

PROGRESSIONS

HUNTSVILLE HOSPITAL CORPORATE UNIVERSITY • 109 GOVERNORS DRIVE • HUNTSVILLE, AL • (256) 265-8025

Upcoming Conferences*

- 8/15 Palliative Care Summit
- 10/23 21st Annual Perinatal Conference

**Information is subject to change. For more details call (256) 265-8025, or visit us online:*



www.HuntsvilleHospital.org/Conferences

New Development Manager

Huntsville Hospital has a new Manager of Leadership and Employee Development, Heather T. Mitchell.

Heather has been with the organization for 5 years, and she has a deep commitment to providing opportunities for leadership and employee development for our workforce.

If you have a special development need for your team she can be reached at **(256) 265-2042** or by calling Corporate University at **(256) 265-8025**.



New Education Opportunities

In this edition there are several new classes and programs launching this spring.

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Welcome to **PROGRESSIONS**, a publication of Huntsville Hospital's Corporate University. Corporate University strives to offer in-depth, relevant, and informative educational programs for healthcare professionals and the community.



Nursing Residency Program Launches

Huntsville Hospital takes great pleasure in announcing that our New Graduate Nurse Residency Program kicked off on Thursday, February 20th, 2020. The Nurse Residency will accommodate all new graduate RNs and LPNs hired for Huntsville Hospital Main, Huntsville Hospital for Women and Children, and Madison Hospital.

The year-long program, developed and presented by Huntsville Hospital RN Educators, will consist of dynamic, monthly classes designed to support and nurture new graduates through their first year of employment. All sessions carry continuing education credit. Newly graduated nurses will be automatically registered for program sessions. The date, location and times of sessions will be communicated to students.

For more information contact the Clinical Nursing Practice team at (256) 265-9410. Welcome New Grads! We can't wait to meet you!

Nursing Residency Topics Include:

- Delegation
- Time Management
- Caring for Others
- Technology
- Social Media
- Cultural Diversity
- And a host of other topics.



Clinical Excellence • General Nursing

Basic LPN IV Therapy

This workshop, designed for LPNs interested in practicing IV therapy, consists of lectures, a written test, insertion techniques, and maintenance care. Upon successful completion of this course, the participant will have the basic skills for administering IV therapy. Space limited to 20. For HH LPN employees only.

Course #: CE53830319 **Contact Hours:** ABN CE 7.2
Instructor: Gwenda Guerin **Location:** 2nd floor Dowdle Center
Dates & Times: May 14, June 11, July 9, August 21 - 8:00 am to 3:30 pm

Basic EKG Review

This course, designed to refresh or improve cardiac monitoring skills, offers a general overview of the heart, teaches the five steps to interpret rhythm strips, introduces 20 basic EKG rhythms, and outlines appropriate nursing interventions for specific arrhythmias.

Course #: CE55150120 **Contact Hours:** ABN CE 3.6
Instructor: Various Instructors **Non-Employee Cost:** \$40
Date & Time for Madison Hospital:
 May 29 - 8:30 to 11:30 am
Date & Time for Huntsville Hospital:
 April 29, May 11, June 22, July 27, August 20 - 8:30 to 11:30 am

12 Lead EKGs: A Practical Approach

This class helps the participant learn the essential concepts needed to master the EKG. The class is designed to progress EKG knowledge from basic to advanced and includes anatomy and physiology, tables, mnemonics, rhythm strips and MI interpretations.

Course #: CE52380119 **Contact Hours:** ABN CE 4.8
Hours: 4.0 **Non-Employee Cost:** \$50
Please check NetLearning for class times

Back to Basics - An EKG/Telemetry Refresher

This course covers the heart's electrical conduction system, purpose and scope of telemetry, various families of cardiac rhythms (including death rhythms) and much more.

Course #: CE51390518 **Contact Hours:** ABN CE 4.6
Instructor: Carla Sims
Date & Time: May 6 - 2:30 to 5:00pm; July 17 8:00 to 10:00 am

Access Site & Groin Management

Class participants learn to identify common sites for vascular access, and how to achieve and maintain hemostasis in patients following access. If you have any questions, contact Paulette Berryman.

Course #: CE52390119 **Contact Hours:** ABN CE 2.4
Instructor: Paulette Berryman, paulette.berryman@hhsys.org
Dates & Times: May 5, June 8, July 6, August 3 - 8:00 to 10:30 am

Removal of Arterial and/or Venous Sheaths

This course will show the proper technique and procedure for removal of arterial and venous sheaths and groin management. If you have any questions, email Paulette Berryman.

Course #: CE53970619 **Contact Hours:** ABN CE 2.4
Instructor: Paulette Berryman, paulette.berryman@hhsys.org
Date & Time: May 5, June 8, July 6, August 3 - 10:30 to 12:30 pm
Prerequisite: Access Site & Groin Management

Intra-aortic Balloon Pump Management

This class covers the theory set-up and troubleshooting for the I.A.B.P.

Course #: CE51130918 **Contact Hours:** ABN CE 4.8
Instructor: Leigh Befort, RN, CES
Dates & Times: June 17- 9:00 to 12:30 pm



i-STAT Certification

i-STAT Certification Training is required for all hospital personnel who perform i-STAT testing. Students are taught POCT policies and procedures, including patient identification protocols, specimen collection and processing, reagent handling, analyzer function, test performance, test interpretation, and result reporting. For HH employees only.

Course #: LAB3900120 **Hours:** 2.0
Instructors: POC Staff
Dates & Times:
 April 16, May 14, June 11, July 9, August 6 - 7:30am to 9:30am

POC Glucometer Certification

This class is mandatory for all employees required to perform Point-of-Care Glucometry testing. This class is for HH employees only.

Course #: LAB3620118 **Hours:** 1.25
Instructor: POC Staff
Dates & Times: April 7, 21, May 5, 19, June 2, 16, 30, July 14, 28, August 11, 25 - 12:30 pm to 1:45 pm

EPOC Certification

Participants learn to identify components of EPOC System, describe how to collect a specimen, discuss use of reader, discuss the use of the Host and explain the maintenance. For Huntsville Hospital employees only.

Course #: LAB3890120 **Hours:** 2.0
Instructors: POC Staff
Dates & Times: April 14, 28, May 12, 26, June 9, 23, July 7, 21, August 4, 18 - 7:30 am to 9:30 am

Tubes & Drains

This class reviews different tubes and drains, as well as some trouble shooting and documentation tips. These tubes and drains include NG, ND, G-J, gastroonomy, chest tubes, Jackson-Pratt, Truclose, wound vac, bowel management system, foley, coudé, external and temp-probe catheters, & trach tubes.

