

Welcome To Kindred Hospice

Today's Session Objectives:

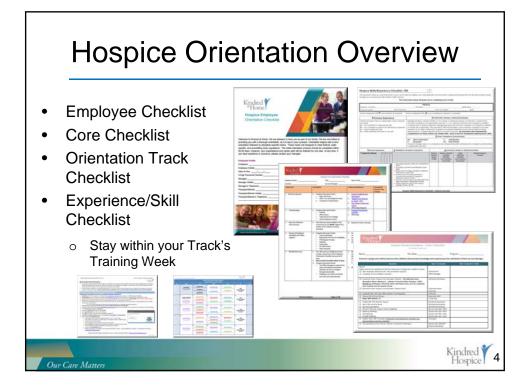
- Welcome you to the Kindred Hospice Team!
- Describe Orientation processes and resources
- Discuss elements for success
 - Checklists
 - Employee
 - Track
 - Core
 - · Competence/Skill
 - Schedule/Calendar
 - Class Materials
 - Customer Support

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Hospice Orientation Overview





Your Adventure Begins Today!

- Clinical employees will begin your hospice adventure with a ride along visit your first week!
 - After health screening and OSHA/Safety training complete



Our Care Matters

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Kindred at Home Learning

A step-by-step guide on how to navigate your Learning Management System

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Kindred at Home Learning

- Simple, learner-friendly design
 - Kindred at Home Learning (KAHL) your Learning Management System (LMS)
 - · Relias platform
- Over 1000 courses available
- Fast, mobile-friendly, 24h/day access
 - Requires Adobe Flash player
 - iPad requires Adobe Connect App
 - For Virtual Classes

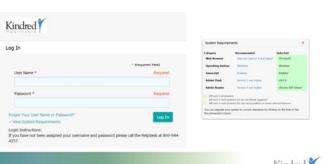


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Learner Interface Tour

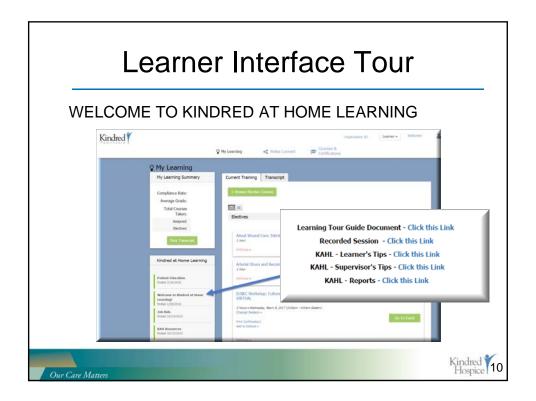
LOGIN PAGE: KindredatHomeLearning.com

- Only use Chrome, Safari or Firefox
- Prompt to input recovery email and answers to security questions
- Administrators / Supervisors are unable to view users' passwords, but are able to proxy login as a learner for troubleshooting and assistance with resetting passwords.

