



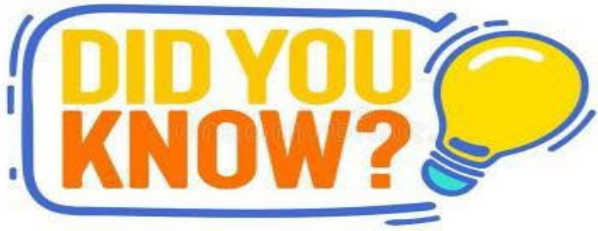
2023 Professional Development Course Catalog

The Association of Medicine

Freeman Health System recognizes that preparing healthcare professionals to share a common vision across the health professions centered on a commitment to, first and foremost, meeting patients' needs as envisioned in the Quality Chasm Report (Institute of Medicine, 2001), is essential for all our programs and education provided to Freeman staff. We agree that "all health professionals should be educated to deliver patient-centered care as members of an interdisciplinary team emphasizing evidence-based practice, quality improvement approaches, and informatics" (IOM, 2006). As such, you can review the definitions of each core competency as they have been integrated into all educational offerings to ensure that we are focusing on educational efforts based on the recommendations from the National Association of Medicine.

Core Competency Definitions:

- ***Provide patient-centered care*** identify, respect, and care for patients' differences, values, preferences, and expressed needs; relieve pain and suffering; coordinate continuous care; listen to, clearly inform, communicate with, and educate patients; share decision making and management; and continuously advocate disease prevention, wellness, and promotion of healthy lifestyles, including a focus on population health.
- ***Work in interdisciplinary teams*** cooperate, collaborate, communicate, and integrate care in teams to ensure that care is continuous and reliable.
- ***Employ evidence-based practice*** integrate best research with clinical expertise and patient values for optimum care, and participate in learning and research activities to the extent feasible.
- ***Apply quality improvement*** identify errors and hazards in care; understand and implement basic safety design principles, such as standardization and simplification; continually understand and measure quality of care in terms of structure, process, and outcomes in relation to patient and community needs; design and test interventions to change processes and systems of care, with the objective of improving quality.
- ***Utilize informatics*** communicate, manage knowledge, mitigate error, and support decision making using information technology.



Freeman employees receive more than \$2,500 worth of FREE courses depending on the requirements of their job description!

Course fee information

- Course costs are always \$0 for regular Freeman employees who have the requirement listed in their job description.
- PRN employees who work 72 hours or more in a six-week period will be eligible to receive their required unit education for free.
- PRN employees who work 71 hours or less in a six-week period will be required to pay the "Non-Required Employee/Community Cost" as listed in each of the course descriptions in this catalog and will be eligible to take the course with paid hourly time.
- All employees without the course listed in their job description will pay the "Non-Required Employee/Community Cost" as listed in each of the course descriptions in this catalog, as well as take the course with unpaid hourly time.



INFORMATION

Professional Development Department
Central Office – East Campus 2nd Floor (across from Radiology)

Department Hours

Monday-Friday 7:30am - 4:00pm;

Closed Daily 12:30pm - 1:00pm

932 E. 34th Street

Joplin, MO 64804

417.347.5830 ph. 417.347.2520 fax

CLASSROOM LOCATIONS:

East Locations:

PDA 1: Annex building, lower level on East side

PDA 2-3: Annex building, lower level on West side PDA

Break Room: Annex building, top level

PDC 4-9: East hospital, 2nd floor, across from Radiology

PDC Conference Room: East hospital, 2nd floor, across from Radiology

PDC Simulation Lab: East hospital, 2nd floor, across from Radiology

Conference Rooms 1 E-3E: East hospital 1st floor by Dialysis Computer

Lab 4E: East hospital 1st floor

West Locations:

Professional Development Computer Training Room: West Campus, 1st floor between the cafeteria and the conference rooms

INSTRUCTIONAL METHODS:

Blended

Also known as hybrid or mixed-mode courses, these are classes where a portion of the traditional face-to-face instruction is replaced by web-based learning. Computer skills are necessary in this type of learning environment.

Instructor Led

These courses deliver classes in a traditional, classroom style focusing instruction in a face-to-face learning method.

Online

These courses deliver a series of lessons to a web browser or mobile device, to be conveniently accessed anytime, anyplace. Computer skills are necessary in this type of learning environment.

BOOK CHECK-OUT LOCATIONS:

East campus (central library): Located in the Professional Development Central Office. Hours are Monday-Friday, 7:30 am to 4:00 pm. All books are available at this location.

West campus: Located in HR – Human Resources. This location keeps the following books in limited supply: BLS for Healthcare Providers, ACLS, PALS, NRP and STABLE.

Neosho campus: Located in the Administrative offices. Please check with Neosho staff for days and hours of availability. This location keeps the following books on demand: BLS for Healthcare Providers, ACLS, and PALS.

