<table>
<thead>
<tr>
<th>Labor Pool Provider</th>
<th>Local Phys. Leadership and PLP Steering Committee</th>
<th>MHPS</th>
<th>Practice Leadership</th>
<th>Local Med Staff Services Office</th>
<th>IT Access - Systems Access and Cerner Access</th>
<th>EHR Education and Clinical Informatics</th>
<th>Local On-Site Clinical Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begins Didactic Learning</td>
<td></td>
<td></td>
<td>Maintains Training and Competency Guide</td>
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<td></td>
<td></td>
<td>Plans Preceptor Shifts</td>
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<tr>
<td>Attends EMR Training and Orientation Appointment</td>
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<td></td>
<td>Schedules Preceptor Shifts and Arranges 1st Day Plans</td>
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<tr>
<td>Completes any Skills/Procedural Training as needed</td>
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<td>Arranges any Skills/Procedural Training as needed</td>
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<tr>
<td>Scheduled 1st Preceptor Shift</td>
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<td></td>
<td>Oversees 1st Preceptor Shift</td>
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<tr>
<td>Training Completed and Ongoing Skills Coordinated and Scheduled</td>
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<td></td>
<td>Provides support for deployed provider</td>
</tr>
<tr>
<td>Continual communication, assessment, and support</td>
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<td></td>
<td>Provides support for deployed provider</td>
</tr>
<tr>
<td>Tracks and submits deployment hours via COVID Budget</td>
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<td>Provides support for deployed provider</td>
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<tr>
<td>Completes Orientation and Documents Completion</td>
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<td>Provides support for deployed provider</td>
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<tr>
<td>Continued communication and support</td>
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<td>Provides support for deployed provider</td>
</tr>
</tbody>
</table>
**Objective:** To provide a general onboarding structure that includes relevant workflows and didactic educational support for internal medicine and family medicine providers in anticipation of Covid-19 emergency deployment.

**Orientation Overview:**
- *Hospital Based Training* – *(approximately 1.5 days)* – Focus will be on hospital/unit based workflows and inpatient management of internal medicine patients.
- *EHR Training* – *(approximately 0.5 days)* – Focus will be on navigating the electronic medical record including hospitalist specific workflows, documentation practices, and EHR power plans.
- *Didactic Education* – *(provider discretion)* – IM/FM providers will reference clinical education resources for common internal medicine diagnoses and critical care/Covid-19 topics as appropriate based on clinical experience and self-assessment of need.

**Hospital Based Training**

Local Medical Staff Services Office – Abbreviated Orientation and Onboarding
- **Cadillac Hospital:** Heather Lucas hlucas@mhc.net
- **Charlevoix Hospital:** Ange Gee agee02@mhc.net
- **Grayling Hospital:** Angela Rimer arimer@mhc.net
- **Kalkaska Memorial Health Center:** Teresa Smith tsmith9@mhc.net
- **Manistee Hospital:** Karen Miller kmiller@mhc.net
- **Munson Medical Center:** Katryna Glettler kglettler@mhc.net
- **Otsego Memorial Hospital:** Bridget Boynton bboynton@mhc.net
- **Paul Oliver Memorial Hospital:** Julie Bankston jbankston1@mhc.net

Inpatient management - Recommend provider is paired with an experienced hospitalist provider for management of internal medicine patients with focus on common internal medicine diagnoses (please see disease specific core competencies listed below).
- Review daily workflow (handoff practices, daily rounds, interdisciplinary team communication standards)
- Review location of commonly used hospital facilities (dictation/work rooms, cafeteria, ER, crash cart locations, etc)

**Resources:**
- Online Resources (up to date, hospital intranet resources)
- PPE Procedure (how to access PPE, donning and doffing procedures) MHC PPE Information Intranet Page

