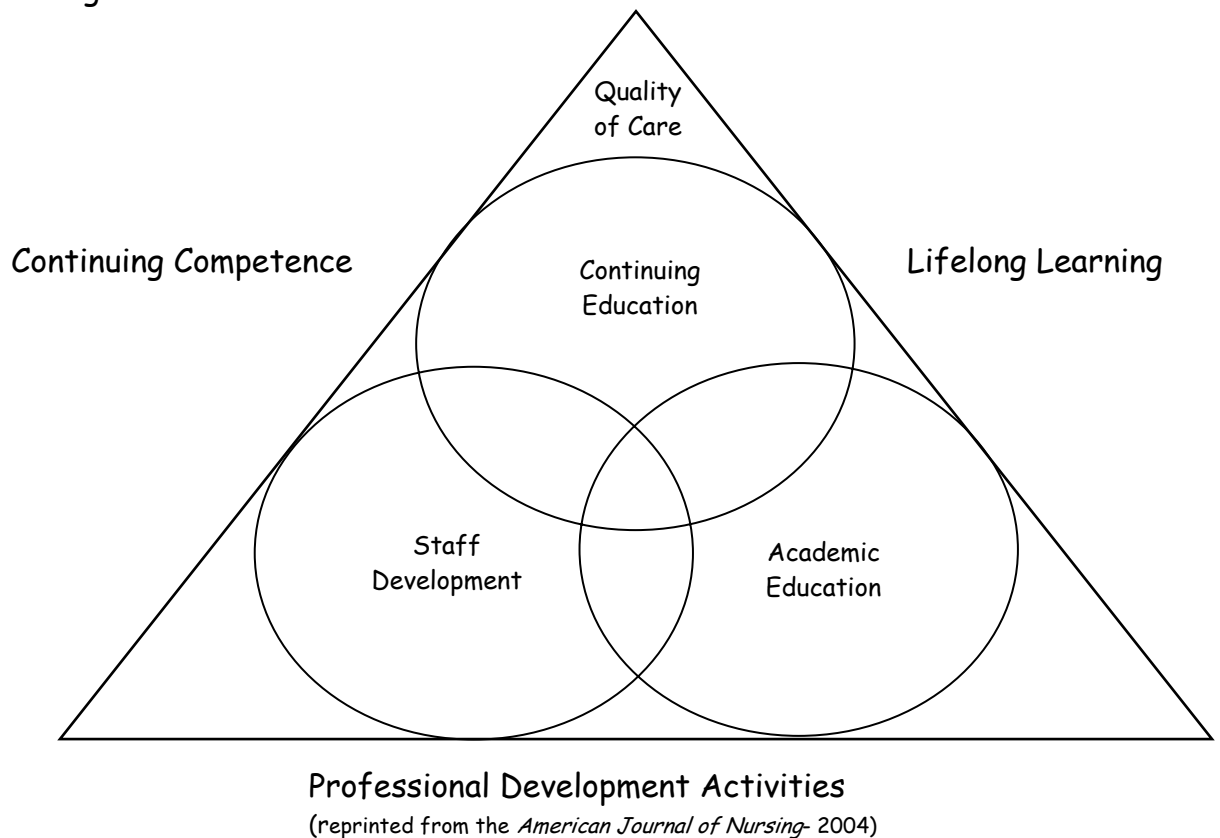
**Vision:** A partner enhancing continuous learning.

**Mission:** Dedicated to the provision of accessible, relevant learning opportunities.

**Values:**

- Committed to life-long learning
- Responsive, creative, evidence-based learning opportunities
- Partnership and collaboration
- A self-directed approach to learning
- Cost-effective services
- A positive approach to change
- Appreciate the diversity of learning styles
- A hospital-wide approach to clinical nursing education

**Guiding Framework:**



To register for any course please call (307) 672-1022

### **Registration Information**

Please *register* for all courses by calling **(307) 672-1022** or **1022 in-house**. There will be a standard voice mail message asking for your name, the course for which you are registering, the date the course is running and a phone number where you can be reached. The SMH Education Calendar is also available on our website @ [www.sheridanhospital.org](http://www.sheridanhospital.org)

**YOU ARE CONSIDERED REGISTERED IF YOU DO NOT RECEIVE A CALL BACK. IF THERE IS NO SPACE IN THE CLASS OR THE CLASS IS CANCELLED, YOU WILL RECEIVE A CALL TO NOTIFY YOU. A wait list may be formed if applicable.**

**The Education Department reserves the right to cancel a course if minimum numbers are not met. If the class is cancelled, you will receive a phone call.**

**NON-Sheridan Memorial Hospital (SMH) registrants:** If you are a non-SMH person registering for a course, you are not considered registered until your fee is received. Checks can be made payable to Sheridan Memorial Hospital. Registration fees will not be returned if you cancel after the registration deadline (2 weeks prior to course date) or you are a no-show to the course.

**Directions to the Hospital:** Highway I 90 take Exit 23 (5<sup>th</sup> street) toward Sheridan and continue on 5th for approx 3 miles until you see SMH on your right.

**PARKING:** Access the back parking lot via Kentucky Street access (Welch Cancer Center).

\*You will receive a receipt for registration fees at the course.

### **Conference Room Locations:**

Conference Room A, B, C: lower floor in the hospital cafeteria area.

Board Room: 3<sup>rd</sup> floor. Stop at the switchboard operator's desk for direction.

IS Training Room: lower floor-east, toward the MAC building.