Course #: CE52360119 **Contact Hours:** ABN CE 1.2
Instructor: Heather Thacker **Non-Employee Cost:** \$15
Dates & Times: May 12, June 9, July 21, August 18 - 8:00 to 9:00 am
Location: Simulation Lab Classroom

Recognition of Deterioration

This course is designed for RN, LPN, PCA, RT, and MD (or UAB students). This experience will consist of interactive scenarios simulating patient deterioration during which the students will gain exposure to the responsibilities that different roles carry out during a code situation. The goals include; recognizing signs/symptoms of deterioration, and activating the rapid response system. The instructor will utilize case studies to improve assessment and critical thinking skills. High fidelity SimMan will be utilized for simulated patient deterioration scenarios.

Course #: CE52870120 **Contact Hours:** ABN CE 1.8
Instructor: Heather Thacker
Date & Time: May 15, June 12, July 10, August 7 - 8:00 to 9:30 am
Location: Sim Lab - Dowdle 2nd Floor

Impella Device Management

This course helps prepare nurses for the patient management aspects of Impella devices, and the purposes of those interventions.

Course #: CE54410619 **Contact Hours:** ABN CE 2.7

Instructor: Heather McAllister

Location: Huntsville Hospital Main, 6N classroom

Date & Time: June 8 - 8:00 am to 10:30 am

Targeted Temperature Management

This course helps prepare nurses for the patient management aspects of Targeted Temperature Management, and the purposes of those interventions.

Course #: CE54420619 **Contact Hours:** ABN CE 2.1

Instructor: Heather McAllister

Location: Huntsville Hospital Main, 6N classroom

Date & Time: April 24, August 17 - 8:00 am to 9:45 am

Resolve Through Sharing[®]

Perinatal Bereavement Training for Healthcare Workers

This class is designed for nurses, doctors and other healthcare professionals that care for women coping with pregnancy loss. The topics of grief, mourning, and pregnancy attachment will be covered to provide sensitivity training and instruction on using the Resolve Through Sharing Perinatal Bereavement program.

Course #: CE53980519 **Contact Hours:** ABN CE 2.4

Instructor: Ashley Ray **Non-Employee Cost:** \$25

Date & Time: May 13, August 12 - 10:00 to 12:00 pm

STABLE Certification Course

This course helps organize details and intervention necessary to provide initial care to sick or premature infants. It is also designated to address care during the post-resuscitation/pre-transport stabilization period.

Course #: CE52450119 **Contact Hours:** ABN CE 9.7

Instructor: Greta Simmons **Location:** W&C Ground Floor Classroom

Date & Time: May 27, August 26 - 9:00 am to 5:00 pm

NICU 2.0

This course covers a systems approach to physiology, presentation, diagnosis, conditions, medications, and treatments for neonates.

Course #: CE52440119 **Contact Hours:** ABN CE 8.4

Instructor: Greta Simmons **Location:** W&C Ground Floor Classroom

Date & Time: September 23 - 9:00 am - 5:00 pm

Small Baby Class

This course covers presentation, diagnosis, conditions, medications, and treatment protocols for extremely low birth weight neonates.

Course #: CE52460119 **Contact Hours:** ABN CE 9.6

Instructor: Greta Simmons **Location:** W&C Ground Floor Classroom

Date & Time: June 24 - 8:30 am - 5:30 pm

Caring for Life: Clinical Community Series

Hospice Family Care is offering a monthly one-hour continuing education lecture for clinicians and social workers on a clinical topic. *The class topics will vary by session, and will be reflected in NetLearning.*

Course #: CE53990719 **Hours:** 1.0

Contact Hours: ABN CE 1.2; ANCC CE/SW 1.0

Dates & Times:

April 28, May 26, June 30, July 28, August 25 - 5:30 - 6:30 pm

Patient Care Aide (PCA) Entry

This 1-1/2 day course covers the basic training necessary to meet the job expectations for new employees in PCA role. This course is targeted to individuals who have no experience, or employees with identified training needs.

The first day is designed to cover topics such as transfer, aseptic, sterile technique, infection control, etc., that are needed for these roles. The 2nd day is designed specifically for PCA (patient care aides). This class is reserved for Huntsville Hospital employees only. PCA's are required to attend PCA Orientation Day (part of Clinical Orientation).

Limited to 12 participants. Employee only training.

Course #: CNP01410817+ **Hours:** 12.0

Location: Sim Lab - 2nd floor of Dowdle Center

Instructors: Emily Schultz

Dates & Times: April 23- 24; May 21-22; June 18-19; July 30-31; August 27-28

- Day 1 8:00 to 4:30 pm

- Day 2 8:00 am to 12:00 pm



The Making of a Mentor/Coach for RNs

This class covers what is expected from a new employee or student coach/preceptor. It includes a review of the RN orientation process, the paperwork and EMR documentation. It also discusses how to communicate with your orientee based upon their adult learning style. Attendees will be able to identify successful communication techniques to motivate and engage new employees and/or students. Examples of how to evaluate and document orientee's progress and managing the relationship of coach and orientee will also be presented.

Course #: CE52800219 **Contact Hours:** ABN CE 4.8

Instructors: Andrea Payne

Dates & Times:

June 9 - 12:00 to 4:00 pm; May 14 - 8:00 am to 12:00 pm

Bleed Control Course

This 1.5 hour class will cover the critical skills related to the Stop the Bleed String of Survival, provide hands on training for the critical moments after a crisis, and show how to best utilize critical tools in the Stop the Bleed kit. The course is free, and Stop the Bleed Kits will also be available to purchase.

Course #: CE5497119 **Contact Hours:** ABN CE 1.8

Instructor: Leaders in the Emergency and Trauma Teams

Location: Corporate University Classrooms

Date & Time: June 11 - 9:00 - 10:30am; August 20 - 1:00 to 2:30 pm

Clinical Excellence • Topics of Patient Management

This lecture series is designed for new Huntsville Hospital clinical personnel.

TOPM: Cardiac Module - Basics

The Cardiac Module covers congestive heart failure and myocardial infarction. Information includes disease process, core measures, and care of the patient. Simulation lab scenarios are presented in this class. Huntsville Hospital employees need to contact their educator to register for this class. For others, contact Alicia Pettis at alicia.pettis@hhsys.org.

Course #: CE53950519 **Contact Hours:** ABN CE 4.8
Instructor: Alicia Pettis **Non-Employee Cost:** \$50
Date & Time: April 29, June 1, July 31 - 8:00 am to 12:00 pm

TOPM: Diabetes Management

The class will cover statistics and complication of diabetes, symptoms of Type 1 & 2 diabetes and pattern management and treatment of diabetes.

Course #: CE52370119 **Contact Hours:** ABN CE 1.2
Instructor: Marlyse Knezevich
Dates & Times:
 May 14, June 11, July 9, August 13 - 8:00 to 9:00 am

TOPM: Hemodynamic Monitoring Module

This course includes review of cardiac physiology, pulmonary artery catheter, waveform pressure changes, cardiac performance, output and index, preload, afterload, contractility, set-up of hemodynamic monitoring system and case studies, diagnostic and treatment indications, drugs and other interventions, monitoring issues, set-up and insertion of PA-catheter and, aseptic technique for interventional procedures. Huntsville Hospital employees need to contact their educator to register for this class. For others, contact the instructor, Leigh.Befort@hhsys.org.

