

## Resources for Educational Requirements

TOPIC	CLASSES/RESOURCES	CONTACTS
<b>Departmental or Unit Specific – DIRECT CARE</b>		
Pain Management		<a href="http://www.insidehopkinsmedicine.org/icpm/PAT025-pain.pdf">http://www.insidehopkinsmedicine.org/icpm/PAT025-pain.pdf</a>
Procuring and donating organs and other tissues	<p><u>Policy</u></p> <ul style="list-style-type: none"> <li>– Organ Donation Following Brain Death</li> <li>– Organ Donation Following Cardiac Death</li> </ul>	<p><a href="http://www.insidehopkinsmedicine.org/icpm/mel006-organ_donation.pdf">www.insidehopkinsmedicine.org/icpm/mel006-organ_donation.pdf</a></p> <p><a href="http://www.insidehopkinsmedicine.org/icpm/mel011-donation_cardiac_death.pdf">www.insidehopkinsmedicine.org/icpm/mel011-donation_cardiac_death.pdf</a></p>
Restraints	<p><u>Policy</u></p> <ul style="list-style-type: none"> <li>– Restraints (multiple)</li> </ul>	<a href="http://www.insidehopkinsmedicine.org/icpm/">http://www.insidehopkinsmedicine.org/icpm/</a> (go to “R”)
Fall Reduction	<p><u>Policy</u></p> <ul style="list-style-type: none"> <li>– Fall Risk Assessment, Prevention, Management</li> </ul>	<a href="http://www.insidehopkinsmedicine.org/nursing/cnp/328falls.pdf">http://www.insidehopkinsmedicine.org/nursing/cnp/328falls.pdf</a>
<b>Departmental or Unit Specific – DIRECT AND INDIRECT CARE</b>		
Population Served (Age Specific Competencies)		<a href="http://www.hopkinsmedicine.org/jhr/Managers/JCAHQ.html">http://www.hopkinsmedicine.org/jhr/Managers/JCAHQ.html</a>
Bloodborne Pathogens	<p>Classes held the 2<sup>nd</sup> and 3<sup>rd</sup> Tuesdays of each month:</p> <p>9:30 Fire Safety 10:00 Hazard Communication 10:45 Blood Borne Pathogen 1:00 Radiation Safety</p> <p>Online training in fire safety and blood borne pathogens is available.</p> <p>Department-specific classes available by request.</p>	<p><a href="http://www.hopkinsmedicine.org/hse">www.hopkinsmedicine.org/hse</a> (go to “Training Schedule” for class room training, go to “Training Info” for online training)</p>
<b>Hospital Wide Periodic Updates – ALL EMPLOYEES</b>		
Patient Safety as part of job	<p>Patient Safety New Fast Facts “The Science of Safety”</p> <p><u>Policy</u></p> <ul style="list-style-type: none"> <li>– Ethical Framework for Safety</li> </ul>	<p><a href="http://innovation.jhmi.edu">http://innovation.jhmi.edu</a></p> <p><a href="http://www.hopkinsquality.com">www.hopkinsquality.com</a></p> <p><a href="http://www.insidehopkinsmedicine.org/icpm/ethic_framework_safety.html">http://www.insidehopkinsmedicine.org/icpm/ethic_framework_safety.html</a></p>
Infection Control / Fire Safety / Hazard Communication / Emergency Management / Environment of Care	<p>Classes held the 2<sup>nd</sup> and 3<sup>rd</sup> Tuesdays of each month:</p> <p>9:30 Fire Safety 10:00 Hazard Communication 10:45 Blood Bourne Pathogen 1:00 Radiation Safety</p> <p>Emergency preparedness information</p> <p><u>Policy</u></p> <ul style="list-style-type: none"> <li>– Hand Hygiene, Artificial Nails Fact Sheet</li> <li>– Infection Control</li> <li>– Incident and Injury Reporting HSE 004</li> <li>– Occupational Injury Management HSE 005</li> <li>– Environment of care policies</li> </ul>	<p><a href="http://www.hopkinsmedicine.org/hse">www.hopkinsmedicine.org/hse</a> (go to “Training Schedule”)</p> <p><a href="http://www.hopkins-cepar.org">www.hopkins-cepar.org</a></p> <p><a href="http://www.insidehopkinsmedicine.org/icpm/">http://www.insidehopkinsmedicine.org/icpm/</a></p> <p><a href="http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse004.pdf">http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse004.pdf</a></p> <p><a href="http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse005.pdf">http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse005.pdf</a></p> <p><a href="http://www.hopkinsmedicine.org/hse/Policies.htm">http://www.hopkinsmedicine.org/hse/Policies.htm</a> (see “Section II)</p>