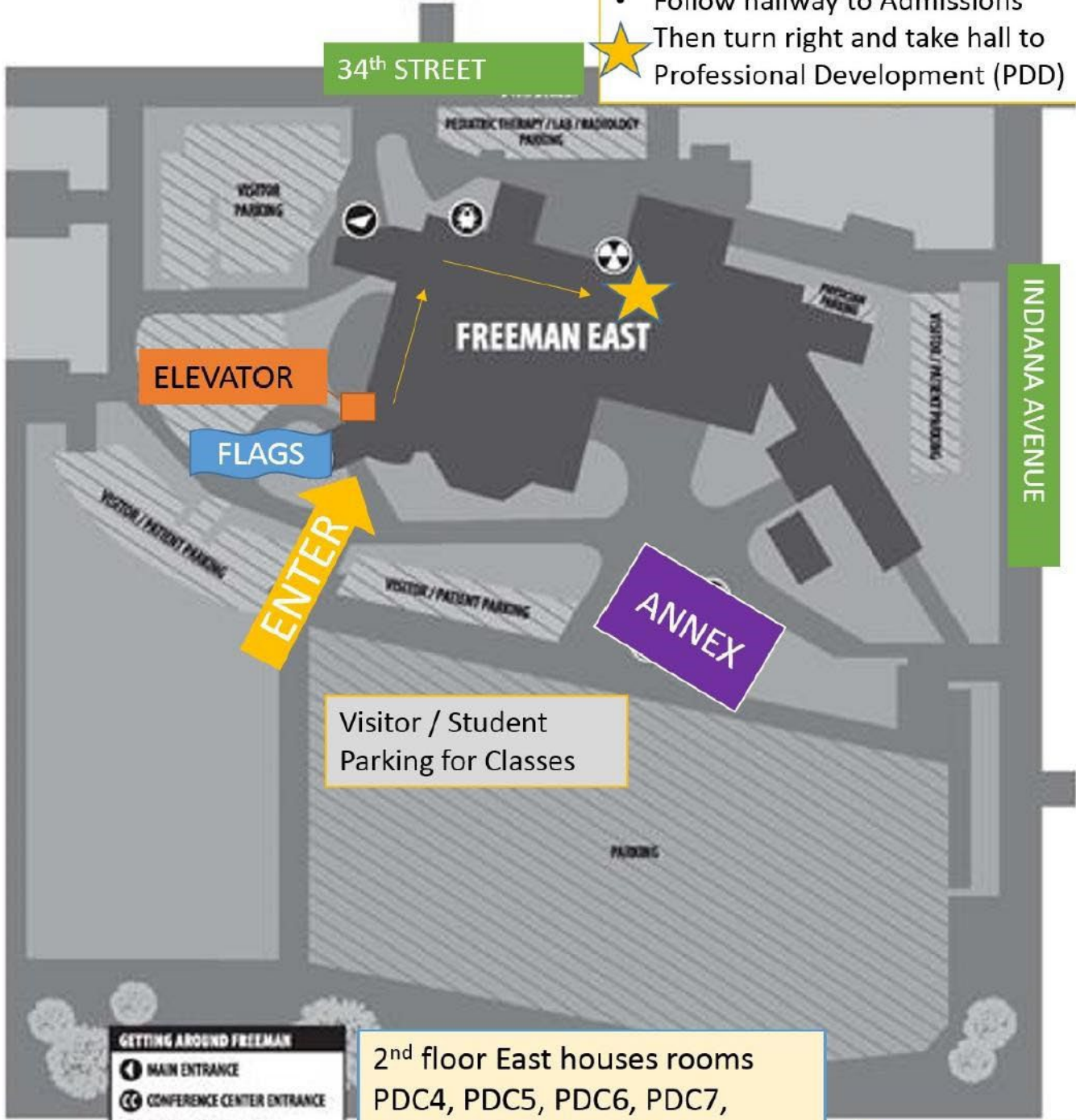
***If a location is out of a book, please come to central library for book checkout.

FREEMAN EAST CAMPUS

Health System

932 E. 34th Street, Joplin, MO 64804

- Park in South Visitor Parking,
- Enter at Flags (yellow arrow)
- You will be on 1st floor
- To your left, take elevator to 2nd floor
- Follow hallway to Admissions
- Then turn right and take hall to Professional Development (PDD)



Visitor / Student Parking for Classes

- GETTING AROUND FREEMAN**
- ① MAIN ENTRANCE
 - ② CONFERENCE CENTER ENTRANCE
 - ③ EMPLOYEE EDUCATION
 - ④ PEDIATRIC THERAPY AND DEVELOPMENTAL CLINIC
 - ⑤ RADIOLOGY ENTRANCE
 - ⑥ SCREEN TEAM

2nd floor East houses rooms PDC4, PDC5, PDC6, PDC7, PDC8, PDC9, & SIM Lab.
 1st floor East holds rooms 1E, 2E, 3E, & 4E.

Annex houses rooms PDA1, PDA2, PDA3

General Criteria for Freeman Course Participants

The general criteria listed below are the same for all mandatory and non-mandatory sessions.

- The participant must be available to attend the training on the given dates.
- The participant must contact their unit director for any course-related absence, as course scheduling is considered equal to any scheduled shift. Absences will follow the Course Agreement and Attendance Policy.
- Course Attendance must be approved by an individual's unit director or designee.
- No fees will be charged for Freeman Health System employees if it is written in their continuing education requirements per job description.
- All participants must be up to date with all their mandatory requirements i.e., e-learning and/or practical assessments, unless approved by their Manager or Team Leader.

LEARNING FACILITIES

- The campus offers comfortable training facilities that are conducive to learning. Participants need to dress for an air-conditioned environment.
- East Cafeteria and surrounding restaurants are available and provide refreshments at a reasonable cost.
- Freeman is a smoke-free site. Smoking is not permitted anywhere within hospital grounds. This includes all garden and car park areas.

TRAINING DELIVERY & ASSESSMENT

- All services offered are based on the principles of adult learning.

- All trainers hold relevant teaching/assessing qualifications and/or industry experience.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL may be applicable for certain programs; please contact the Professional Development office to discuss.