### **Manual Sign-Out:**

For those courses requiring pre-reading, manuals have been purchased by SMH to decrease the cost to participants and encourage the sharing of resources.

Please sign out the required manual (and, if applicable, CD Rom) from the **House Supervisor's Office (1<sup>st</sup> floor-Room 120, across from Pharmacy). Call 672-1021 or 672-1179.**

A payroll deduction form will be completed on sign out if you are SMH staff and an imprint of a credit card will be required if you are not staff.

Manuals should be returned within 7 days after the course date. **Unreturned manuals will be charged to the person who signed it out.**

## **Abuse and Neglect-Part II**

Purpose: Part II is an in-depth look at our role as health care providers to detect signs of abuse and neglect. The course also includes Wyoming statistics, interviewing and prevention strategies.

\*Part I is covered in clinical orientation (see page 19 of this calendar) and includes the following:

- Understand the definitions of abuse and neglect
- Become familiar with Abuse/Neglect Policy & Procedure
- Increase knowledge of the Department of Family Services Roles and Mission
- Understanding mandatory reporting and your role as a healthcare provider

**Facilitator:** Social Services/Quality Dept

**Target Group-** All nursing staff and/or other clinical staff who work with patients and their families

**\*This course is considered *mandatory* for new nursing staff at SMH and is part of clinical orientation.**

### **Dates/Time/Location**

October 1, 2008	0830-1130h	Conf Room BR
December 3, 2008	0830-1130h	Conf Room C
February 4, 2009	0830-1130h	Conf Room C
April 1, 2009	0830-1130h	Conf Room C
June 3, 2009	0830-1130h	Conf Room C

**"An open mind collects more riches than an open purse"-Unknown**

**To register for any course please call 1022.**

## **Advanced Cardiac Life Support (ACLS) Course-Certification**

Purpose: ACLS is a two-day course designed for health care professionals providing acute care to cardiac patients. Emphasis will be placed on pharmacological and electrical interventions utilized to stabilize the cardiac patient in the critical intervention period. ACLS is a two-year certification course.

Prerequisites:

Must have a current BLS CPR card and Lead II interpretive skills (**\*recent completion of the Basic Cardiac Course is recommended for those not familiar with Lead II Interpretation**). Pre-reading is required as well as a pre test must be completed using the interactive CD Rom that's provided with the text. Please bring your BLS certification card with you to the class.

\*Manuals with CD Roms can be signed out from the House Supervisor's-Office (1<sup>st</sup> Floor room 120) by calling 672-1179 or 672-1021.

Target Group: MD, RNs, RTs, EMT-P, EMT-I & B, LPNs

Facilitators: Certified ACLS Instructors

Dates/Time/Location:

November 5 & 6, 2008            0800-1615h            VAMC Educ Classroom (Bldg 7)

May 19 & 20, 2009            0800-1615h            VAMC Educ Classroom (Bldg 7)

Fee: SMH employees: none \*registration at 1022 is REQUIRED

Non-SMH only: \*\*Call Jean Holwell at VAMC (307) 672-3473 Ext 3017 to register.

**"Happiness is a butterfly, which, when pursued, is always just beyond your grasp, but which, if you will sit down quietly, may align upon you."**

***-Nathaniel Hawthorne***

## **Advanced Cardiac Life Support (ACLS) Course- Recertification**

Purpose: This one-day course is offered for current ACLS card holders to **update** their ACLS certification.

Pre requisites:

Must have a current CPR-BLS for Health Care Professionals card, a current ACLS certification card and basic lead II interpretive skills. (\*recent completion of the Basic Cardiac Course is recommended for those not familiar with Lead II Interpretation). **Please bring your certification cards with you.** It is recommended that you have taken the 2-day certification level twice before taking a recent course. Pre-reading is required as well as a completed pre-test via the interactive CD Rom.

\* Manuals & CD Roms can be signed out from the House Supervisors-Office (1<sup>st</sup> Floor room 120) by calling 672-1179 or 672-1021.

Target Group: MD, RNs, RTs, EMT-P, EMT-I&B, LPNs

Facilitator: Certified ACLS Instructors

Dates/Time:

Sept 18, 2008 0800-complete VAMC Bldg 7 Educ Classroom

December 16, 2008 0800-complete VAMC Bldg 7 Educ Classroom

March 31, 2009 0800-complete VAMC Bldg 7 Educ Classroom

July 15, 2009 0800-complete VAMC Bldg 7 Educ Classroom

Location: VA Medical Center-Building 7: Education Classroom Upstairs

Fee:

SMH Employees: No fee. Call 1022 to register.

Non-SMH only: \*\*Call Jean Holwell at VAMC (307) 672-3473 Ext 3017 to register.

**"The essence of intelligence is skill in extracting meaning from everyday experience"- Unknown**

## Basic Cardiac Class

Purpose: This 4 session (8 hours total) SMH course is designed to teach/review how to interpret cardiac rhythms and dysrhythmias in the Lead II view.

Target Group:

RNs, RTs responsible for interpreting Lead II cardiac rhythms and dysrhythmias and/or those preparing for ACLS/PALS courses.

Pre Requisite: *Pre-reading is required.* The course textbook, *Introduction to Basic Dysrhythmias*, can be signed out at the House Supervisor office by calling 672-1179 or 672-1021.