Course #: CE52410119 **Contact Hours:** ABN CE 3.3
Instructor: Leigh Befort **Non-Employee Cost:** \$30
Date & Time: June 17 - 1:30pm to 5:30pm
 May 20 - 9:00am to 1:00pm

TOPM: Managing Peripheral IVs and Central Vascular Access Devices

This course teaches advanced IV techniques, including strategies for dealing with complications, accessing difficult veins, reviewing different central vascular access devices, and the care and maintenance of peripheral IV's, PICC's, and implanted catheters. For HH RN and LPN employees only.

Course #: CE53530219 **Contact Hours:** ABN CE 4.8
Instructor: Gwenda Guerin **Location:** Sim Lab - Dowdle Center
Date & Time: May 13, June 24, 25, 26, July 8, 22, 23, August 19 - 8:00 to 11:00 am

TOPM: Neurology Module-Basic

This class will cover neuro-assessment from a simple basic exam to a full detailed exam for a critically ill neuro-patient. Also, the most common neuro emergencies, strokes and seizures, will be reviewed including pathophysiology, diagnosis and treatments. *Huntsville Hospital employees need to contact their educator to register. For others, contact the instructor.*

Course #: CE54000619 **Contact Hours:** ABN CE 2.4
Instructor: Geneva Llewellyn, geneva.llewellyn@hhsys.org
Non-Employee Cost: \$50
Date & Time: May 7, June 11, July 16, August 20 - 8:00 am to 10:00 am

TOPM: Neurology Module-Advanced

The first 2 hours of this class will be Neurology-Basic. The second half of the class focus on neuro-traumatic injuries including head and spinal injuries, care of patients with increased intracranial pressure (ICP) and ICP monitoring. *Huntsville Hospital employees need to contact their educator to register. For others, contact the instructor.*

Course #: CE54010619 **Contact Hours:** ABN CE 4.5
Instructor: Geneva Llewellyn & Lisa Anderton
Non-Employee Cost: \$50
Date & Time: May 7, June 11, July 16, August 20 - 8:00 to 12:00 pm

TOPM: NxStage Critical Care Management Class

This course builds a working knowledge of the components and concepts of the NxStage System One. Students will perform basic skills of system operation including monitoring, documentation and alarm trouble-shooting. The class is followed by a student demonstration of skills.

Course #: CE51270518 **Contact Hours:** ABN CE 2.4
Instructor: Max Tunstill, RN CDN
Date & Time: May 14, July 9 - 10:00 am to 2:00 pm

TOPM: Procedural Sedation Analgesia

This course will help prepare employees to identify sedation levels by assessment, list monitoring parameters, identify medications used in sedation, and understand discharge criteria.

Course #: CE53270119 **Contact Hours:** ABN CE 1.2
Instructor: Kevin Paschal
Date & Time: May 8, June 19, July 17, August 14 - 8:30 to 9:45am

TOPM: Pulmonary Module

This course covers pulmonary A & P, respiratory assessment, diseases, interventions and treatment. The second part covers ventilator management and the SAD protocol. *Huntsville Hospital employees need to contact their educator to register. For others, contact the instructor at maria.rachuonyo@hhsys.org.*

Course # for Basic Only#: CE52310119
Basic & Advanced: CE52300119 **Instructor:** Maria Rachuonyo
Contact Hours: Basic only - ABN CE. 2.5 and Basic & Adv. ABN CE 4.3;
Date & Time:
 May 20, June 17, July 22, August 19 - Basic - 8:00 to 10:20 am;
Basic & Advanced:
 May 20, June 17, July 22, August 19 - 8:00 am to 12:00 pm

TOPM: Rapid Sequence Intubation

This course will prepare employees to define RSI in emergent airway management, review anatomical considerations for airway intervention and explain the process for RSI. For Huntsville Hospital employees only.

Course #: CE53260119 **Contact Hours:** ABN CE 1.2
Instructor: Kevin Paschal
Dates & Times:
 May 8, June 19, July 17, August 14 - 10:00 - 11:00am

TOPM: The Renal Management

The class will cover nursing assessment of normal renal functions; define, compare, assess acute, and chronic renal failure and discuss case studies.

Course #: CE52340119 **Contact Hours:** ABN CE 1.2
Instructor: Max Tunstill
Date & Time: May 14, June 11, July 9, August 13 - 9:00 to 10:00 am

TOPM: Stop Sepsis: Sepsis Pathophysiology and Sepsis Screening

This course will prepare nurses on early recognition of sepsis, sepsis screening, and sepsis core measure requirements.

Course #: CE53910519 **Contact Hours:** ABN CE 2.4
Instructor: Carissa Hicks
Date & Time:
Huntsville Hospital: April 23, May 21 - 1:00 to 3:00 pm
Madison Hospital Classes May 22 - 1:00 to 3:00 pm

TOPM: Skin Care/ Basic Wound and Ostomy Care

This course will prepare nurses to identify pressure injury stages and understand wound assessment, and the vital components of the healing. The course also covers documentation, the braden scale, and psychosocial issues experienced by an ostomate.

Course #: CE53370119 **Contact Hours:** ABN CE 2.4

Instructor: Cyndy McCombs

Madison Hospital: April 8, July 22 - 7:30 to 10:30am;

Huntsville Hospital: May 20, June 17, July 15, August 19 - 12:30 to 3:00pm

Trauma Nursing Core Course - Provider (4-year Certification)

This 2-day course sponsored by the Emergency Nurses Association is designed to provide ED/Trauma nurses with the necessary psychomotor skills and knowledge associated with the delivery of emergency care to the trauma patient. It is recommended that participants have one year of emergency/trauma experience. For more information, please email Eddie West at eddie.west@hhsys.org.

Course #: ABNP0027 **Contact Hours:** CE 17.65

Instructor: Eddie West

Dates & Times: May 28 & 29; August 27 & 28;
from 7:00 am to 5:00 pm each day

Employee Cost: \$175 (RN); \$150 (LPN & EMT)

Non-Employee Cost: \$255 (RN - Non - ENA member);
\$190 (RN - ENA member); \$150 (LPN & EMT)

American Heart Association • BLS**AHA BLS Initial**

This American Heart Association course is designed for the healthcare professional, and covers Adult, Child and Infant CPR; barrier device skills & use of AED. Participants complete the written test at the end of the course. First Aid is not offered within this course.

Course #: BLS-1501 **Hours:** 7.0

Instructors: Bruce Askins

Dates & Times: April 3, 4, 18, May 1, 2, 15, 16, June 6, 12, 26, 27, July 11, 24, 25, August 7, 8, 15, 21 - 7:45 am to 4:30 pm

Special Note: All enrollments not filled 10 minutes before the class start time, will be filled by walk-ins on a first-come, first-serve basis.

