

## **Instructor Resources**

**How to Request Access to the Clinical Applications** (for Instructors and Students)

**Instructor Training**

**Student Training Videos**

## **Nursing Instructor Task List**

1. **Submit Access Request form** to the Clinical Applications (Citrix and PowerChart) to:  
Sharon K. Vincent, EdD, RN, Director, Center for Nursing Education
2. **Complete Instructor Training/Refresher**  
Complete the Inpatient Nursing Documentation Training Modules on the following topics using logins/passwords provided for each unit.

(Go to the GHS Employee Intranet Home Page at <http://hi.gru.edu/> . )

Under the "For Employees " section, click on "Nursing Documentation" or click on the links provided below.

Review the following sections under **PowerChart Training Modules for Nursing**:

### ***Help Resources:***

[http://hi.gru.edu/hospital/pcs/PDF/1\\_HelpRN\\_PCT\\_UC.pdf](http://hi.gru.edu/hospital/pcs/PDF/1_HelpRN_PCT_UC.pdf)

### ***PAL/Patient Lists:***

[http://hi.gru.edu/hospital/pcs/PDF/2\\_PALPtListRN.pdf](http://hi.gru.edu/hospital/pcs/PDF/2_PALPtListRN.pdf)

### ***PowerChart Overview:***

[http://hi.gru.edu/hospital/pcs/PDF/3\\_OverviewRN.pdf](http://hi.gru.edu/hospital/pcs/PDF/3_OverviewRN.pdf)

### ***eMAR:***

[http://hi.gru.edu/hospital/pcs/PDF/3\\_OverviewRN.pdf](http://hi.gru.edu/hospital/pcs/PDF/3_OverviewRN.pdf)

### ***Nurse Collect/I&O 2G:***

<http://hi.gru.edu/hospital/pcs/PDF/documents/NURSECOLLECTIO2GMODULEJUNE2011.pdf>

### ***Training Modules (Logins and Passwords):***

<http://www.gru.edu/medicine/ahactc/documents/Modules%20to%20complete%20for%20RN.pdf>

## **3. Nursing Clinical Faculty Led Student Training**

Provide students with link to on-line training videos. Students should review prior to class.

<http://www.gru.edu/medicine/ahactc/studentemrtraining.php>

Citrix Login

PowerChart Navigation

Creating a Patient List

## **4. Reserve a classroom for student in class training**

To schedule a CJ (Pavilion 3) classroom, contact Gayle Hooper at [GHOOPER@georgiahealth.edu](mailto:GHOOPER@georgiahealth.edu) or [TRAINME@georgiahealth.edu](mailto:TRAINME@georgiahealth.edu) . Include proposed date(s) and time(s) to check for classroom availability. Please note if classes are larger than 24 people, so another classroom can be reserved. *The classrooms in CJ will accommodate 11-12 students. Two classrooms are side by side and can be managed by 1-2 instructors.*

**5. Conduct Classroom Training (using Training Logins)**

Log into Citrix

Log into PowerChart

Review Basic Chart Navigation

Create a Patient List

Have Students complete EMR test (Dr. Vincent will email the answer sheet)

**6. Ensure students can log into Citrix and PowerChart using their User IDs/Passwords**

Contact the Service Desk at 1-7500 for assistance with failed logins, password resets, etc.

**7. Complete and submit EMR Student Training Roster Form to document student training.**

<http://www.emailmeform.com/builder/form/o15S1chNbD6>