Facilitators: William Ohlson, RN & Amy Turpin, RN

Fee:

SMH Employees: none

Non-SMH: \$50.00

Dates/Times/Locations:

October 15, 23, 28 & 30, 2008      Time: 1P-3P      Room: C, A, A, C

April 16, 22 May 5, 14, 2009      Time: 1-3P      Room: All A

**"We must always change, renew, rejuvenate ourselves; otherwise, we harden."-  
Goethe**

**To register please call 1022 or 672-1022**

**Cardiopulmonary Resuscitation (CPR) Re-Certification:  
(A.H.A. Basic Life Support (BLS) Course for Healthcare Professionals)**

Purpose: This re-certification course reviews basic life support (BLS) principles for adult, child and infant CPR as well as interventions for the choking adult, child and infant. AED use is also reviewed.

**Registration Information:**

Pre-reading is recommended. An open book exam is to be completed **prior** to skill session (pass 84%). \*Participants: bring your current BLS card to class. Current BLS card need to be brought to the course as proof you've taken the full course at some time within the last 2 years.

\*Manuals/exams are available for sign-out by the Nursing Supervisor's Office: 1<sup>st</sup> Floor room 120. Call 672-1179 or 672-1021.

Target group:

Health care providers needing to recertify this level of BLS-CPR certification.

Facilitator(s): Certified CPR Instructor(s)

Fee: Non SMH: \$20.00

Dates/Times/Locations:

August 7, 2008	1230-1430h	Conf Room A
September 4, 2008	1230-1430h	Conf Room A
October 2, 2008	1230-1430h	Conf Room A
November 6, 2008	1230-1430h	Conf Room A
December	~NO CLASS~	
January 8, 2009	1230-1430h	Conf Room A
February 5, 2009	1230-1430h	Conf Room A
March	~NO CLASS~	
April 2, 2009	1230-1430h	Conf Room A
May 7, 2009	1230-1430h	Conf Room A
June 4, 2009	1230-1430h	Conf Room A
July	~NO CLASS~	
August 6, 2009	1230-1430h	Conf Room A

**To register for any course please call (307) 672-1022**

## **Customer Service Training**

Purpose: Customer service is a vital aspect of the health care industry no matter what role an employee may fill. This fun and interactive class will help participants better understand the principles of customer service. Unique aspects from a health care perspective will also be reviewed.

Target Audience: Any SMH staff member

Facilitator: Lori Gross, Sheridan Memorial Hospital

Min: 4            Max: 24

Dates/Times/Locations:

Sept 18/2008	09-1130h	Conf Room A
Nov 20/2008	1230-3P	Conf Room C
Jan 15/2009	09-1130h	Conf Room B
March 19/09	1230-3P	Conf Room B
May 21/2009	09-1130h	Conf Room B

**"I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel."**

***-Maya Angelou***

## **Designated Requester Class (Organ Donation)-Recert & Certification**

Purpose: This in-service/update is provided to familiarize applicable nursing staff with the organ/tissue retrieval process and to provide guidance to nursing staff when speaking with families about donations.

Target Group: Nurses who are currently designated requesters and those nurses who wish to perform this role.

Facilitator: Wyoming Donor Alliance

Date/Time/Location:

### Recert Classes

Sept 18, 2008	08-10A or 2-4P	Conf Room B
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### Certification Class

Sept 18, 2008	1030- 1:30P	Conf Room B
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**To register for any course please call (307) 672-1022**

## **Emergency Nursing Pediatric Course (ENPC)-Provider Level**

**Purpose:** ENPC was developed by the Emergency Nurses Association (ENA) to educate registered nurses on caring for acutely ill and injured children. The course teaches participants to recognize the ill or injured child and identify significant, yet subtle changes, in the less acute child. Additionally, the course teaches all aspects of pediatric emergency nursing, including, but not limited to, pediatric trauma &/or resuscitation.

ENPC is the first course of its kind offered on an international level and is the only pediatric emergency nursing course written by pediatric nurse experts. It is also the only course that has the endorsement of a major nursing specialty organization with the purpose of providing a consistent and standardized knowledge base and approach among nurses caring for the pediatric patient.

**Course Overview:** ENPC is a 16-hour course designed to provide core-level pediatric knowledge and psychomotor skills needed to care for pediatric patients in the emergency setting. The course presents a systematic assessment model, integrates the associated anatomy, physiology and pathophysiology, and identifies appropriate interventions. Triage categorization and prevention strategies are included in the course content. ENPC is taught using a variety of formats including lectures and video as well as it includes skill stations that encourage participants to integrate their psychomotor abilities into a patient situation in a risk-free setting.

- The Pediatric Patient
- Initial Assessment and Triage
- Respiratory Distress and Failure
- Cardiovascular Emergencies
- Medical Emergencies
- Child Maltreatment
- Toxicologic Emergencies
- Pediatric Trauma
- Crisis Intervention
- The Neonate
- Stabilization and Transport

**Target Group:** Registered Nurses who work with critically ill pediatric patients

**Fee:** SMH employees: none Non-SMH: \$200.00 (includes textbook)

**Facilitators:** Certified ENPC Instructors

**Date/Time/Location:**

September 11 & 12, 2008                      0830-complete                      Conf Rooms A&B

March 12 & 13, 2009                      0830-complete                      Conf Rooms A&B

**To register for any course please call (307) 672-1022**

## **Fetal Heart Monitoring (A.W.H.O.N.N.)-Intermediate Course**

This course is designed for registered nurses with a minimum of **six** months clinical nursing experience using fetal heart monitoring technology in an intrapartum setting. Participants are expected to already possess basic knowledge and related skills in the following areas:

- Maternal physiologic changes of pregnancy
- Fetal growth and development
- Methods of fetal monitoring
- Preparation of patient for set-up and initiation of external or internal fetal monitoring
- Obtaining and maintaining tracings that document fetal heart rate and uterine contractions
- Interpretation of uterine contraction frequency, duration, and baseline resting tone
- Identification of the baseline fetal heart rate, variability and deviations
- Indicated clinical interventions
- Communication and documentation standards

At the conclusion of this workshop, participants should be able to:

- Demonstrate the decision-making process necessary for the proper selection and verification of fetal heart monitoring techniques.
- Analyze fetal heart rate patterns and their implications for fetal well-being.
- Correlate indicated clinical interventions with related maternal-fetal physiology.
- Describe the role and responsibility of the professional nurse in the use of FHM in intrapartum care.
- Simulate the psychomotor skills used in FHM.
- Communicate verbal and written data to verify accountability.

This two-day workshop earns 18 contact hours and 15.25 CMEs.

Facilitators: Certified AWOHNN FHM Instructors

Fee: SMH Employees: none

Non-SMH: \$200.00

Dates:

Dec. 1 & 2, 2008      Conference Room B      Time: 08-4P

July 30 & 31, 2009      Conference Room B      Time: 08-4P

**To register for any course please call (307) 672-1022**

## Health Net®

Health Net® is a web-based education tool for use by employees of SMH to gain Continuing Education Units (CEUs) as needed through out the year. Based out of the Texas Tech University Health Science Center, this program provides numerous courses for current health topics for all health disciplines including:

- Nursing (California State Board of Nursing)
- Social Work (accredited NASW)
- Physical Therapy (accredited by several state accrediting agencies)
- Physician (accredited ACCME)
- Administration (accredited for pre-approved Category II (non-ACHE))
- Nurse Aide
- Occupational Therapy
- Dietitian, Dietary Manager (accredited CDR, TDA, CBDM)
- Clinical Laboratory Science (accredited PACE)
- EMS & EMS Personnel (accredited CECBEMS)
- Medical Records, Coders, Billers (accredited AHIMA)
- Radiology Tech (accredited ASRT)
- Respiratory Therapy (accredited AARC)
- Pharmacy (accredited ACPE)
- Also 3 non accredited disciplines: Required Safety, Patient Education, Support Staff

Our hospital pays a monthly fee to have access to this program. The web site for Health Net® is:  
[https://www.ttuhscc.edu/health.edu/\(S\(3jhfda45fyicsq55sa4mxybs\)\)/Default.aspx](https://www.ttuhscc.edu/health.edu/(S(3jhfda45fyicsq55sa4mxybs))/Default.aspx) .

It is also saved as a "Favorite" on any of our SMH computers with internet access. Go to the internet icon, scroll down on the Favorites menu to "Health Net" and the sign in page will be displayed. **You can also take the web address to your home computer to access Health Net® from home.**

**Site number for SMH is 493.** You should have been assigned an ID number in New Employee Orientation and set your own pass word. Please call X1021 if you need assistance, or the 1-800-424-4888 X257 Health Net Customer Service line. They can give you your password or ID as needed if you provide the site number.

Courses can be web-streamed from the website, printed in manuscript format from the website, or loaned from the DVD library (contact X1021). All corresponding post tests (to gain credit) will be accessed via the web site.

## **In the Know® Monthly Inservice for CNAs**

Purpose: This monthly self-study module is available in 5 locations through out SMH. Complete the module by reading it and handing the post-test in to the drop box outside the Education Bulletin board (1<sup>st</sup> floor). Corrected post tests will be returned to your employee mailbox in the month following.

**\*\*Keep track of your post tests as each one fulfills 1 Contact Hour for education\*\***

**Locations:** Med/Surg breakroom, Home Care dept (Saunders Bldg), Surgical Services breakroom, Women's Health breakroom, Education bulletin board (1<sup>st</sup> floor outside Pharmacy).

### 2008-2009 Topics:

September 2008	Pain in the Elderly
October 2008	Diets, Understanding Commonly Prescribed
November 2008	Care Planning
December 2008	Preventing Medical Errors
January 2009	Advanced Directives
February 2009	Restraints and Alternatives
March 2009	Activity for the Elderly
April 2009	Autism
May 2009	Medical Terminology
June 2009	Abuse & Neglect
July 2009	Domestic Violence
August 2009	Phobias, Understanding

***"You cannot teach a man anything; you can only help him find it within himself"-  
Galileo***

## Lactation Counselor Certificate Training Program (CLC)

Purpose: This internationally referenced training includes state-of-the-art information:

- Comprehensive breastfeeding management training
- Practical skills
- Time-saving hospital strategies that make breastfeeding a success
- Strategies and tips for special circumstances- premies, Down Syndrome, newborns affected by medications, and more
- How to talk to mothers in a way that encourages them to choose breastfeeding.
- Public Health/WIC strategies that work to increase breastfeeding success
- Confidence building through knowledge and skills

\*Inherent in this training program is a counseling approach. This program educates participants in how to gain insight into a client's perceptions with a strong focus on counseling skills.

Target Group: RN, NP, PA, RD, MD, DO

Facilitators: The Center for Breastfeeding (a major focus of the HEALTHY CHILDREN PROJECT INC.) is a non-profit research and educational institution pioneering the field of research-based breastfeeding education as well as ethical and evidence-based breastfeeding practice.