AHA BLS Renewal

This AHA course is designed for the healthcare professional, and covers Adult, Child, and Infant CPR; barrier device skills & use of AED. This renewal class reviews all materials in the class, as well as providing time to practice skills prior to the skills check; written test is administered at the end of the class. Participants need to bring their expiring BLS card.

Course #: BLS-1502 **Hours:** 3.0

Instructor: Cindy Schwartz

Dates & Times: July 18 - 7:30am to 11:30am; 1:00 to 5:00pm

- April 1, 8, 22, 29, May 6, 13, 20, 27, June 2, 3, 10, 17, 24, 25, July 1, 8, 15, 22, 29, August 5, 12, 19, 26, - 8:00 am to 11:00 am
- April 1, 8, 22, 29, May 6, 13, 20, 27, June 2, 3, 10, 17, 24, 25, July 1, 8, 15, 21, 22, 29, August 5, 12, 19, 26 - 12:30 pm to 3:30 pm
- April 2, June 11, July 9 - 6:00 pm to 9:30 pm

Supplies: BLS for Healthcare Provider Student Manuals are available for purchase at the Corporate University office.

AHA BLS Heartsaver First Aid Class

This course is a classroom, video-based, instructor-led course that teaches students critical skills to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrives.

Course #: BLS-05 **Hours:** 4.0

Instructor: Bruce Askins

Date & Time: June 25 - 6:00 pm to 10:00 pm.

Employee Cost: \$40 **Non-Employee Cost:** \$50

Quality**HRO: Putting Patient Safety Culture to Work**

This three hour class is designed for all employees of the Health System, covering high-reliability practices to improve safe, effective, patient-centered care. The course imparts the importance of and use of Universal Relationship Tools and Reliability Tools for all members of the workforce. The three hour class also provides opportunities to use the Universal Relationship Tools and Reliability Tools in instructor led activities.

Course #: CE54580819

Contact Hours: ABN CE 3.60, ANCC CE 3.00

Date & Time: Please check NetLearning for class times and locations

**Quality • Accreditation Series****Accreditation Briefing**

These 30 minute sessions are offered exclusively to Huntsville Hospital employees. The instructor covers the current changes in the Joint Commission and CMS rules, problematic survey areas, and standards and Medicare Conditions of participation to maintain survey readiness.

Course #: CE54020819

Contact Hours: ABN CE 0.25

Instructor: Lyn Tipton

Locations:

- Huntsville Campus - Quality Conference Room
- Women & Children Campus - Ground Floor Classroom
- Madison Campus

Times and dates will be in NetLearning, and posted on Pulse.

Accreditation Update

During this class, participants will examine Joint Commission and CMS Survey readiness, learn of interventions to maintain continuous readiness, and discuss environment of care and Life Safety issues that affect a survey. This course is offered to Huntsville Hospital employees only.

Course #: CE50900518

Contact Hours: ABN CE 1.2

Instructor: Lyn Tipton

Times and dates will be in NetLearning, and posted on Pulse.

AHA Heartsaver Pediatric First Aid & CPR/ AED Class

This course is a classroom, video-based, instructor-led course that teaches students critical skills to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrives. This class covers adult, child, and infant CPR.

Course #: BLS-05.5

Hours: 8.0

Instructor: Bruce Askins

Date & Time: August 22 - 8:00 am to 5:00 pm.

Employee Cost: \$40 **Non-Employee Cost:** \$50

AHA BLS Instructor Class

This course is designed for BLS students with very good BLS skills and a desire to teach others how to save lives. Prerequisites for this class must be met before the candidate is eligible for enrollment through the AHA training center at Huntsville Hospital. This class also requires the student to be monitored within 90 days of the class at the HH training Center, teaching a BLS full day class. For more information 256-265-8025.

Course #: CE51290420

Hours: 8.0

Instructor: Bruce Askins

Non-Employee Cost: \$300

Date & Time: April 18, July 10- 7:45 am to 6:00 pm

AHA PALS • Pediatric Advanced Life Support

Special Sunday Sessions AHA BLS Renewal Classes

As our facility has grown, the need for more BLS classes has increased. To meet this need, we have added some BLS renewal classes on select Sunday afternoons. Registration available in Netlearning.

Course #: BLS-1502 **Hours:** 3.0 **Instructor:** Ken Ortlepp

Date & Time: April 5, 26, May 3, 17 from 12:30pm to 3:30pm

Supplies: BLS for Healthcare Provider Student Manuals are available for purchase at the Corp. University office.



Community AHA Classes

Community AHA BLS Initial

This AHA course is designed for the healthcare professional, and covers Adult, Child and Infant CPR, and barrier device skills. Participants complete the written test at the end of the course. First Aid is not offered within this course.

Course #: CU10030618 **Hours:** 7.0

Instructor: B. Askins

Non-Employee Cost: \$60; \$55 with student ID

Date & Time: May 9 - 7:45 am - 4:30 pm

Special Note: All enrollments not filled 10 minutes before the class start time, will be filled by walk-ins on a first-come, first-serve basis.

Community AHA BLS Renewal

This AHA course is designed for the healthcare professional, and covers Adult, Child, and Infant CPR, and barrier device skills. Participants should complete the online Heartcode BLS course (\$23) prior to attending. This online portion will provide a review as well as administer the written test. It may be found at online www.AHA.org.

Course Completion Certificate should be printed and brought to class. Students will also need to bring their expiring BLS card.

Course #: CU10040618 **Hours:** 4.0

Instructor: Bruce Askins

Non-Employee Cost: \$35

Date & Time: April 30 - 6:00 pm to 10:00 pm

Supplies: BLS for Healthcare Provider Student Manuals are available for purchase at the Corp. University office.

To register for these classes, call Huntsville Hospital Corporate University at (256) 265- 8025

AHA PALS Provider

This course for the Healthcare Professional covers Pediatric cardiovascular rhythm interpretation, cardiovascular drug therapy, airway management skills, shock therapy, and other skills. This is a 2-day course. **Prerequisite:** PALS online pre-test; go to www.heart.org/eccstudent. In the "Enter code from manual" window; type "pals15", click "submit", choose "pre-course Self assessment", and proceed with the test. Must have score of 70 or above.

Course #: CE55340120

Contact Hours: ABN CE 8.3; ANCC CE 6.0

Date and Time:

April 16 & 17; August 6 & 7 -

- Day 1, 7:30 a to 5:00 pm & Day 2, 7:30 am - 1:00pm

Employee Cost: \$100 (if not required for your work)

Non-Employee Cost: \$200 **Affiliates Cost:** \$195

Supplies: Handbook \$30; Textbook \$40

AHA PALS Review

This 3-hour course helps the healthcare provider review pediatric cardiovascular rhythm interpretation, cardiovascular drug therapy, airway management skills, shock therapy, and other skills. This is a preparatory class for the 2-day PALS initial certification course and a refresher adjunct to the PALS MegaCode skills station checks-off.