CERTIFICATION

Certificates of attendance will be issued on request and kept in employee file in the Professional Development for all current FHS employees.

DELINQUENT CERTIFICATION

Employees are responsible for tracking and maintaining current certification in all job required certifications. Employees who are delinquent in their certifications may be subject to administrative leave and/or appropriate level of corrective action. Current certification is determined by the certifying body and indicated on the card issued to the employee, as well as updated on employee transcripts.

GRIEVANCE

Customer complaints, appeals and grievances in relation to education and training will be handled by the Professional Development director.

Professional Development Scoring Rubric

| Scoring Term | Definition | Reflection on Participants Transcript |
|-----------------------|---|--|
| Passed | Participant functions independently without supporting cues and successfully completes all learning objectives and skill requirements of the course. Attendance is followed per FHS policy & procedure. | Negates Delinquency under Continuing Education Requirement |
| Failed | Participant fails to meet any and all criteria to successfully pass the course. Attendance is followed per FHS policy & procedure. | Continuing Education Requirement shows Delinquent |
| No-Show (Excused) | Participants who do not attend or are late to class due to the following, as stated in FHS Attendance Policy: Approved leave of Absence including medical leave of absence including Medical Leave or Family Medical Leave or Family Medical Leave: Scheduled and approved PTO; Jury Duty; Workers Compensated Time Off; Bereavement leave. Documentation is supported in email by the Unit Director/Manager. | Continuing Education Requirement shows Delinquent |
| No-Show (Not Excused) | Participants who do not attend or are late to class who fall outside of the parameters of a "No Show-Excused" absence. Documentation is supported in email by the Unit Director/Manager or Unit Director/Manager fails to respond in the appropriate timeframe as stated in FHS policy & procedure. | Continuing Education Requirement shows Delinquent. Course fee of \$65 is relayed to accounting. PDD tracks book return within 30 days and generates an additional \$65 fee if no return. |



Courses Related to Behavioral Health

2023- Non-Violent Crisis Training Skills (CPI)



With a focus on prevention, our core training program equips staff with proven strategies for safely defusing anxious, hostile or violent behavior at the earliest possible stage. It's been setting the standard for crisis prevention and intervention training for over 35 years and can help staff to reduce the risk of injury, comply with legislative mandates, meet regulatory/accreditation standards, improve staff retention, minimize exposure to liability and promote care, welfare, safety and security.

Comments: CPI renewal must be completed every 3 years.

Prerequisite: Successful completion of Pre-Course Modules. All pre-course modules must be completed in a General Open Lab class prior to the day of your scheduled course.

Note: This course must be taken within 2 weeks of the online pre-course modules.

Instructional Method: Blended

Instructors: Mistey Eby, LBSW

Required Employee Cost: \$0

Non-Required Employee: \$50

Must be currently employed by Freeman or Ozark Center. Course is not available for Community.

Supplies: Book with certification card

2023-Non-Violent Crisis Skills Training (APS)

Do you work with exceptionally aggressive, violent or difficult-to-manage individuals? Applied Physical Skills™ is an intensive program designed to enhance your ability to teach physical intervention strategies to staff within your organization. Taught within the context of the CPI philosophy of Care, Welfare, Safety, and Security™, the program teaches that physical intervention should be used only as a last resort when an individual presents an imminent danger to self or others. Comments: This course instructs in a hands-on technique. Strong physical stamina is required for this course.

Prerequisite: CPI Certification, Online Portion to be completed in a General Open Lab class prior to this class.

Instructional Method: Blended

Instructors: Mistey Eby, LBSW

Required Employee Cost: \$0

Non-Required Employee: \$50

***Must be currently employed by Freeman or Ozark Center. Course is not available for community

Supplies: Book with certification card

Courses for Skill Development

Phlebotomy Skill Development This course teaches common phlebotomy practices for adults and children. Participants learn how to safely and effectively draw blood using venipuncture and capillary puncture methods plus finger sticks or heel sticks for young children and infants. Swab collection procedures will also be reviewed. This course is required for any new phlebotomist working at Freeman Health System.

Prerequisite: None

Instructional Method: Seated

Instructors: Laboratory Staff

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: Participant workbook and clinical supplies provided.

Dates: Phlebotomy courses coincide with the Tuesday following General Hospital Orientation.

****Please contact the Director of the Laboratory to enroll in course. ****

Courses Related to Emergency Medicine

Helicopter Safety (1 hour)

In this seated class, students will tour both Helipad locations at Freeman West Campus and will learn about proper protective gear, how to approach the aircraft, location of emergency gas shut off and fire extinguishers. Students will have the opportunity for question/answer with the air medical crew and will have an opportunity to meet the Medflight Medical team and pilot.

Note: This class is required of any new staff to Freeman Health System: All new or transferred Emergency Room Registered Nurses, Nurse Technicians and Student Assistants. All new security staff, all new Cath lab staff, and all new ICU Charge Nurses.

Prerequisite: None

Instructional Method: Seated

Instructors: Lorraina Porter, RN in partnership with Air Methods

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: N/A

Trauma Nursing Core Course (TNCC) (2day)

This 2-day course sponsored by the Emergency Nurses association is the premier course for hospitals and trauma centers worldwide, empowers nurses with the knowledge, critical thinking skills and hands-on training to provide expert care for trauma patients. At successful completion of the course, participants will be able to perform rapid identification of life-threatening injuries, comprehensive patient assessment and enhanced intervention for better patient outcomes.

