February Epic Message for Managers at NYP Queens Hospital

The EpicTogether team thanks you for your hard work and support! If you have any questions about the information below, please email EpicTogetherUpdate@nyp.org. The EpicTogether team is distributing important information for management to discuss with their staff. **Please review relevant information with your staff members.**

What is happening?
Device Freeze began on February 1 and continues until June 4, 2021. This in an important step leading up to go-live and the upcoming Technical Dress Rehearsals (TDRs). TDR allows the technical and application teams to verify all end user devices. Visit here for more information. **Please do not move any devices (e.g., workstations, printers, or scanners) during this time.**

Training registration will begin on February 22 and last until April 2, 2021. Managers and staff can confirm the assigned training programs by accessing ME section of Saba. From here, staff can select a live virtual class, and begin watching all of the required online videos. Live Virtual classes are scheduled from April 19– May 28, 2021. Log into Saba with your CWID using the link for your specific institution:
- NYP Login Site

What more can be done to prepare?
Below are some links to Epic training information:
- Epic Training Enrollment Instructions for Self-Enrolling in Training
- Epic Training Enrollment Instructions for Managers of Clinical and Administrative Staff
- Enrolling in E-Learnings in Saba
- Reserve Training Work Station *(Locations are still being confirmed and will be posted at a later date).*

Online Training: Managers will have a choice to allow staff to work from home or to reserve a workstation at one of the NYP Queens Campus locations to complete the online training. Please check the EpicTogether website for upcoming information.

What's coming up?
Workflow Walkthroughs: The EpicTogether team will demonstrate workflow walkthroughs for Go-Live 3 on 3/23 from 10a-12p. A livestream will be provided for employees who can schedule the time to watch from their desks. The demonstration will contain both ambulatory and inpatient workflows with the new electronic medical record.

Go-Live Readiness Assessment (GLRA): A global evaluation of all factors contributing to go-live for the implementation of the Epic software. This includes examination of planning, hardware, application workflows, interface readiness, end-user training, end-user adoption, operational readiness, and technical readiness. GLRAs are held at 90, 60, and 30 days prior to go-live to review the system build. The upcoming GLRAs will be held by video conference.

GLRA schedules dates:
- GLRA – 90 Day   March 10, 2021
- GLRA – 60 Day   April 7, 2021
- GLRA – 30 Day   May 12, 2021

More information can be found [here in the Podcast episodes](#) about GLRA and Workflow Walkthrough.

For More Information:
Please visit EpicTogetherNY.org for more information about the project including [timelines](#), testimonials, and additional FAQs.