**EHR Training**
EHR Education Prep Work
Visit the EHR Education Website for preparatory and introductory work

EHR Education Training
You will be contacted by Clinical EHR Education to schedule your training Contacts:
- Cadillac Hospital: Michelle Spaulding mspaulding@mhc.net and Cayla Dungey cdungey@mhc.net
- Charlevoix Hospital: Elaine Whipp ewhipp@mhc.net
- Grayling Hospital: Bobbi Gusler bgusler@mhc.net and Cayla Dungey cdungey@mhc.net
- Kalkaska Memorial Health Center: Elizabeth Birgy ebirgy@mhc.net and Cayla Dungey cdungey@mhc.net
- Manistee Hospital: Rebecca Krolczyk rerkolczyk@mhc.net and Ross Vander Weele rvanderweele@mhc.net
- Munson Medical Center: Cayla Dungey cdungey@mhc.net
- Otsego Memorial Hospital: Christine Brege cbrege@mhc.net
- Paul Oliver Memorial Hospital: Kristi Johnson kjohnson@mhc.net

Clinical Informatics At-the-Elbow Support: 231-392-8609
Munson Healthcare HelpDesk: 231-935-6053
COVID related IT questions or special requests email: IT-IncidentCommand@mhc.net | 7:30am-5pm Call x30100 2247#

Core Competencies and Education Resources

<table>
<thead>
<tr>
<th>Competency</th>
<th>Resources</th>
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<tbody>
<tr>
<td>General competencies for inpatient hospitalist management:</td>
<td></td>
</tr>
<tr>
<td>Obtains accurate and comprehensive health history and physical exam. Formulates differential diagnosis and plan for common internal medicine diagnoses. Orders and interprets clinically relevant testing. Recognizes and manages critical clinical situations. Identifies need for consultant engagement. Documents appropriately.</td>
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</tbody>
</table>
Disease Specific Core Competencies  Cardiology
- Acute Myocardial Infarction/Acute Coronary Syndrome
- Heart Failure exacerbation
- HTN
- Afib/dysrhythmias
- Valvular Heart Disease
- Syncope

Pulmonary
- COPD exacerbation
- Respiratory failure—hypoxic and hypercapnic, NIPPV - Pneumonia

Infectious Disease
- Sepsis
- Meningitis
- Cellulitis
- Intra-abdominal infections

Neurology
- Stroke
- Seizures
- Delirium
- Pain management

Endocrine
- Diabetes
- DKA
- Adrenal Insufficiency
- Thyroid dysfunction

GI
- GI bleeding
- GI Obstruction
- Esophagitis
- Infectious processes (acute diverticulitis, cholecystitis, cholangitis, other)
- Hepatitis
- Pancreatitis

GU - Acute renal failure
- UTI

Heme - Anemia
- Coagulopathy
- VTE prophylaxis

Substance Use Disorders
- Alcohol Withdrawal
- Opioid Use Disorder

Consider accessing the following online resources for education related to the hospitalist disease specific core competencies:
- [Society of Hospital Medicine - Clinical Topics](#) ○ Practice Guides, webinars, resources for select clinical topics

- [UCSF Hospitalist Handbook](#) ○ Currently available for free download to mobile devices, provides clinical guidance for inpatient internal medicine

- [Louisville Lecture Series - Internal Medicine](#) ○ Internal medicine lecture series, searchable by topic.
  
  Available to view online or convert to podcast format.

- [Medcram YouTube Tutorials](#) ○ Online video tutorials detailing the pathophysiology and management of a wide variety of medical topics.
| Critical Care Education Resources for management of critically ill patients with acute respiratory failure | - American College of Physicians Critical Care Video Shorts  
- Society of Critical Care Medicine - Critical Care for the NonICU Clinician |
|---|---|
| Covid-19 MHC Published Documents | - Munson Healthcare Covid-19 Standard Workflow  
- Munson Healthcare Covid-19 Treatment Guidelines  
- Munson Healthcare Covid-19 Intranet Homepage |
| Covid-19 Online Education Resources | - American College of Physicians Covid-19 Guide and Resources |

- Recommend Review of Chapter 16 Resources: Clinical Care – Hospital  
- Society of Hospital Medicine Covid-19 Resources