Fees: \$625.00 early bird (4 weeks prior) or \$675.00  
4 or more people from your agency is \$575.00 early bird or \$625.00 later

**\*\*Registration Number: 1-508-888-8044\*\***

Dates/Times/Location:

October 6-10, 2008                      M-F      0800-1600h      Sheridan College ( C-Tel)

**"The best way to find yourself is to lose yourself in the service of others." -  
*Gandhi***

### **Moderate Sedation In-House Certification Course**

Purpose: This SMH in-house certification of completion course is designed to teach/review with nursing staff moderate sedation agents, monitoring principles and standards of care for patient safety.

Completion of this course may require participants to complete a preceptored experience in the Endoscopy or O.R. Department of SMH.

Pre Requisite: Current BLS and ACLS or PALS certification.

Target Group: RNs who administer and/or monitor patients who have had procedural sedation agents.

Facilitator: Clinical Nurse Educator

Fee:

SMH Employees: none

Non-SMH: \$75.00 (note: specific policy information will refer only to SMH)

Dates/Times/Location:

October 28, 2008	0900-1P	Conf Room B
May 28, 2009	0900-1P	Conf Room B

### **Moderate Sedation-Annual Review Self-Study**

Purpose: Registered Nursing staff who participate in moderate sedation procedures and who have completed the Moderate Sedation in-house certification class must complete some form of on-going education for moderate sedation yearly. There are 2 options for you to choose from: 1) Health Net® web course "Sedation Principles" or 2) SMH self-study module.

**SMH Module can be signed out for a 7-day period from the Clinical Nurse Educator's office.** Please reserve by calling 672-1021. A post-test is included with the module and a copy of the completed post-test will be forwarded to your employee HR Record.

\*If you choose the Health Net® option please print off a copy of your certificate of completion and give it to your nurse manager who will forward it onto our HR department for your employee record.

**"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has." -Margaret Mead**

## **Neonatal Resuscitation Program (NRP)-Provider Level Certification/Renewal**

Purpose: To provide healthcare professionals the skills necessary to resuscitate a newborn infant. This is a 2-year certification course based on the American Heart Association standards.

Prerequisite: Pre-reading is required and manuals can be signed out by the Nursing Supervisor's Office: 1<sup>st</sup> Floor room 120. Call 672-1021 or 672-1179.

Course components include: an exam, \*taken on-line prior to the course and testing of 1 "mega-code" station at the conclusion of the course.

Target Group: Health Care professionals who care for newborns- MD, RN, LPN, I, EMT-P, EMT-I, EMT-B, RTs

Facilitator: NRP Certified Instructors

Fee:

SMH Employees: none

Non SMH:\$75.00

Dates/Times/Location:

October 16/2008      0730-1530h      Nursery (\*unless otherwise notified)

January 15/2009      0730-1530h      Nursery (\*unless otherwise notified)

April 16/2009      0730-1530h      Nursery (\*unless otherwise notified)

\*\*\*For on-line testing instructions please refer to resource on Women's Health unit or call the Clinical Nurse Educator at 672-1021. Your password for the website will be sent to you. You'll have 14 days to access the website to take the exam.

NRP Exam can be accessed at:

[http://www.aap.org/nrp/provider/provider\\_oeoverview.html](http://www.aap.org/nrp/provider/provider_oeoverview.html)

Click icon with the computer mouse to the right of the screen and follow prompts.

**"The essence of intelligence is skill in extracting meaning from everyday experience"- Unknown**

**To register for any course please call (307) 672-1022**

## **Non-violent Crisis Intervention Course- Certification**

Purpose: This Crisis Prevention Institute (CPI) program provides information on how to maintain the care, welfare, safety and security of those individuals involved in a potentially violent or violent situation. The course also includes a detailed description of SMH Restraint and Seclusion policies and the State of Wyoming's requirements for the Title 25 documentation process.

Program Overview:

This program teaches techniques to:

- Approach and reduce the tension of an agitated individual
- Focus on alternatives to deal with an out-of control, violent person
- Control your anxieties during interventions and maintain a professional attitude
- Maintain the safety of all involved in a crisis situation

Target Group: SMH employees who work in high risk areas for encounters with aggressive or violent individuals.

Facilitator: Certified Crisis Prevention Institute NVC I Instructor(s)

Fee:

SMH Employees: none

Non SMH: not available to non-SMH

Dates/Time/Location:

September 30, 2008	0830-1530h	Conf Room C
December 2, 2008	0830-1530h	Conf Room A
February 3, 2009	0830-1530h	Conf Rooms A&B
March 31, 2009	0830-1530h	Conf Rooms A&B
June 2, 2009	0830-1530h	Conf Rooms A&B

**"Develop a passion for learning. If you do, you will never cease to grow."  
-Anthony J. D'Angelo**

**To register for any course please call (307) 672-1022**

## **Non-violent Crisis Intervention Course- Recertification**

Purpose: The NVCI recertification course is a 3-hour renewal of the information learned in the NVCI certification course.

This course is for those needing to recertify their NVCI certificate (i.e. hold a valid NVCI certificate of 2 years or less).

The course also includes a detailed description of SMH Restraint and Seclusion policies and the State of Wyoming's requirements for Title 25 documentation.