Course #: CE51161018 **Contact Hours:** ABN CE 3.6

Instructors: Angela Renfroe; Rosita Karigan

Date & Time: April 14, August 4 - 9:00 am to 12:00 pm

Non-Employee Cost: \$50

AHA PALS HeartCode Part I (~4-8 hours online)

A web-based, self-paced didactic course, with the written test included. The course can be taken from any computer throughout the facility. Once the Part I online course is done, the student must complete another online module on the Zoll defibrillator and then enroll him/herself in the Skills Check associated with that certification within 60 days. **Prerequisites:**

- BLS for Healthcare Provider certification
- More in-depth PALS course materials can be purchased at Corporate University's administrative office

Supplies: \$30 (Handbook) and/or \$45 (Textbook)

Employee Cost (if not covered by unit)

Non-Employee Cost: \$132 + \$75 skills fee + supplies (as needed)

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

Computers available at Corporate University M-F 8:00 am to 4:00 pm.

AHA PALS MegaCode Skills Check Off

(with optional BLS Skills Check Off)

This course is the completion of PALS HeartCode Renewal after PALS HeartCode Part 1. Students have 60 days to complete skills check-off after finishing Part 1 and receiving the certificate of completion. For non-employees, to register, contact Rosita Karigan via email at rosita.karigan@hhsys.org.

Course #: PALS-7000412 **Instructor:** Angela Renfroe

Date & Time:

- May 7 -
Times: 7:30 to 9:00 am, 9:00 to 10:30 am, 10:30 to 12:00 pm
- April 7, May 6, June 23, July 14, August 11 -
Times: 7:30 to 9:00 am; 9:00 to 10:30am; 10:30 am to 12:00 pm; 1:00 to 2:30 pm; 2:30 to 4:00 pm; 4:00 to 5:30 pm
- August 27 -
Times: 1:00 to 2:30 pm; 2:30 to 4:00 pm; 4:00 to 5:30 pm

Non-Employee Cost: \$75

AHA ACLS • Advanced Cardiovascular Life Support



AHA ACLS Provider

This 2-day course for the healthcare professional covers adult cardiovascular arrhythmia recognition, brain attacks, cardiovascular drug therapy, airway management skills, shock therapy, and AED skills. **Prerequisite:** ACLS online pre-test; go to www.heart.org/eccstudent. In the "Enter code from manual" window; type "ACLS15", click "submit", choose "pre-course Self assessment" and proceed with the test. Must have score of 70 or above.

Course #: CE55380120

Contact Hours: ABN CE 12

Date & Time: May 14 & 15; July 9 & 10; - Day 1 - 8:00 am to 5:00 pm & Day 2 - 7:30 am to 1:00 pm

Employee Cost: \$100 (if not required for your work)

Non-Employee Cost: \$200

Affiliates Cost: \$195

Supplies: \$40 ACLS Textbook; \$30 ECC Handbook

AHA ACLS Review

This course helps individuals prepare for the ACLS Provider Course through review of algorithms, major medications used, and basic EKG rhythm interpretation. A megacode practice and practical tips for successfully completing the ACLS class are also included.

Course #: CE55180120

Non-Employee Cost: \$50

Contact Hours: ABN CE 4.8, ANCC CE 4.0; ANCC Pharm.. 1.0

Date & Time: May 12, July 7 - 9:00 am to 1:00 pm

AHA ACLS HeartCode Part I (~4-8 hours online)

This course is a web-based, self-paced didactic course, with the written test included. Once the Part I online course is done, the student must complete another online module on the Zoll defibrillator and then enroll him/herself in the Skills Check associated with that certification within 60 days.

Prerequisites:

- BLS for Healthcare Provider Student certification
- In-depth ACLS course materials can be purchased at Corporate University's administrative office

Supplies: \$30 (Handbook) and/or \$40 (Textbook)

Employee Cost (if not covered by unit)

Non-employee Cost: \$132 + \$75 skills fee and supplies (as needed). AHA ACLS online module for non-employee must be purchased from AHA.

Note: Basic computer skills are necessary to complete this on-line training. Computers available at Corporate University Monday through Friday from 8:00 am to 4:00 pm.

AHA ACLS MegaCode Skills Check Off

(with optional BLS Skills Check Off)

This course is the completion of ACLS HeartCode Renewal after ACLS HeartCode Part 1. Students have 60 days to complete skills check-off after finishing Part 1 and receiving the certificate of completion. For non-employees, to register, contact Rosita Karigan via email at rosita.karigan@hhsys.org.

Course #: ACLS-7001011

Instructor: Angela Renfroe

Date & Time:

April 20, 28, May 5, 18, 28, June 22, July 13, 29, August 10, 31 -
Times: 7:30 to 8:30 am; 8:30 to 9:30 am; 9:30 to 10:30am; 10:30
Times: 11:30 am; 12:30 to 1:30pm; 1:30 to 2:30 pm; 2:30 to
3:30pm; 3:30 to 4:30pm; 4:30 - 5:30 pm

June 16, July 30

Times: 7:30 to 8:30 am; 8:30 to 9:30 am; 9:30 to 10:30am; 10:30
-11:30 am

Non-Employee Cost: \$75

American Heart Association eCards

Huntsville Hospital's American Heart Association Training Center no longer provides a physical card to students upon the successful completion of their class, but instead students receive an eCard. This new process allows a student to access their records of certification at any time.

Steps Involved to Claim an eCard:

After successfully completing an American Heart Association (AHA) class, an email will be sent to each student to access their eCard, which is proof of successfully receiving/renewing their certification. When students go to class they need to make sure that their preferred email address has been captured.

1. Open the AHA email sent to you, and click on the link
2. Complete the personal information, account set-up (if this is your first eCard), and evaluation of the class.
3. The system will prompt you to open and print your eCard.
4. Choose to print the **Full Size Card** for HH records.
5. Save the link to re-print your card if needed.

Employees completing AHA classes at the Huntsville Hospital Training Center will be automatically recorded in NetLearning. If a student has a question feel free to call Corporate University at (256) 265-8025, or email eCard@hhsys.org.

Personal Development



Personal Safety

Management of Aggressive Behavior Introduction & Recertification

During the recertification MOAB class, participants will go through two hours of renewal training on how to recognize, reduce, and manage violent and aggressive behavior.

Course #: CE52820119 **Contact Hours:** ABN CE 4.8

Huntsville Hospital Dates & Times:

May 12, Aug. 5 - 8:00 am to 12:00 pm

Apr. 6, May 4, 8, Jun. 11, Jul. 15 - 7:30 to 11:30am

Madison Dates & Times:

May 15, July 15 - 7:30 - 11:30; June 15 - 12:30 to 4:30pm;

May 14, June. 12, July 14, August 13 - 7:30 to 11:30am

MOAB: Intro Basic with Strategies for Controlling & Restraining Aggressive Behavior

Participants will go through an in-depth training program which teaches individuals how to recognize, reduce, and manage violent and aggressive behavior. This certified course requires renewal every 2 years.