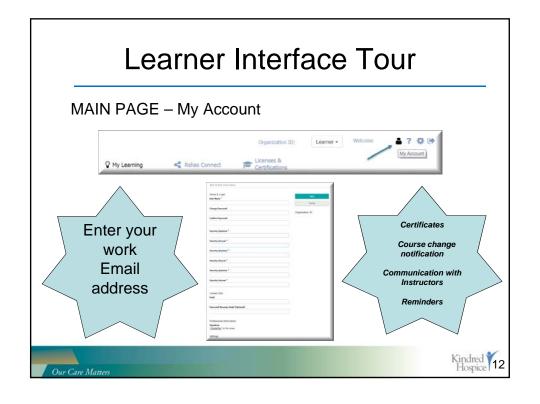


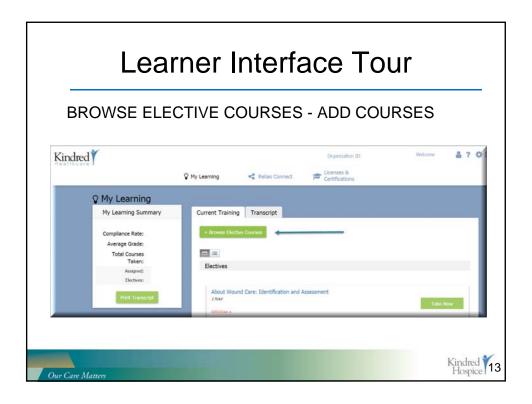
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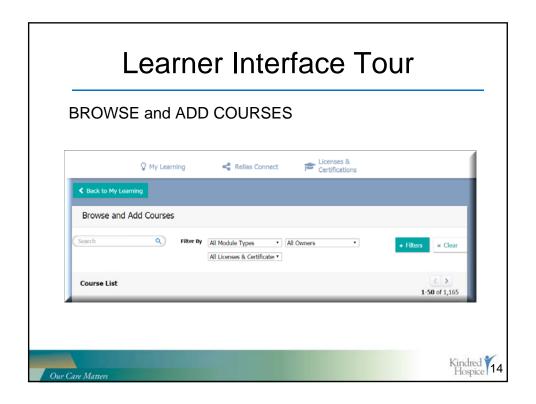