<p>Team building and willingness to report errors</p>	<p><u>Service Excellence Mini-Lessons</u> (short, manager-led staff meeting topics)</p> <ul style="list-style-type: none"> <li>- Establishing Team Norms</li> <li>- Stages of Team Affect Employee Stress Level</li> <li>- Hindering Behaviors that Hurt Team Performance</li> <li>- Teams Struggle with Personal Differences</li> <li>- Work Teams Measure their “Team” Services</li> </ul> <p><u>Learning Opportunities Catalog Classes</u> (classroom experiences)</p> <ul style="list-style-type: none"> <li>- Service Excellence - Create the Magic</li> <li>- Understanding My Role in the Workplace</li> <li>- Conflict Resolution</li> <li>- Interpersonal Communication in Healthcare</li> </ul> <p><u>Innovations Team Classes</u> (for intact teams)</p> <p><u>Manager Resources</u> (tools and workbooks for managers)</p> <ul style="list-style-type: none"> <li>- Developing Teamwork and a Collaborative Work Environment</li> <li>- Creating Group Expectations and Norms</li> <li>- Providing Feedback to Employees</li> </ul> <p><u>Policy</u></p> <ul style="list-style-type: none"> <li>- HSE 030 Workplace Violence</li> <li>- EEO611 Workplace Antiviolence</li> </ul>	<p><a href="http://www.hopkinsmedicine.org/service/resources/mini_lesson.html">http://www.hopkinsmedicine.org/service/resources/mini_lesson.html</a></p> <p><a href="http://www.hopkinsmedicine.org/jhhr/TrainingEducation">www.hopkinsmedicine.org/jhhr/TrainingEducation</a></p> <p><a href="http://innovation.jhmi.edu">http://innovation.jhmi.edu</a> <a href="http://www.insidehopkinsmedicine.org/innovations">www.insidehopkinsmedicine.org/innovations</a></p> <p><a href="http://www.hopkinsmedicine.org/jhhr/Managers/index.html">http://www.hopkinsmedicine.org/jhhr/Managers/index.html</a></p> <p><a href="http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse030.pdf">http://www.hopkinsmedicine.org/hse/Policies/HSE_Policies/indiv_sections/hse030.pdf</a> <a href="http://www.hopkinsmedicine.org/jhhr/PoliciesProcedures">www.hopkinsmedicine.org/jhhr/PoliciesProcedures</a></p>
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See Nursing Intranet for additional policies and educational content.

## Instructions for Access to e-Learning Courses for The Johns Hopkins Hospital

- I. Enter site at <http://elearning.cormed.com/>
- II. **First Time Users:** Click “Register Now” in left-hand column.
  - A. Page 2: Enter information for your profile:
    1. Profile information, required fields: First name, last name, e-mail address, employee ID that is the number on your hospital ID badge.  
Enter your employee ID exactly as it appears on your badge; include all numbers and hyphens.
    2. Account details:
      - a. Choose a User ID and password that you will remember easily.
      - b. The User ID and password are case sensitive; you must always use the same pattern of upper and lower case letters.
      - c. Click register.
  - B. Page 3: You are now registered.
    1. To access a course, click on “Click here to list courses.”
    2. If you picked a user ID that is already in use by another person, you will be directed to pick a new user ID.
  - C. Page 4: Enter your Institution Course Code that is “JHUGLOBAL.”  
Click “Add Course.”
  - D. Page 5: Click on the course that you want to take. This will take you to the first page of that course.
  - E. Continue with the course. You can move forward by using the forward arrows. Or you can access course topics by clicking on the “Table of Contents” in the left-upper column. Please log-off when you are not using the course.
- III. **Return Users**
  - A. Enter site at <http://elearning.cormed.com/>
  - B. Page 2: Fill in your User ID and password in the “Member Log In” on the right side of the page.  
Click “Continue.”
  - C. Page 3: Click on the course that you want to take. This will take you to the first page of that course.
  - D. Continue with the course. You can move forward by using the forward arrows. Or you can access course topics by clicking on the “Table of Contents” in the left-upper column. Please log-off when you are not using the course.
- IV. **For More Information**
  - A. Click on “Contact us” on the bottom of the page. There are also answers to commonly asked questions when you click on “Course Assistant,” then click on “help.”