Program Overview:

This program will review techniques to:

- Approach and reduce the tension of an agitated individual
- Focus on alternatives to deal with an out-of-control, violent person
- Control your anxieties during interventions and maintain a professional attitude
- Maintain the safety of all involved in a crisis situation

Facilitator: Certified Crisis Prevention Institute NVCI Instructor(s)

Fee:

SMH Employees: none

Non SMH: not available to non-SMH

Dates/Time/Location:

September 30, 2008	1230-1530h	Conf Room C
December 2, 2008	1230-1530h	Conf Room A
February 3, 2009	1230-1530h	Conf Room A&B
March 31, 2009	1230-1530h	Conf Rooms A&B
June 2, 2009	1230-1530h	Conf Rooms A&B

**"The beautiful thing about learning is that no one can take it away from you"-  
B.B. King**

**To register for any course please call (307) 672-1022**

## **Orientation-New Employee**

Purpose: NEO is a 2-day program for newly hired SMH staff to welcome and orient you to our facility!!!

### **Program Overview:**

Our History and Vision for the Future  
Service Excellence Pillars (People, Service, Quality, Finance, Growth)  
Customer Service  
Employee Benefits  
Foundation  
Community Relations  
Employee Health  
Creating a Culture of Safety  
Back Safety  
Commitment to Co-workers & Team Building  
Confidentiality/Compliance/Security  
Tours of the Facility

### **Dates/Times/Location:**

August 11 & 12, 2008	0800-4:15P	CR B
Sept 8 & 9, 2008	0800-4:15P	CR B
Oct 13 & 14, 2008	0800-4:15P	CR B
Nov 10 & 11, 2008	0800-4:15P	CR B
Dec 8 & 9, 2008	0800-4:15P	CR B
Jan 12 & 13, 2009	0800-4:15P	CR B
Feb 9 & 10, 2009	0800-4:15P	CR B
March 9 & 10, 2009	0800-4:15P	CR B
Apr 13 & 14, 2009	0800-4:15P	CR B
May 11 & 12, 2009	0800-4:15P	CR B
June 8 & 9, 2009	0800-4:15P	CR B
July 13 & 14, 2009	0800-4:15P	CR B
Aug 10 & 11, 2009	0800-4:15P	CR B

**\*\*Please call the Human Resources Department to register 673-4290\*\***

## Orientation-Clinical

Purpose: Clinical Orientation is a full-day education session designed to help the new clinical staff member transition into the role of clinical care provider. It occurs the week after NEO on the Tuesday.

**\*\*The morning session is for any clinical staff and the afternoon continues for all nursing staff\*\***

### Program Overview:

Infection Control & Blood Borne Pathogens	Code Blue
Lifting and Transferring Patients	Clinical Ladder
Recognizing Abuse and/or Neglect	Fall Prevention/Management
Point of Care training	Pain Management
Restraint & Seclusion Overview	Death & Dying
Dept of Nursing Overview	Rapid Response Team
Lippincott Nursing Procedures & SMH Policy/Procedure manuals	
Transfusion of Blood and Blood Products	Intrathecal Opioid Education

Facilitators: Clinical Nurse Educator & other SMH presenters

### Dates/Time/Locations:

Aug 19, 2008	0800-4:15P	CR B
Sept 16, 2008	0800-1615P	CR B
Oct 21, 2008	0800-1615P	CR B
Nov 18, 2008	0800-1615P	CR B
Dec 16, 2008	0800-1615P	CR B
Jan 20, 2009	0800-1615P	CR B
Feb 17, 2009	0800-1615P	CR B
Mar 17, 2009	0800-1615P	CR B
Apr 21, 2009	0800-1615P	CR B
May 19, 2009	0800-1615P	CR B
June 16, 2009	0800-1615P	CR B
July 21, 2009	0800-1615P	CR B
Aug 18, 2009	0800-1615P	CR B

**Orientation- Computer (AS400) Order Entry & Soft Script® Overview**

Purpose: Computer Order Entry training helps the new RN, LPN or UC with the skills needed for ordering lab work, dietary, medical imaging tests, etc. using the AS 400 system. Soft Script® is the current vendor for transcription services and an overview of the system and how to access dictations is reviewed.

Facilitator: K. Stevens, RN, MSN SMH Information Systems Dept & Health Information and Records Staff

Dates/Time/Location:

August 20, 2008	09-1145h	IS Training Room
Sept 17, 2008	09-1145h	IS Training Room
Oct 22, 2008	09-1145h	IS Training Room
Nov 19, 2008	09-1145h	IS Training Room
Dec 17, 2008	09-1145h	IS Training Room
Jan 21, 2009	09-1145h	IS Training Room
Feb 18, 2009	09-1145h	IS Training Room
Mar 18, 2009	09-1145h	IS Training Room
April 22, 2009	09-1145h	IS Training Room
May 20, 2009	09-1145h	IS Training Room
June 17, 2009	09-1145h	IS Training Room
July 22, 2009	09-1145h	IS Training Room
Aug 19, 2009	09-1145h	IS Training Room

To register for any course please call (307) 672-1022

## **PALs-Pediatric Advanced Life Support Course-Certification**

Purpose: The PALs certification course is a two-day course focusing on the care of the acutely ill pediatric patient. PALs is a 2-year certification.

Program Overview: Course content emphasizes the recognition and treatment of respiratory distress and cardiopulmonary failure in children. Advanced airway techniques, intravascular access techniques, and pharmacology therapies are also taught in this course.

Pre-Requisites: Must have a current BLS CPR Health Care Provider level card. Pre-reading is required as well as completion of a pre-test via interactive CD rom. Cardiac rhythm recognition skills are necessary. See the Basic Cardiac Class for courses for those needing this knowledge.

