



The following information outlines the training requirements and sequencing for the Connect Care research roles. If you have any questions, please contact Health System Access at HSAResearchITAccess@ahs.ca.

Courses MUST be scheduled in the proper sequence. See the [Connect Care Roles & Training Course Catalogue](#) for the required sequence of training sessions for your research role. If multiple Instructor-Led Training (ILT) courses are required for a particular role, ensure that Track 1 is scheduled first; Track 2 is scheduled second, etc. You will not be permitted to attend ILT's scheduled out of sequence.

Research staff may also require Schegistrar training in order to schedule research-specific appointments within the ambulatory (outpatient) setting (please review item number 4 for more information).

In addition, training is available that provides information about reporting functionality within the Connect Care system (please review item number 5 for more information).

Please refer to the training sequence examples, below, for research staff. A complete list of research roles is available in the Connect Care Roles & Training Course Catalogue.

Role: Research Staff – Ambulatory

Intended for Research Coordinators recruiting and carrying out a research protocol with patients visiting an outpatient (ambulatory) clinic.

- 1. Epic – Ambulatory Nurse Shared ILT**
Learn how to navigate Connect Care, including the patient chart, which will now include research.
- 2. Epic – Research Staff ILT**
Learn how to manage your research study and chart research activities in Connect Care.

Role: Research Staff – Inpatient

Intended for Research Coordinators recruiting and carrying out a research protocol with patients admitted into a hospital using Connect Care.

- 1. Epic – Nurse Adult and Pediatric Medical Surgical ILT**
Learn how to navigate Connect Care, including the patient chart, which will now include research. There will be additional learnings on how to time orders using phases of care (e.g. pre-surgery, post-surgery) in an inpatient setting.
- 2. Epic – Research Staff ILT**
Learn how to manage your research study and chart research activities in Connect Care.

Roles: Research Staff – Oncology/Hematology Research Nurse OR Research Staff - Oncology General (e.g. for Research Coordinators)

This is an example of a role where specialty training is required to fully perform a user's role in the clinic; in this case, being able to order and apply oncology/hematology treatment plans.

- 1. Epic – Ambulatory Nurse Shared ILT**
Learn how to navigate Connect Care, including the patient chart, which will now include research.
- 2. Epic – Oncology/Hematology Clinic Nurse ILT**
Learn about oncology-specific documentation and chemotherapy treatment plans in Connect Care.
- 3. Epic – Research Staff ILT**
Learn how to manage your research study and chart research activities in Connect Care.

For individuals looking for detailed examples of required e-learnings for each course, please refer to the information below. The most up-to-date information is available in the [Connect Care Roles & Training Course Catalogue](#).

1. Epic – Ambulatory Nurse Shared ILT

This class is offered as a 7.75 hour in-person session; below, are the required e-learnings for completion in [My Learning Link](#) after the specific role is assigned.

- **Before Class**
 - Epic - CLNAMB001 Overview of Hyperspace in an Outpatient Setting
 - Epic - AMB001 Office Visit Demonstration
 - Epic - MD103 Finding Patient Information
 - Epic - MDAMB107 Ambulatory - Ordering in an Outpatient Context
 - Epic - MD108 Overview of In Basket
 - Epic - RPT001 Overview of Reporting
 - Epic - RPT005 Run and Manage Reports
 - Epic - RDR101 Introduction to Radar
 - Epic - RPT010 Modifying the Search Criteria of a Report
 - Epic - AMB520 - In Basket - Telephone Encounters
 - Epic - AMB515 In Basket - Handling Refill Requests
 - Epic - AMB540 In Basket - Patient Advice Request Messages
 - Epic - CAD050 Overview of the Appointment Desk
 - Epic - CAD052 Overview of Making Appointments Messages
 - Epic - HIM8000-L - Overview of Media Manager - Scanning in Connect Care
 - Epic - Radar Learning Home Dashboards
 - Epic - Documentation Using SmartTools
 - Epic - Group Documentation for Inpatient and Ambulatory
 - Epic - Immunization Documentation
 - Epic - Rooming a Pregnant Patient
 - Epic - Document a Telephone Encounter
 - Epic - Understanding Document Types
 - Epic - Practice Scanning in Connect Care Using Media Manager
 - ECS Scanning - Deep Search
 - Epic - Transfusion Medicine - Therapy Plans Administration for Nurses
 - Epic - Quick Release
- **After Class**
 - Epic - INP060 Overview of Patient Assignments
 - Epic - INO064 Nurse Charting Tools
 - Epic - INP065 Nurse Managing Orders
 - Epic - AMB022 Clinical Support Visit
 - Epic - RDR102 Create a New View of a Radar Dashboard
 - Epic - Documenting TB Skin Test Results

2. Epic - Research Staff ILT

This class is offered virtually through two, 4-hour sessions, over two consecutive days.

NOTE: some of these e-learnings are the same as Epic - Ambulatory Nurse Shared ILT.

- **Before Class**
 - Epic - CLNAMB001 Overview of Hyperspace in an Outpatient Setting
 - Epic - MD108 Overview of In Basket
 - Epic - RSCH001 Overview of Research Studies in Epic
 - Epic - RSCH080 Overview of the Research Billing Review Activity
 - Epic - Understanding Document Types
 - Epic - Practice Scanning in Connect Care Using Media Manager
 - ECS Scanning - Deep Search



- Epic - Research Updating a Study Record
- Epic – Introduction to Zoom for Connect Care Training
- **After Class**
 - Epic - RPT005 Run and Manage Reports
 - Epic - RPT010 Modifying the Search Criteria of a Report

3. Epic - Research Study Team Super User ILT

- This class is offered in-person over 3.75 hours.
- Research super users will learn efficiency tips and advanced workflows to prepare them for providing support to end users during launch.
- This course must be taken after completing all courses for the learner's primary role(e.g. Research Staff – Ambulatory, Research Staff – Inpatient, etc.)
- There are no e-learnings associated with this course.

4. Schegistrar Training

- Intended for Research Coordinators who will schedule research participants in an AHS outpatient (ambulatory) clinic in alignment with a research protocol.
- The required training and the order in which courses are taken include:
 - **Registration Basics ILT:** Learn the check-in and registration workflows – a pre-requisite course for the Schegistrar ILT.
 - **Schegistrar ILT:** Learn advanced scheduling workflows, such as using blocks for times set aside for specific appointment types, and canceling and rescheduling appointments.

5. Reporting Training

- Connect Care reporting training is available to any Connect Care user for registration at any time through [MyLearningLink](#). Individuals who wish to refresh or advance their reporting skills or simply learn more about Connect Care reporting tools can readily access reporting training on their schedule after they have completed training for their primary role.
- The available reporting courses are:
 - Epic – Basic Reporting User ILT
 - Epic – Reporting Power User ILT
 - Epic – Introduction to SlicerDicer ILT
- More information about reporting resources and training is available at <https://insite.albertahealthservices.ca/Main/assets/cistr/tms-cis-tr-reporting-resources.pdf>.