Comments: Successful completion of the course requires 80% or greater on the multiple-choice exam and 70% or greater on the skill station evaluation.

Prerequisite: Successful completion of Pre-Course Modules. All pre-course modules must be completed in a General Open Lab class prior to the day of your scheduled course.

Instructional Method: Blended

Instructors: Susan Garrison, RN and FHS adjunct instructors

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$385

Supplies: Per ENA guidelines, books are to be picked up at least 30 days prior to the class date.

Per ENA guidelines, TNCC books must be picked up 30 days or more in advance of your scheduled class. Books are available at the East Library. See page 3 for details and library hours.

Books may be reserved by calling 417.347.5830 prior to pick up.

AHA Advanced Stroke Life Support (ASLS) Hands on Session

The Advanced Stroke Life Support (ASLS) Blended Learning Course will educate healthcare professionals to identify, evaluate, and manage patients with stroke. Blended Learning means this course consists of an online, self-directed portion, followed by an in-person skills testing session with an ASLS Instructor.

In the online portion (which is done in a General Open Lab prior to coming to this hands-on session), learners follow a continuously adapting learning path that is personalized by their own inputs for their performance and their self-reported confidence levels.

In-person skills tests will challenge learners to apply the skills and knowledge obtained from the online portion to correctly perform neurologic exams, diagnose, and manage patients with strokes.

Prerequisite: Successful completion of Pre-Course Modules. All pre-course modules must be completed in a General Open Lab class prior to the day of your scheduled course.

Instructional Method: Blended

Instructors: Susan Garrison, RN and Lorraina Porter, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$250

If you are unable to make it to a class you are scheduled to attend, please contact your manager to address the absence. Employees are encouraged to email professionaldevelopment@freemanhealth.com or text 417-347-6208 to notify Professional Development if they will not be in attendance.



AWHONN Intermediate Fetal Heart Monitoring

This comprehensive 2-day instructor-led course is critical for enhancing and validating nurses and physicians' ability to interpret and respond to fetal heart monitoring tracings. Skills taught and knowledge assessed include maternal and fetal physiology, interpretation of fetal and uterine monitor tracings, evaluation of auscultated fetal heart sounds, Leopold's Maneuvers, placement of fetal spiral electrodes and intrauterine pressure catheters, and evaluation of and strategies for enhancing communication. The course is presented to approximately 15,000 clinicians a year and may be used as a competency assessment to validate the knowledge and skills of perinatal clinicians who utilize fetal monitoring and includes a post-test to assess participant knowledge.

Comments: This course assumes that the participant has completed entry-level fetal monitoring education and is designed for clinicians who utilize fetal heart monitoring in the intrapartum setting. Course will be held at East Campus.

Note: Basic computer skills are necessary to complete this training. Must successfully pass pre-course exam prior to attending the course. The pre-course exam takes approximately 3.5 hours. All pre-course exams must be completed prior to the day of your scheduled course.

Prerequisite: Successful completion of Pre-Course Modules. All pre-course modules must be completed in a General Open Lab class prior to the day of your scheduled course.

Instructional Method: Blended

Instructors: Marcia Chesney, RN and Gina Anderson, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$320

Supplies: Online access code and certification card, books and materials – given in General Open Lab Prior to class.

The S.T.A.B.L.E. Program (1 day) and S.T.A.B.L.E. Renewal

Based on a mnemonic to optimize learning, retention and recall of information, S.T.A.B.L.E. stands for the six assessment and care modules in the program: Sugar, Temperature, Airway, Blood pressure, Lab work, and Emotional support. A seventh module, Quality Improvement stresses the professional responsibility of improving and evaluating care provided to sick infants.

Comments: Courses will be held at East Campus

Note: Basic computer skills are necessary to complete this training.



Prerequisite: None

Instructional Method: Seated

Instructors: Rhonda Mattingly

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$140

Supplies: Online access code and certification card, books and materials.

Neonatal Resuscitation Program (NRP) Provider Part II

The Neonatal Resuscitation Program® (NRP®) course conveys an evidence-based approach to care of the newborn at birth and facilitates effective team based care for healthcare professionals who care for newborns at the time of delivery. NRP utilizes a blended learning approach, which includes online testing, online case-based simulations, and hands-on case-based simulation/debriefing that focus on critical leadership, communication, and team-work skills.

Comments: This is the hands-on portion of the course. Courses will be held at East Campus.

Prerequisite: Successful completion of Pre-Course Modules. All pre-course modules must be completed in a General Open Lab class prior to the day of your scheduled course.

Instructional Method: Blended

Instructors: Minette Woolven, NNP-BC and Rebekah Liles, RRT

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$140

Supplies: Manual



Neonatal Resuscitation Program®

Remember: If you fail to un-enroll from a course, you may be required to pay the course agreement fee. Timeframe for un-enrollment is 48 hours prior to the course.

If you are unable to make it to a class you are scheduled to attend, please contact your manager to address the absence. Employees are encouraged to email professionaldevelopment@freemanhealth.com or text 417-347-6208 to notify Professional Development if they will not be in attendance.

Annual Competency Events as required by HFAP

NT/SA Competency Day– Annual Requirement (1hour)

Competency events utilize a flipped classroom approach which focuses learning the material before class, with classroom time used to deepen the understanding through skill demonstration. In order to prepare yourself, your competency day transcript items must be completed prior to attending the event. Failure to complete the required in-services prior to the event will prevent admittance into the event as outlined in FHS policy.