\*Manuals/pre-tests can be signed out from the Nursing Scheduling Coordinator-Office: 1<sup>st</sup> Floor room 120. Call 672-1021 or 672-1179.

Target Group: RNs, RRTs, EMT-Ps, MDs, DDS who work with pediatric patients.

Facilitator: Certified PALS Instructor(s)

Minimum: 8                      Maximum: 12

Dates/Time/Location:

October 16 & 17, 2008                      Time: TBA                      Conf Rooms A&B

Fee:

SMH Employees: none

Non SMH: \$TBA

**"The essence of intelligence is skill in extracting meaning from everyday experience"- Unknown**

**To register please call 1022 or 672-1022**

## **PCEP- Perinatal Continuing Education Program**

Purpose: PCEP is an educational program for physicians, nurses, nurse midwives and practitioners, respiratory therapists, and all others who care for pregnant women or newborn babies. It has a nearly 30-year history of providing practical, useful, cost-effective perinatal education to hospital-based care providers.

PCEP is a comprehensive educational program designed to be offered as outreach education by regional medical centers to participating hospitals in their geographic regions or network of affiliated hospitals.

Target Group: MD, NP, PA, RN, RT, LPN, CNAs, EMT-P

This is a partnership between Denver Children's Hospital and SMH.

Our PCEP coordinators are: Jennifer Chenoweth and Linda Schwabauer. Barry Wohl, MD is our medical representative.

PCEP course runs from Sept/08-March/09

Date/Time/Location:

\*\*\*\*Nursing staff: Please watch for posters and other communications coming to applicable areas.

Physician PCEP Skill Workshop                      Nov 6, 2008                      Time: TBA  
Facilitators: Denver Children's Hospital Team

## **Safety Training**

Purpose: This in-service is designed for staff members to update and review facility safety requirements. Components include: fire safety, facility codes, infection control, and injury prevention.

Target group: All SMH staff.

Facilitators: Various SMH staff presenters

Dates/Times/Location:

February 6, 2009	10-1130A or 1-2:30P	CR A&B
February 12, 2009	09-1030A or 1-2:30P	CR A&B
February 16, 2009	1-2:30P	CR A&B
February 18, 2009	1-2:30P or 6-7P	CR A&B
February 26, 2009	10-1130 or 1-2:30P	CR A&B

**NO registration required for Safety Training\*\*Drop-in Sessions**

## 2008 Skills Lab/Annual Nursing Education

### Purpose:

This **6-hour** session provides an opportunity for SMH nursing staff to review and update in-house annual topics as well as those deemed necessary by accreditation standards. **All SMH nursing staff are required to attend a 2008 Skills Lab/Annual Ed session.**

Target Group: All SMH nursing staff

### 2008 Topics includes:

- Pressure Ulcer Staging & Prevention
- Infection Control/Blood or Body Fluid Exposure
- Injury Prevention-Basic Foot Care
- 2008 National Patient Safety Goals
- MRSA Update
- SMH Fall Prevention & Management Program
- H.I.C.s Emergency Preparedness
- Safety Training Components
- Central Line Update
- SMH Hyperglycemia Protocol
- H.C.A.H.P. S. Review

Facilitators: Clinical Nurse Educator & other in-house presenters

### CNAs

Dates/Times/Location:

August 14, 2008	0900-3:30h	Conf Room A
November 20, 2008	0900-3:30h	Conf Room A
December 4, 2008	0900-3:30h	Conf Room A

### RN/LPN

Dates/Times/Location:

October 7, 2008	0900-3:30h	Conf Rooms A&B
October 30, 2008	0900-3:30h	Conf Room A
November 25, 2008	0900-3:30h	Conf Rooms A&B
December 18, 2008	0900-3:30h	Conf Room A

**\*This is mandatory education for all SMH nursing staff.**

*"Education's purpose is to replace an empty mind with an open one." -Malcolm Forbes*

## 2009 Nursing Annual Ed/Skill Lab

\*\*Our format will be changing. Your unit/area will complete competencies based on the unit's unique identified needs. **Please watch for more communication coming to your area.**

**Skill Lab will look different for 2009!!  
Watch for it!**

### S.T.A.B.L.E. Course

Purpose: The S.T.A.B.L.E. Program is the first neonatal continuing education program to focus exclusively on the post-resuscitation/pre-transport stabilization care of sick newborns.

Course Overview: S.T.A.B.L.E. targets the post-resuscitation care of sick neonates and is, therefore, considered by many experts to be the follow-up, complementary program to the American Academy of Pediatrics' Neonatal Resuscitation Program (NRP). S.T.A.B.L.E. serves as a concise educational tool to organize the myriad of details necessary to stabilize and care for sick infants.

Manuals can be signed out from the Nursing Supervisor's Office: 1<sup>st</sup> Floor room 120. Call 672-1021 or 672-1179.