Course #: CE53170119 **Contact Hours:** CE 7.2

Please check NetLearning for dates and times.

Escape Eight

This class will cover escape techniques useful in application in the hospital setting. The emphasis of techniques covered in the this class emphasize escape/evade, not patient take down. Techniques covered may include: desensitizing touch, basic escort, wrist grab, hair pull, biting, and choke.

Course #: CNP01940120 **Hours:** 2.0

HH Instructors: Kristen Oglesby, Dallas Ryan

Madison Instructors: J. Hagovsky, A. Freeman, J. Lyon, R. Scott

Huntsville Hospital Dates & Times:

Apr. 6, May 4, 8, Jun. 11, Jul. 15, 23, Aug. 24 - 12:30 to 2:30pm

Madison Dates & Times:

May 14, June 12, July 14, August 13 - 12:00 to 2:00pm



REACH for BALANCE

EMPLOYEE DEVELOPMENT SERIES

Huntsville Hospital provides this series of courses as a support for employees to focus on personal development and add more balance to their busy lives. These courses are meant to help individuals juggle busy work lives with busy home schedules. The goal is to continue to Reach for Balance!

Course #: CE454640120

Credit: ABN CE 1.8

- **What to Do When; How to Help When Life Gets Hard**
May 13 - 2:00 pm to 3:30 pm, featuring Cate Ange, RN
- **A Beginner's Guide to Investing**
June 11 - 9:00 am - 10:30 am, featuring BBVA Compass Bank
- **Purposeful Parenting: Stress Less & Connect More**
July 15 - 9:00 am - 10:30 am, featuring Marilyn Lands, M.S.
- **Best Foot Forward**
August 18 - 11:00 pm - 2:30 pm, featuring Dr. David Kyle, DPM

Employees can register for these classes in NetLearning.

Personal Growth

Anger Management

This course helps the participant identify how anger affects a person's life, how anger can escalate, how to deal with an angry partner, and strategies for reducing anger.

Course #: CE50920718

Contact Hours: ABN CE 1.0

Instructor: Marisa Kennemer

Date & Time: Please check NetLearning for class times and locations

Compassion Fatigue: Are You Running on Fumes?

This course is designed to provide an overview of the symptoms, causes and risk factors of compassion fatigue, and offer tips and tools for healing and prevention.

Course #: CE55810120

Contact Hours: ABN CE 1.0

Instructor: Marisa Kennemer

Date & Time: July 16 - 10:00 - 11:00am

Tools for Developing Positive Psychology

This class will help attendees learn ways to become more optimistic and cultivate positive emotions to improve their life experience.

Course #: CE52900119

Contact Hours: ABN CE 1.0

Instructor: Juli Langford

Date & Times: May 12, Aug. 4 - 8:00 to 9:00 am

Stress Management

This class helps identify healthy and unhealthy coping behaviors, and learn practical things to do to alleviate stress.

Course #: CE52840119

Contact Hours: ABN CE 1.0

Instructor: Marie Hodges

Date & Time: June 17 - 12:00 - 1:00pm

Understanding Social Security

Representatives from the Huntsville office of the Social Security Administration will cover Medicare and retirement benefits. Become familiar with online capabilities and the information available.

Course #: CU9810519

Hours: 1.0

Instructor: Kellie Booth

Dates & Times: August 12 - 9:00 to 10:00 am, or 2:00 to 3:00 pm

Professional Development



Building Personal Professionalism

Professionalism: Reach Your Potential

Professionalism is foundational to lasting success in healthcare and in life. Participants will discuss and apply principles proven to help you be your best. This includes how to communicate in a positive, professional manner; how to develop positive relationships across the healthcare team; how to demonstrate respect; how to be assertive not aggressive; how to assess yourself as a professional and set goals for your future.

Course #: CE54070719 **Contact Hours:** ABN CE 2.4

Instructor: Lydia Cole **Non-Employee Cost:** \$30

Date & Time: July 16 - 9:00 am - 11:00 am



Increasing Cultural Sensitivity in the Healthcare Environment

This course introduces employees to the diverse cultural make-up of our community and identifies how different cultures perceive medical emergencies and therefore what barriers may influence the care of foreign-born patients. Learn how to conduct a proper assessment of the diverse patient and review best practices for enhancing communication.

Course #: CE52830119 **Contact Hours:** ABN CE 1.2

Instructor: Maya Vasileva

Dates & Times: June 9, September 8, December 1 - 10:00 to 11:00 am



HCAHPS Series: Improving Your Scores

This series is provided to share strategies for improving HCAHPS scores. Managers will learn methods used to measure customer service effectiveness, and strategies for increasing specific categories of HCAHPS scores. Featuring Lynn Lee, each course carries leadership credit.

Course #: CE54780719 **Contact Hours:** ABN CE 1.8

Times: 1:00 pm to 2:30 am

- May 6 **Global Questions: Overall Hospital Rating & Recommendations**
- June 9 **Communication about Medications**
- July 8 **Pain Management, Cleanliness of Room, Quietness**
- August 5 **Improving Nurse Communication**



Computer Skills

EPSI New User Training

The objective of this course is to introduce new users to the EPSI software, and it is designed for management/staff that have been given access to the program. The class reviews accessing and drilling down on various financial metrics, as well as how to run reports and look for trending. These skills are developed in this class.

Course #: BUS0671119 **Hours:** 1.5

Instructor: John Higginbotham, Misty Hankins

Date & Time:

April 20, May 18, June 15, July 20, August 17 - 10:00 to 11:30 am

Kronos Introduction Class

The objective of this course is to introduce new time and attendance editors to the Kronos employee software. The class will cover time editing, ETO, transferring time to another department, correcting missed time punches, coding for budget hours, moving pay codes, editing holiday pay, worker's compensation, and much more.

Course #: BUS0681219 **Hours:** 3.5 hours

Instructor: Scotty St. Clair

Please check NetLearning for class availability or contact the instructor.



Navigating Insight: Quality Benchmarking & Dashboard Reporting

The objective of this course is to introduce the Insight program to management/staff that have been given access to the program. The class reviews accessing and drilling down on various dashboard scores, as well as how to run reports and look for trending. These skills are developed in this class in order to share critical data with staff.

Course #: CE43330718 **Contact Hours:** ABN CE 1.8

Instructor: Richard Ivey and Rachel Stewart

Date & Time: July 23 - 8:30 am to 10:00 am



Class counts toward the annual goal for Huntsville Hospital Leaders.

NetLearning Classes : The Superuser Role

Corporate University is offering a class for educators/managers that are new to the role of a NetLearning NetManager, or need a refresher. This one-on-one session will cover assigning and monitoring education, basic reporting options, recording attendance, and best practices in creating education and curriculum. This course is for HH NetManagers only. **Date & Time:** To schedule a one-on-one class, call (256) 265-8025.