Comments: Due to space limitations, participants must be scheduled in advance for their appropriate day and time slot to complete skill station assessments. If you cannot attend during your designated day and time slot, immediately contact your Unit Director and the Professional Development Department.

Note: This event has been moved to West campus conference rooms for 2022.

Prerequisite: Successful completion of assigned in-services related to event

Instructional Method: Seated with skill demonstration

Instructors: Professional Development Department

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: Appropriate work attire is required. All supplies will be provided for return skill demonstration.

RN Competency Day– Annual Requirement (1hour)

Competency events utilize a flipped classroom approach which focuses learning the material before class, with classroom time used to deepen the understanding through skill demonstration. In order to prepare yourself, your competency day transcript items must be completed prior to attending the event. Failure to complete the required in-services prior to the event will prevent admittance into the event as outlined in FHS policy.

Comments: Due to space limitations, participants must be scheduled in advance for their appropriate day and time slot to complete skill station assessments. If you cannot attend during your designated day and time slot, immediately contact your Unit Director and the Professional Development Department.

Note: This event has been moved to West campus conference rooms for 2022.

Prerequisite: Successful completion of assigned in-services related to event

Instructional Method: Seated with skill demonstration

Instructors: Professional Development Department

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: Appropriate work attire is required. All supplies will be provided for return skill demonstration.

Courses for Risk & Patient Safety Education— Free CEUs

Med-IQ (Formerly ELM Exchange)

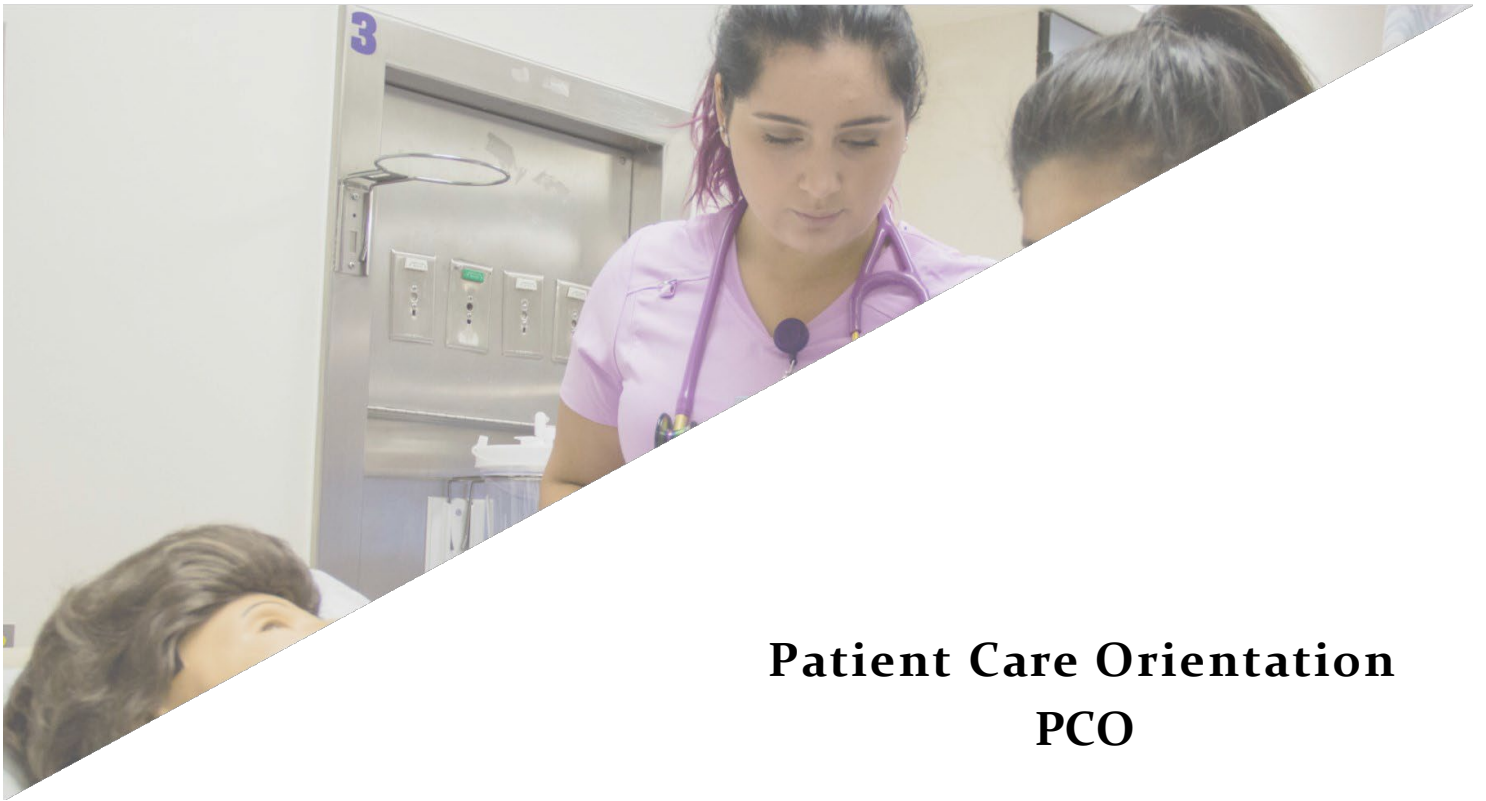
Med-IQ online courses are designed to provide Physicians/ Surgeons, Allied Healthcare Professionals and Registered Nurses a convenient opportunity to improve risk management and patient safety practices, while earning continuing education credit. To access a library of courses related to risk and patient safety, visit the website below.