#### Target Group:

Any health caregiver involved with post-resuscitation and/or pre-transport care of sick newborns:

- **Physicians:** Pediatric, ER and family practice physicians including Residents
- **Nurses:** RNs working in L&D, postpartum, nursery, ER, Nurse midwives, Nurse Practitioners, LPNs and nursing assistants
- **Others:** Respiratory therapists, Pre-hospital providers - EMTs, Paramedics

Facilitator: Certified S.T.A.B.L.E. Instructor(s)

#### Fee:

SMH Employees: TBA

Non-SMH: \$75.00

#### Date/Time/Location:

Sept 29, 2008                      0830-3:30P                      Conf Room C

March 9, 2009                      0830-3:30P                      Conf Room A

**To register please call 1022 or 672-1022.**

## Trauma Nursing Core Course (TNCC) - Provider Level

Purpose: TNCC is a two-day course designed to provide core level trauma knowledge and psychomotor skills associated with the delivery of professional nursing care to the trauma patient. The course includes a written exam (80% pass) and testing of 3 skill stations. Upon successful course completion, participants will receive a TNCC certificate valid for 4 years.

### Program Overview:

- Biomechanics and mechanism of injury
- Stabilization, transfer and transport
- Patient assessment using the trauma nursing process
- Brain and craniofacial trauma
- Thoracic and neck trauma
- Psychosocial aspects of trauma care
- Spinal cord and vertebral column trauma
- Musculoskeletal trauma
- Burn trauma
- Shock

Pre Requisites: Participants must hold a current RN license. **\*Pre-reading is required.** Manuals available for sign out from the Nursing Supervisor's office: (1<sup>st</sup> Floor room 120, across from Pharmacy). Call 672-1179 or 672-1021.

Target Group: RNs working in the Emergency Department or staff deemed appropriate by their Nurse Manager. LPNs may audit the course.

Facilitators: Certified TNCC Instructors

### Fee:

SMH Employees: none

Non-SMH: \$200.00

### Dates/Time/Location:

April 30 & May 1, 2009

0830-complete

Conf Rooms A&B

**"You are the only person on this earth who can use your ability"-Unknown**

**To register please call 1022 or 672-1022.**

## Unit Coordinator National Exam Prep Class

This 2 session tutorial class is targeted to those staff working as a Health Unit Coordinators (HUC) at SMH in preparation for writing the national certification exam. Location for exam is Billings, MT.

### Course Objectives:

- ❖ Perform UC tasks and provide accountability to nursing personnel, medical staff, other hospital departments, patients and visitors
- ❖ Operate the nursing unit communication systems, including computer terminal, telephone, fax, copier, printer and locator system
- ❖ Record diagnostic test values, vital signs, and census data
- ❖ Order daily diets and daily lab tests
- ❖ File reports on patients' charts
- ❖ Transcribe doctors' orders using basic knowledge of anatomy and physiology, disease processes, medical terminology, and accepted abbreviations
- ❖ Perform non-clinical tasks required for patient admission, transfer, discharge, and preoperative and postoperative procedures
- ❖ Listen to patient and visitor complaints and concerns, and use problem-solving skills
- ❖ Maintain nursing unit supplies
- ❖ Maintain patient charts, collect charges each night
- ❖ Practice within the professional ethical framework of health unit coordinating
- ❖ Schedule radiology procedures that require patient preps
- ❖ Communicate effectively with patients, visitors, and members of the health care team

Facilitators: Sue Bohm, Diane Hobson and Debra Popp.

Fees: No fee for SMH staff  
\$100.00 for non-SMH

Limit of 5 registered for each session  
Textbooks can be signed out by calling  
x1179 or X1021

### Dates/Times/Locations:

Sept 23 & 24, 2008	0900-1200	CR A and CR B
Dec 2 & 3, 2008	0900-1200	CR C and CR A
March 10 & 11, 2009	0900-1200	CR A and CR C

**"We need to learn to set our course by the stars, not by the lights of every passing ship." -Omar Bradley**

**To register please call 1022 or 672-1022.**

## Wound Care Workshop

Purpose: Participants will learn to use national guidelines for the prevention and management of acute and chronic wounds. Pressure ulcer prevention and management is also an important aspect of care that will be discussed. SMH specifics, such as products used, will be reviewed.

Program Overview:

At the completion of this workshop, the participant will be able to:

- Implement strategies to prevent wounds from occurring
- Perform a complete wound assessment
- Develop plan for care to optimize assessment and healing
- Select suitable wound care products for wound management

Target Group: All nursing staff, physical therapists, occupational therapists

**\* This is mandatory education for new nursing staff at SMH and is considered part of clinical orientation.**

Facilitator(s): SMH Wound Care Team

Dates/Time/Location:

October 1, 2008	1P-4P	Conf Room C
December 3, 2008	1P-4P	Conf Room C
February 4, 2009	1P-4P	Conf Room C
April 1, 2009	1P-4P	Conf Room C
June 3, 2009	1P-4P	Conf Room C

## Wound Vac Training

Purpose: SMH uses the KCI Wound Vac. This hands-on training session will help the registered nurse better understand the vac product and its many uses in the clinical environment. *Watch for posters coming for Fall 2008 dates/times.*

Facilitator: KCI Representative

Fees: No fee SMH

**"Always be kind, for everyone is fighting a hard battle."  
-Plato**

**To register for any course please call (307) 672-1022**

## **Wyoming Workforce Grant Information-Workplace Development Training Fund Program**

SMH has been able to obtain funding through the above program. We will continue to access this valuable resource in future fiscal years as funding remains available. The website address is below:

<http://wyomingworkforce.org/wdtf/>

If applying for a grant, please have your manager assist you in this process allowing us to have a streamlined approach to applications. Your manager has access to SMH's user ID and password for this system as well as the information necessary to complete an application. Applications for funding can be applied for 45-100 days prior to the first day needed for training. Most applications will use the "existing position" application form.

**"We make a living by what we get. We make a life by what we give."  
-Winston Churchill**