Microsoft Excel I/II - Basic/Intermediate

This course reviews toolbars, menus, using a worksheet, formatting a worksheet, basic formulas and functions, formatting cells, core functions, data manipulation, and some charting. Course is open to HH employees only.

Course #: CU10060119 **Hours:** 1.5

Instructor: Elise Taylor

Date & Time: May 14, August 7 - 9:00 to 10:30 am

Supplies: \$5 (quick reference guide)

Microsoft Word

This course reviews the basic functions, and capabilities of Microsoft Word, including: toolbars, menus, formatting, page set-up and proofing tools, advanced formatting tools, tables, drawing tools. For Huntsville Hospital employees only.

Course #: CU9920118 **Hours:** 1.5

Instructor: Elise Taylor

Date & Time: May 14 - 1:00 to 2:30pm, August 6 - 9:00 to 10:30 am

Supplies: \$5 (quick reference guide)

Microsoft PowerPoint

This course introduces the core ways to utilize Powerpoint. This hands-on class covers the functionality of menus, building presentations, creating templates, presentation tips, animations, using multi-media materials, tables, and other best practices.

Course #: CU9930118 **Hours:** 1.5

Instructor: Elise Taylor

Date & Time: May 15 - 9:00 to 10:30 am; August 6 - 1:00 - 2:30pm

Supplies: \$5 (quick reference guide)

Leadership Development • Management Skills

(Please note, class dates are subject to change)



HR Legal Courses

Legal Matters: Bullying in the Workplace

This course provides leaders with a better understanding of how to recognize and combat workplace bullying; and legal issues surrounding this management challenge. Faculty members are attorneys specialized in employment law, from the Baker Donelson law firm.

Course #: CE51170718 **Contact Hours:** ABN CE 1.2

Instructor: Rachel Barlotta/ Jenna Bedsole

Dates & Times: May 27, August 19 - 8:30 am to 10:00 am



Legal Matters: ADA & Retaliation, What You Need to Know

In this interactive course, you will learn about the Americans with Disabilities Act and how best to comply with it. This class will cover how the law protects employees in defined "protected classes", and how leaders can help them too. The course also covers retaliation – what it means, what it looks like and how not to retaliate. The course provides insight on how harassment fits into the challenges of accommodation in the workplace. Faculty members are attorneys specialized in employment law, from the Baker Donelson law firm.

Course #: CE55710220 **Contact Hours:** ABN CE 1.8

Instructor: Rachel Barlotta/ Jenna Bedsole

Date & Time: May 27, August 19 - 2:00 pm to 3:30 pm



Legal Matters:

Managing Employees in a Challenging Environment

This course provides leaders with a better understanding of legal issues associated with managing challenging employees while keeping legal risks to a minimum. Faculty members are attorneys specialized in employment law, from the Baker Donelson law firm.

Course #: CE51180718 **Contact Hours:** ABN CE 1.2

Instructor: Rachel Barlotta/ Jenna Bedsole

Dates & Times: May 27, August 19 - 10:30 am to 12:00 pm



A Leader's Guide to Worker's Compensation

This class was developed to guide leaders through the management issues of worker's compensation. The participants will have an overview of worker's compensation regulation, and learn about strategies to lower worker's compensation injuries. For Huntsville Hospital managers only.

Course #: CE5210718 **Contact Hours:** ABN CE 1.2; ANCC CE 1.0

Instructor: Sherree Clark

Dates & Times: June 30 - 1:00 pm to 2:30 pm



Tools to Build a Strong Team

Coach with Confidence

As a leader, you are coaching all of the time. Great leadership involves effective communication skills. This workshop equips leaders with tools to maximize their greatest strengths; learn to improve their challenges; learn to better understand their employees; implement practices to build a positive team; identify principles to deal with difficult situations.

Course #: CE43920718 **Contact Hours:** ABN CE 2.4

Instructor: Lydia Cole **Non-Employee Cost:** \$30

Date & Time: June 18, August 20 - 9:00 to 11:00 am



NEW: HRO Instilling a Fair and Just Culture

This course is required and designed for leaders, covering how to incorporate Fair and Just Culture into management of staff. Additionally the class covers proper Investigation of safety events, using the PMDG algorithm to classify disciplinary actions with staff, and the appropriate paperwork for our Health System. The class includes case studies, and group learning activities.

Course #: CE55370120 **Contact Hours:** ABN CE 3.0

Instructors: Cynthia Traylor, Vicky McClain

Dates & Times:

April 22, May 27, June 4, 24 - 8:30 to 10:30 am.;

July 1, August 13 - 1:00 to 3:30pm



Difficult Conversations

Healthy dialogue promotes a healthy workplace! Effectively addressing a difficult situation is a critical skill we all need to possess. This class will provide skill building for managers and team members on how to discuss uncomfortable workplace issues, learn what your communication style is under stress, and how you can avoid the communication traps of silence or aggression that undermine teamwork. The course also provides opportunities to practice, and master having a difficult conversation while simultaneously strengthening your professional relationships.

Course #: CE55260120 **Hours:** ABN CE 2.4

Instructor: Lydia Cole, RN **Non-Employee Cost:** \$50

Dates & Times: May 28, July 23 - 9:00 to 11:00 am



Managing Attendance & the Related Workforce Challenges

This course is for those in all levels of leadership, providing direction for issues related to managing staff attendance. In this course, participants review the hospital policy on attendance, department-specific policies, issues related to points, different types of leave, and additional challenges. The course also reviews management responsibilities with these attendance challenges.

Course #: CE51200718 **Contact Hours:** ABN CE 2.4

Instructors: Connie Poole & Paige Bastin

Dates & Times: May 7, August 11 - 8:30 to 10:30 am.



How Great Leaders Drive Employee Engagement

This course is focused on understanding employee engagement and the strategies for driving higher engagement in the work area. Some of the key strategies covered include improving workplace climate, trust, and how to best support staff so that engagement can thrive.

Course #: CE50910718 **Contact Hours:** ABN CE 1.8

Instructor: Elise Taylor

Dates & Times:

April 23, July 16 - 1:00 to 2:30 pm



Mastering the Evaluation Process

This class provides a detailed look into using the annual, provisional, 6-month, and ad-hoc evaluation process as a constructive tool with staff. The course reviews processes, expectations, and strategies for utilizing coaching to develop your staff.

Course #: CE53210119 **Contact Hours:** ABN CE 2.4

Instructor: Cynthia Traylor

Date & Time: July 8 - 1:00 pm to 2:30 pm



Class counts toward the annual goal for Huntsville Hospital Leaders.

Leadership Development • Management Skills

(Please note, class dates are subject to change)



Real Colors Personality Workshop

The basis of this workshop is the Real Colors Personality Instrument: a user-friendly, intuitive tool that identifies our different personality types and how different personality types work as a team.

