

This **full-day** or **half-day** orientation class is designed for all staff who require orientation to the following:

- **Order Entry patient-specific** – provided in the **afternoon** part of the **full-day** class **ONLY**
- MEDITECH-Patient Care Inquiry, Status Board, Allergy Entry
- Sovera
- Policy Library, Emergency & Disaster Management Site, Clinical Reference Library
- Basic MS Outlook® review (including access from home)
- Telephone Directory (online paging)
- eLearning Studio
- Other intranet sites, as required

Target Group:

- Business Clerks
- Managers/Coordinators
- Registered Nurses
- Registered Practical Nurses
- Allied Health
- Others - based on role