Link: <https://hsg.med-iq.net/Security/Authentication/Login>



Remember: If you fail to un-enroll from a course, you may be required to pay the course agreement fee. Timeframe for un-enrollment is 48 hours prior to the course.

If you are unable to make it to a class you are scheduled to attend, please contact your manager to address the absence. Employees are encouraged to email professionaldevelopment@freemanhealth.com or text 417-347-6208 to notify Professional Development if they will not be in attendance.



Patient Care Orientation PCO

Patient Care Orientation (PCO)

Meditech™ Documentation Training Part I

Training of the Meditech™ documentation system used in the Electronic Health Record (EHR) of patients at Freeman Health System. Participants will learn and practice logging into Meditech, recognize and use the status boards to build patient lists, open the patient chart and review chart information, enter patient data on the worklist routine, write a note in the patient chart, and supply ordering for unit and patient needs.

Comments: This is a combined course instructing US, NT, SA, GN, LPN and RN positions.

Note: Basic computer skills are necessary to complete this training.

Prerequisite: None

Instructional Method: Seated

Instructors: Dan Belnap, MS

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: PCO participant handbook will be provided.

Dates: Dates coincide with FHS new employee orientation.

Meditech™ Documentation Training Part II

Training of the Meditech™ documentation system used in the Electronic Health Record (EHR) of patients at Freeman. Participants will learn and practice new orders from the status board, place written, verbal and telephone orders; enter new admission patient data in the summary routine; enter new admission patient data in the worklist routine; document and edit interventions and assessments at admission. Participants will understand and document on the following: end of shift summary; 24-hour chart review; medication review; transfusion administration recording; Foley care; Stroke care; MAR; plan of care; any transfer orders; and discharge processes.

Comments: This course is designed for US and RN positions only.

Note: Basic computer skills are necessary to complete this training.

Prerequisite: Meditech Training Part I

Instructional Method: Seated

Instructors: Dan Belnap, MS

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: PCO participant handbook will be provided.

Dates: Dates coincide with FHS new employee orientation.

Patient Care Orientation (PCO) Continued

Safe Patient Handling and Use of Lift Equipment

Students will observe and discuss the indications for use, and usage of hydraulic lift equipment including, but not limited to, Opera™, Tenor™, Encore™, Steady™, Maxi-Slide™, and Med-Sled™.

Providing Care for Specific Patient Populations

Caring for patients who have specific physical, emotional, spiritual, and social needs requires special training in these individual needs. This course addresses care of the patient through the continuum of life as well as addressing the need for sensitivity and compassion in certain populations (examples: ethnicity, race, religion, gender identity, sexual preference, abuse victims, cognitive impairment, or behavioral health).

Administration of Medications

All policies and procedures for administering medications are introduced and practiced through simulation with mannequins in the Clinical Simulation Lab.

Caring for Patients with Infections and Isolation Precautions

This course provides education and training of policies and procedures from the Freeman Health System Infection Prevention Guidelines. Students will provide care to mannequins in the simulation lab with identified infections that necessitate various types of personal protection wear, ranging from standard precautions to droplet protections. Students will engage in selecting the appropriate type of protective wear including gowns, mask, gloves, etc.

Care of the Patient in Seclusion or Restraints

This learning session introduces the policy for restraints and/or seclusion in Freeman Health System. The objective of this session is to ensure patient safety by defining the interdisciplinary team's roles and responsibilities in the care of the patient in the restraints.

Teamwork in Patient Care

Students will participate in scenarios in the Clinical Simulation Lab and use of video playback review to examine interpersonal skills in communication and compassion. This course focuses on building a teamwork system to improve collaboration and communication. Communication and teamwork skills are essential to the delivery of quality health care and to preventing and mitigating medical errors, patient injury and harm. Group discussions regarding patient engagement and peer to peer communication will be conducted based on video review. There will be some didactics, but mainly this course will be interactive and engaging.

Note: Participant performance will be evaluated using the Freeman 5 Star Promise.

Patient Safety in the Hospital Environment

Using Clinical Simulation, patient safety measures are identified and reviewed. Students will be guided to locate and understand potential safety risks to patients and visitors via simulation learning through use of clinical simulation scenarios.

All components of PCO:

Comments: This is a combined course instructing NT, SA, GN and RN positions

Prerequisite: None

Instructional Method: Seated

Primary Instructor: Kelli Blanton, MSN, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: PCO Participant workbook will be provided.

Dates: Dates coincide with FHS new employee orientation.

FREEMAN POLICY ALERT

All clinical staff from the following units will attend PCO: ICU (Joplin and Neosho); CVICU; Cardiology: Transitional Care unit; Cardiac Medical Unit; General Surgery; Ortho/Neuro; Emergency Department (Joplin and Neosho); Medical; Adult-Geriatric Behavioral Services; Float Pool; Acute Rehab Unit; Maternal Child; Admit Discharge Lounge, and Neosho Acute Care. Staff must attend all four consecutive days of PCO. Exceptions will be made when the standard work week is interrupted by a recognized holiday. Other exceptions may be made by the Director of Professional Development.

Unlicensed Assistive Personnel (UAP)

Nursing Assistant (Unlicensed Assistive Personnel-UAP)

This course meets the CMS requirements for hospital unemployed Unlicensed Assistive Personnel. When completed, students will have earned 75 hours of classroom experience and 100 hours of clinical practicum.