Course #: CE43710718 **Contact Hours:** ABN CE 2.4

Instructors: Lydia Cole, Heather Mitchell

Date & Time:

April 23, June 25, August 27 - 9:00 am to 11:00 am



NEW: Recruiting Strategies for Leaders

Building a strong team starts with the recruitment process. Great leaders adopt new and innovative ways to recruit talent to their team. This course covers innovative ways to recruit the best talent, utilize technology to help your search, partner with your recruiter, and take advantage of new ways to reach the applicants you seek. The course covers tools and activities for maximizing your recruiting efforts.

Course #: CE54920120

Contact Hours: ABN CE 2.4; S.W. 2.0

Instructor: Shannon Bjornseth

Dates & Times: May 7, August 20 - 1:00 to 3:00 pm



The Benefits Enrollment Class

This course provides a more extensive review of the Huntsville Hospital benefits, the enrollment process, plan comparisons, and guidance for leaders guiding staff through critical life changing events. This course is open to all staff, but also an excellent way for leaders to know how to guide staff member questions about benefits elections.

Course #: CU10010518

Instructors: Betsy Hall & Lynda Donovan

Please check NetLearning for dates and times.



Frontline Refreshment



A Monthly Education & Enrichment Series for Frontline Supervisors

As a Frontline Supervisor (FLS), the work can be rewarding as well as challenging at times; and it's always critical to our organization's overall success. Each month, we will offer a presentation designed to inform, encourage and even recharge you!

Course #: CE43660718 **Contact Hours:** ABN CE 1.8

- **Frontline Role with a Troubled Employee**
April 22, 1:00 - 2:30 pm, featuring Marie Hodges, RN
- **HH Safety and Security Update**
May 21, 1:00 - 2:30 pm, featuring Brett Bramlett, CHPA, CHSP
- **Our HH Health System: 2021 Strategy & Challenges**
June 23, 2:00 pm to 3:30 pm, featuring David Spillers, CEO
- **Managing Morale During Hardship**
July 21, 10:00 am to 11:30 am, featuring David Crump.
- **Robotics in Healthcare**
August 13, 9:00 am to 10:30 am, featuring Cheryl Neville, RN

Register in NetLearning for all upcoming opportunities.



Personal Productivity

Time Management Five Choices for Extraordinary Productivity

This course covers how to differentiate the important from less and non-important as it relates to healthcare and life. Participants will define what success looks like in their current, most important roles. Participants will learn strategies for balancing work and life priorities; create habits to identify, schedule, and execute on high impact activities; and discuss challenges and solutions regarding effective time management in healthcare.

Course #: CE52400119 **Contact Hours:** ABN CE 2.4

Instructor: Lydia Cole **Non-Employee Cost:** \$50

Date & Time: June 11, August 13

- 9:00 to 11:00 am



Leadership Version:

7 Habits of Highly Effective People in Healthcare

Leadership doesn't just happen. It is carefully designed by you. In the course, we will discuss and apply principles from one of the most influential books of all times. This includes how to produce positive results; hold your staff accountable; develop positive relationships across the healthcare team; manage time, prioritize; focus on what matters most and lead by example.

Course #: CE43900718 **Contact Hours:** ABN CE 2.4

Instructor: Lydia Cole **Non-Employee Cost:** \$30

Date & Time: June 4, July 2 - 9:00 am to 11:00 am



Community Classes

Safe Sitter

This nationally, pediatrician-developed program prepares young adolescents for the responsibilities of babysitting, nurturing and protecting children in their care. The class addresses child care essentials, injury prevention, basic CPR skills, safety for the sitter and much more. This is a 10-hr course taught on 2 consecutive days. *Participants age is 11-14.*

Instructor: Ellen Harris
Employee Cost: \$56
Non-Employee Cost: \$70
Location: Dowdle Center

Dates:

May 22 & 23; June 15 & 18; ; June 19 & 20;
 June 26 & 27; July 6 & 7; July 17 & 18

2 Day Course Times:

Day 1: 4:00 to 8:00 pm
 Day 2: 10:00 am to 3:00 pm

To register go to
HHWomenandChildren.org/classes.
 For questions and additional dates
 and times call 256-265-7286

Guy Talk

This is a class addresses issues of physical development and emotional changes during puberty, and the introduction of human reproduction. This class fosters communication between parents & children and addresses potential anxieties that accompany this stage of adolescent development. *Recommended for guys age 9-13 with an adult.*

Instructor: Eugene Johnson
Employee Cost: \$28 **Non-Employee Cost:** \$35
Location: Dowdle Center
Please see website for times and dates

Girl Talk I

Girl Talk I addresses issues of maturation, focusing primarily on physical changes of puberty, and introduction of the female reproductive system. This class also fosters open communication between parents and children and address related anxieties. *Recommended for girls ages 9-12 with an adult.*

Instructors: Ellen Harris, Karen Ivey
Employee Cost: \$28 **Non-Employee Cost:** \$35
Location: Dowdle Center
Dates & Times:
 April 19, May 31, June 21, July 12 - 2:00 to 4:45 pm



Girl Talk II

Girl Talk II addresses issues of emotional changes of puberty, and the introduction of human reproduction. This class fosters open communication between parents and children and provide factual information to address potential anxieties that typically accompany adolescent development. *Recommended for girls ages 9-14 with an adult.*

Instructors: Ellen Harris, Karen Ivey
Employee Cost: \$28
Non-Employee Cost: \$35
Dates: May 11; 6:00 to 8:00pm
Location: Dowdle Center
Prerequisites: Girl Talk I recommended

Corporate University Overview

How to Contact Us

Phone: 256-265-8025 ; **Fax:** 256-265-9417
Office Hours: Monday - Friday, 7:00 am - 5:00 pm
Street Address: 109 Governors Drive, SW; Huntsville, Alabama 35801
Mailing Address: Corporate University; P.O. Box 1167;
 Huntsville, Alabama 35807
Web: www.huntsvillehospital.org under Education & Events.

How to Register

For Classes:
 Visit Huntsville Hospital's Corporate University's offices; or to register with a Visa/Mastercard/American Express/Discover, call 256-265-8025.
For Conferences:
 Online registration is available at www.huntsvillehospital.org/conferences. Simply click on the conference title, and the registration website will guide you through the registration process.

Parking and Class Preparation

Employees are required to park in their regularly assigned parking, and to be in dress code while attending classes. For non-employees, Corporate University's guest parking varies during the week:

- On Saturday and Sunday, parking is located in the parking deck for the Governor's Medical Tower.
- For Monday through Friday, parking is in the Joe Davis Stadium parking lot, with complimentary shuttle service to the hospital campus.

Refunds

If you must withdraw from a class or conference, we require two days notice prior to the course start date. It takes about 3 weeks for a refund to be processed. A refund check will be sent to the address provided at the time of registration.

Location of Corporate University

