

All Go-Live 4 Future Epic Users – Preparing for Virtual Go-Live Epic Training

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The Epic training programs for the fourth go-live are in a completely virtual format, wherein staff will complete interactive e-learning lessons and many will attend live virtual training classes (scheduled classes taught remotely by an instructor over the internet). The tips below will help you prepare for virtual training and ensure you have the right technology to take training anywhere – but always consult with your manager to determine where you can complete your training program.

Prepare for Virtual Epic Training

1. First, ensure you have enrolled in all required elements for your assigned Epic training program in the Saba Learning Center.
 - You will see the Epic curriculum assigned to you on your “Me” page in Saba. Review the details about that curriculum in the appropriate EpicTogether Go-Live Course Catalog:
 - [Go-Live End User Course Catalog](#)
 - [Go-Live Provider Specialist Catalog](#) (MDs, PAs, NPs, Residents, Fellows, CRNAs)
 - Follow the instructions on how to enroll in each element of your training program in Saba:
 - [Instructions for Self Enrollment in Epic Training](#)
 - [Instructions for Managers Enrolling Staff in Epic Training](#)
 - **Live virtual training classes**, which you will see a list of scheduled dates and times for in Saba, should be scheduled (registration starts August 23rd) to block calendars accordingly. The classes are currently scheduled to begin on October 18th, 2021 and run through November 26th, 2021.
2. Determine where you will take your training program. With the virtual training program structure, you can technically take training from anywhere, as long as you have the following available:
 - A **computer** with dual monitors connected to **high speed internet**
 - **Google Chrome** installed (as the preferred browser for specific NYP applications)
 - Ability to playback audio over **speakers** or a **headset** connected to your computer
 - [DUO two-factor authentication](#) set up with NYP on your mobile device
 - Approval from your supervisor to take training off-site
3. If you do not have the right technology to take training off-site, you can book a training workstation on-site at one of our facilities. These workstations are equipped with the necessary technology, including dual screens, disposable headphones, and sanitizer. **You must book a training workstation in order to use it for your training.**
 - [Instructions for Reserving a Training Workstation in Skedda](#)
4. Have questions? We are here to help. Please contact us at epictotherynytraining@nyp.org. If you need help enrolling in DUO, contact the NYP Service Desk at **212-746-4357**.