Essential skills for basic patient care: Participants will participate in the training of basic patient care needs including, but not limited to, hand hygiene, bathing, oral care, and personal care of the hospitalized individual. Participants will be taught essential skills in a simulation-based scenario utilizing mannequins for learning and practice. Participants will perform a bed bath, oral care, shampoo hair, and change the linen of a bed-ridden patient.

Nutrition and elimination: Participants will participate in learning activities that focus on assisting patients with feeding, meal-set up, accurate measurement of intake, and importance of nutrition and special diets in the hospital. Participants will be taught how to care for patients with catheters and other elimination devices used in healthcare settings. Simulation-based learning will demonstrate various needs and forms of elimination, specimen collection, and appropriate hygiene and skin care surrounding elimination needs.

Providing care for specific patient populations: Participants will participate in the care of the patient through the continuum of life as well as addressing the need for sensitivity and compassion in certain populations (example: ethnicity, race, religion, gender identity, sexual preference, cognitive impairment, psychiatric needs, and end of life care). Care of the patient requiring specific infection control needs (infectious disease isolation, reverse isolation in immunocompromised, use of appropriate personal protective equipment) is provided and participants will demonstrate the appropriate use of personal protective equipment.

Caring for the hospitalized patient: Participants will participate in the instruction on specific care that is provided to hospitalized patients including, but not limited to, hourly rounding, turning and positioning, skin care, measurement of vital signs, care of the patient with an IV, placement of telemetry lead wires, oxygen therapy, and specialty beds and equipment.

Patient safety in the hospital environment: Utilizing the Sim Lab, participants will observe for potential safety risks for all hospitalized patients. Simulation based learning and policy review involving patients on continuous observation, suicidal patients, confused patients, and patients experiencing emergencies will be demonstrated and practiced.

Teamwork and communication: This course uses video recording and playback of clinical patient scenarios in the Simulation Lab that focus on communication skills. These attributes will be evaluated in the simulation lab in scenarios dealing with patients, families, visitors, and other staff members. Participants will be evaluated on demonstration of compassion, communication, teamwork, professionalism, and ownership.

All components of UAP Course:

Prerequisite: None

Instructional Method: Seated

Primary Instructor: Kelli Blanton, MSN, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: N/A

Supplies: Participant workbook will be provided.

Dates: Please contact Human Resources for available course dates

Courses for Students & Graduate Nurses

Freeman Health Academy Finale Program (4th Semester)

The Freeman Health Academy (FHA) Finale Program is an externship in which nursing students who are currently in their fourth semester of nursing school can work under the direct supervision of a registered nurse preceptor. Finale participants will have the opportunity to complete up to seven 12-hour shifts with a registered nurse preceptor. In this role, participants are exposed to the everyday tasks and responsibilities of a professional nurse. In the Finale role, participants can carry out tasks under the direct supervision of a registered nurse preceptor as outlined per policy. FHA Finale program participants are encouraged to complete simulation-based education on the unit in which they are employed as a SA. Simulation based educational opportunities will be based on common diagnoses and situations within the facility to assist participants with the management of care. Participants seeking employment in a specific unit as a graduate nurse should complete the FHA Finale Program within that unit.

Program Instructor: Unit Onboarding Specialist

Date and Time: This nursing student opportunity is offered year-round. Apply today!

Freeman Health Academy ICU Finale Program (4th Semester)

The Freeman Health Academy (FHA) ICU Finale Program is an externship in which nursing students who are currently in their fourth semester of nursing school can work under the direct supervision of a registered nurse preceptor within the ICU. ICU Finale participants will have the opportunity to complete up to seven 12-hour shifts with a registered nurse preceptor within the ICU. In this role, participants are exposed to the everyday tasks and responsibilities of a professional nurse within the ICU. ICU Finale participants may carry out tasks under the direct supervision of an ICU registered nurse preceptor. Simulation based educational opportunities will be based on common diagnoses and situations within the ICU to assist participants with the management of care of an ICU patient. In order to be considered for an ICU RN Residency position, participants must successfully complete the FHA Finale Program within the ICU.

Program Instructor: Janay Jones, RN, BSN

Date and Time: This nursing student opportunity is offered year-round. Apply today!



American
Heart
Association®

AUTHORIZED
TRAINING
C E N T E R

American Heart Association®
Training

FREEMAN POLICY ALERT: Freeman Health System recognizes certification in Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS) through the American Heart Association. No other courses will be granted as course completion and/or be accepted for progressing from Basic Life Support to an advanced level

Basic Life Support (BLS) – 4 class offerings

AHA BLS for Healthcare Providers (Instructor Led)

AHA's BLS Course has been updated to reflect new science in the 2020 AHA Guidelines Update for CPR and Emergency Cardiovascular Care. The BLS course is designed to teach healthcare professionals how to perform high-quality CPR individually or as part of a team. Features: Course uses learning stations for practice of essential skills simulated clinical scenarios that encourage active participation- Hands-on class format reinforces skills proficiency -Classroom-based works well for learners who prefer group interaction and instructor feedback while learning skills

Instructional Method: Instructor Led

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$165

Supplies: Participant Manual to be picked up prior to class.

AHA BLS Instructor Course

Becoming an American Heart Association instructor is easy after consulting with an American Heart Association Training Center to find out whether the Training Center (TC) is accepting new instructors and the TCC's (Training Center Coordinator) preferred course delivery. The steps are simple – get started today!

