

memorandum



**The following has been sent on behalf of
Gillian Kozinka, Executive Director, Clinical Operations, VGH,
Candice Keddie, Executive Director, Clinical Operations, RJH and
the IHealth Project Team**

February 2, 2024

Inpatient Acute Care Unit Staff Can Begin EHR Learning Now

WHAT YOU NEED TO KNOW

Inpatient acute care unit staff can begin their IHealth Learning Journeys immediately, to prepare for the spring Go-Live of computerized provider order entry (CPOE) and electronic clinical documentation (in select locations) at Royal Jubilee Hospital, Victoria General Hospital, Gorge Road Health Centre Sub-Acute units, and South Island Surgical Centre.

These Learning Journeys apply to nursing, clinical and allied health staff working in in-patient acute care units.

Mandatory learning

EHR Learning takes place in four stages, which will be rolled out in waves across different work streams:

- Stage 1: eLearning modules — training videos and interactive simulations
- Stage 2: Self-directed online learning — hands-on practice in a training domain
- Stage 3: Facilitated workflow reviews or skill sharpeners
- Stage 4: Reinforcement and ongoing practice (optional)

Acute care unit staff are currently in Stage 1, with Stage 2 opening on Monday, January 29.

There will be a forthcoming memo to identify the release date of stages 1 and 2 for staff members working in Ambulatory clinics/departments and Medical Imaging.

Training is eligible for remuneration

Stages 1 – 3 of this learning are mandatory and must be completed in preparation for Go-Live of CPOE this spring. Payment for your learning will be processed once you have completed all stages of your Learning Journey.

Making time to complete your learning

With the current Health Human Resources environment, we recognize that learning during regular working hours may be a challenge. We are putting supports in place so you can complete your Learning Journey during the time that best suits you, whether at work or from home. These include:

- Working on-site on an Island Health computer
- Using the Learning Labs,
 - Open 8 a.m. – 4 p.m. Monday to Friday (RJH: PCC 150; VGH S263 Lecture Hall)
 - After hours access through Protection Services or Coordinator of Site Operations.
- Logging in remotely to complete your training.

WHAT YOU NEED TO DO

Front-Line Staff:

- 1) **Access your Learning Journey** through the Citrix Workspace, and select the Island Health EHR Education App. More detailed directions are available on the IHealth web page: [IHealth Training for Nursing/Clinical/Allied Health staff](#).
- 2) **Please notify your CNE/Leader** when you have completed the learning.

Managers/CNEs:

- 1) **Track completion of learning journeys** in collaboration with IHealth project analysts.
- 2) **Submit requests for remuneration using the IHealth cost centre code.**

Useful information resources:

Find Frequently Asked Questions (FAQs) regarding how to access and complete your learning, in both [web](#) and [print format](#).

For more information about CPOE, visit the [CPOE page on the IHealth website](#).

Contact:

If you have any issues accessing the Island Health EHR Education Learning Portal or require assistance, please email: EHRLearning@islandhealth.ca

For more information, please contact EHRLearning@islandhealth.ca.

For non-urgent and operational news, visit the [staff news page](#).

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