1. Be accepted by your local AHA Training Center before enrolling in an Instructor Course and have a completed Instructor Candidate Application on file with that Training Center.
2. Have current AHA provider status in the discipline for that Instructor Course and be proficient in all the skills of that discipline.
3. Successfully complete the discipline-specific classroom Instructor Course.
4. Successfully be monitored teaching your first course within six months of completing the discipline-specific classroom Instructor Course. Training Center Coordinators can require additional monitoring.

Students must purchase online key prior to coming to this course

Prerequisite: Current BLS Provider Card

Instructional Method: Blended

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$225, **Instructor Renewal Cost:** \$110

AHA Family and Friends (2 hours, not a certification)

This American Heart Association course teaches the lifesaving skills of adult hands-on, adult CPR with breaths, child CPR with breaths, adult and child AED use, infant CPR, and mild and severe airway blocks for adults, children and infants. Skills are taught in a dynamic group environment using the AHA's research- proven practice-while-watching technique, which provides participants with the most hands-on CPR practice time possible.

Comments: No renewal is required with this course. Per American Heart Association, this course is geared towards administrative staff and/or the general public.

Prerequisite: None

Instructional Method: Blended

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$60

AHA Heartsaver Pediatric First Aid CPR AED (for Freeman Learning Center employees only)

The Heartsaver Pediatric First Aid CPR AED Course is designed to meet the regulatory requirements for childcare workers in all 50 U.S. states. It teaches child providers and others to respond to illnesses and injuries in a child or infant in the first few minutes until professional help arrives. The course covers child/infant CPR, child/ infant AED, child/infant choking, and pediatric first aid. Adult modules in CPR, AED and choking are optional.

Prerequisite: None

Instructional Method: Blended

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$165

Supplies: Participant Manual



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FREEMAN POLICY ALERT: Freeman Health System recognizes certification in Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS) through the American Heart Association. No other courses will be granted as course completion and/or be accepted for progressing from Basic Life Support to an advanced level

Advanced Cardiac Life Support (ACLS)

AHA ACLS (Instructor Led-2 day for new or expired certifications)

AHA's ACLS Course has been updated to reflect new science in the 2020 AHA Guidelines Update for CPR and Emergency Cardiovascular Care. This course builds on the foundation of lifesaving BLS skills, emphasizing the importance of continuous, high-quality CPR, high-performance team dynamics and communication, systems of care, recognition and intervention of cardiopulmonary arrest, immediate post-cardiac arrest, acute dysrhythmia, stroke, and acute coronary syndromes (ACS).

Comments: ACLS renewal must be completed every 2 years.

Instructional Method: Instructor Led

Instructors: Susan Garrison, RN

Prerequisite: ACLS online pre-test with a score of 70% or higher

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$225

Supplies: *Participant Manual* to be picked up prior to class.

AHA ACLS Instructor Course

The ACLS Instructor Course is designed to prepare instructor candidates to teach AHA instructor-led and blended learning courses. The course educates instructor candidates on how to adequately use AHA instructor teaching materials, ensure that participants meet learning objectives, offer participant coaching skills, provide an objective skills performance evaluation, and follow AHA instructor and course policies. The course covers core content and discipline-specific content required to teach AHA courses. Candidates who successfully complete the ACLS Instructor Course, followed by course monitoring, will receive a ACLS Instructor card, valid for two years.

Comments: ACLS Instructor renewal must be completed every 2 years.

Prerequisite: Current ACLS Provider certification

Instructional Method: Blended

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$225

Renewal Class Cost: \$110



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Pediatric Advanced Life Support (PALS)

AHA PALS (Instructor Led- 2-day)

The AHA's PALS Course has been updated to reflect new science in the 2020 AHA Guide- lines Update for CPR and ECC. This classroom, instructor-led course uses a series of videos and simulated pediatric emergencies to reinforce the important concepts of a systematic approach to pediatric assessment, basic life support, PALS treatment algorithms, effective resuscitation and team dynamics. The goal of the PALS Course is to improve the quality of care provided to seriously ill or injured children, resulting in improved outcomes.

Features:

Classroom-based courses work well for participants who prefer group interaction and instructor feedback while learning
Course includes realistic, clinical scenarios that encourage active participation – delivered through actual pediatric patient videos and lifelike simulations

Course is comprehensive and includes our systematic approach to assess and treat pediatric patients in emergency situations

Course uses a hands-on class format to reinforce skills proficiency Co-branded with the American Academy of Pediatrics (AAP)

Comments: PALS renewal must be completed every 2 years.

Prerequisite: Must pass PALS online pre-test with a 70% or higher

Instructional Method: Instructor Led

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$225

Supplies: *Participant Manual* to be picked up prior to class.

AHA PALS Instructor Course

The PALS Instructor Course is designed to prepare instructor candidates to teach AHA instructor-led and blended learning courses. The course educates instructor candidates on how to adequately use AHA instructor teaching materials, ensure that participants meet learning objectives, offer participant coaching skills, provide an objective skills performance evaluation, and follow AHA instructor and course policies. The course covers core content and discipline- specific content required to teach AHA courses. Candidates who successfully complete the PALS Instructor Course, followed by course monitoring, will receive a PALS Instructor card, valid for two years. PALS instructors are then able to teach PALS Provider and HeartCode PALS Hands-on Sessions, as well as the PEARS Instructor- led Course.

Comments: PALS Instructor renewal must be completed every 2 years.

Prerequisite: Current PALS Provider certification

Instructional Method: Blended

Instructors: Susan Garrison, RN

Required Employee Cost: \$0

Non-Required Employee/Community Cost: \$225

Renewal Class Cost: \$110

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