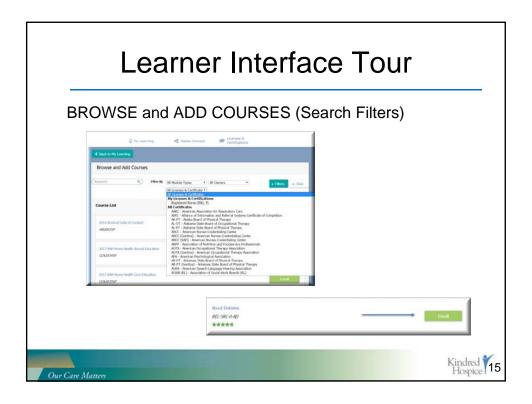


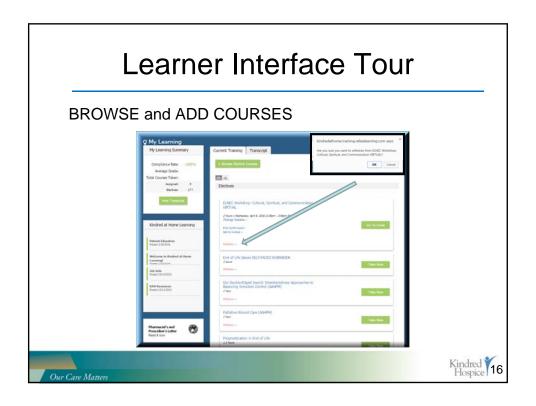


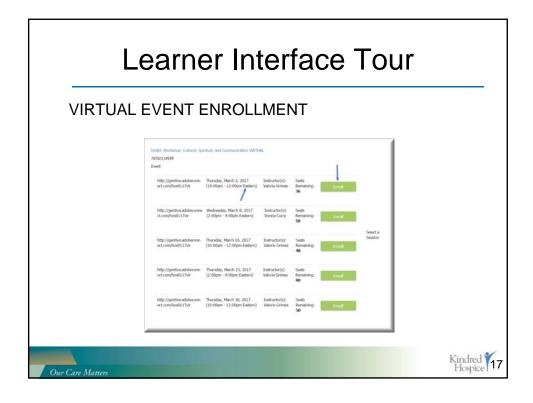


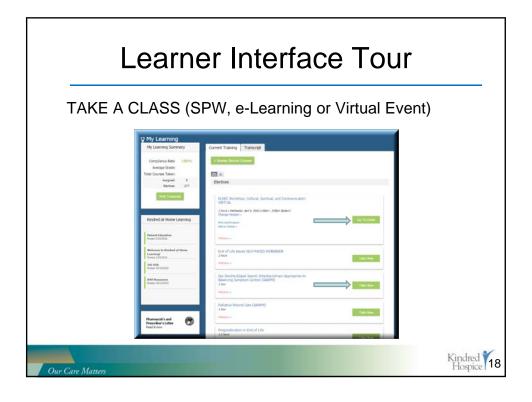


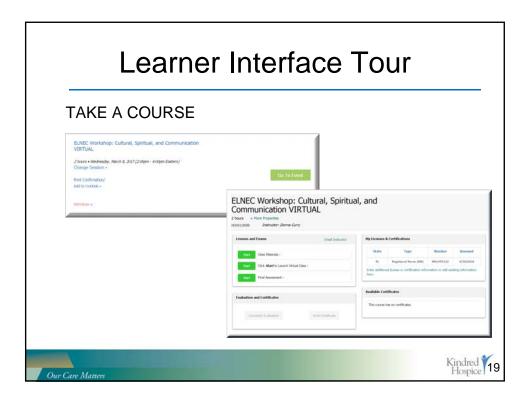


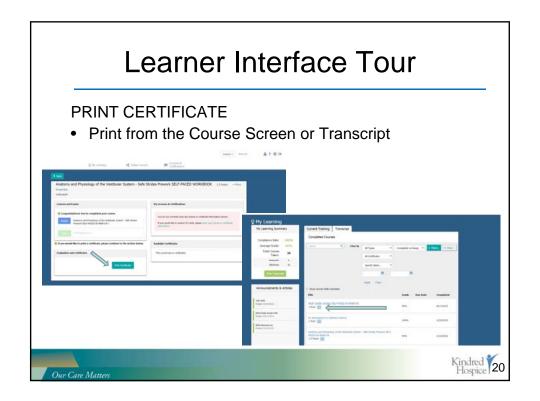


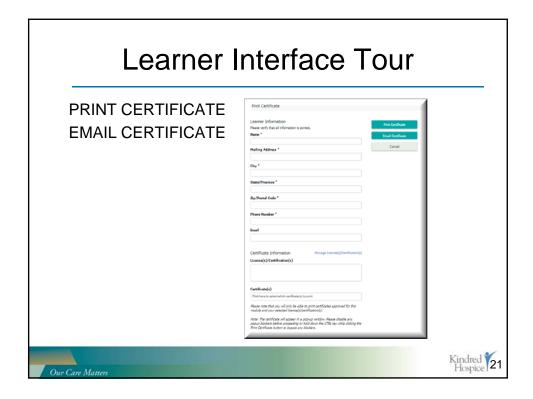


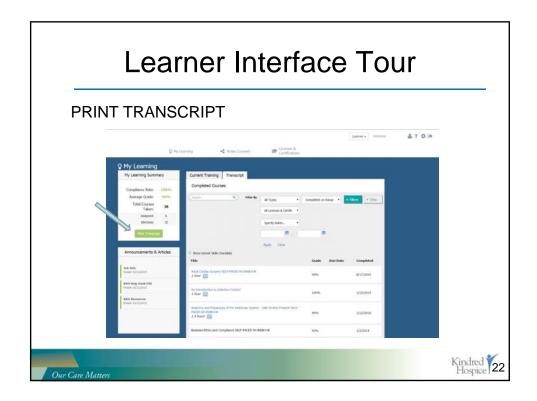


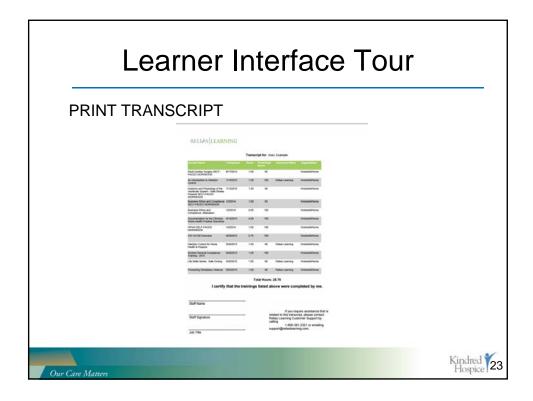


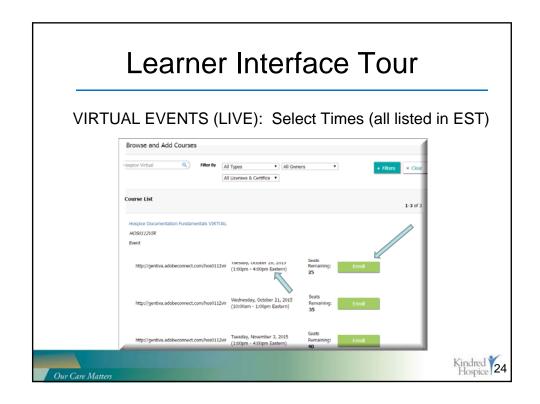


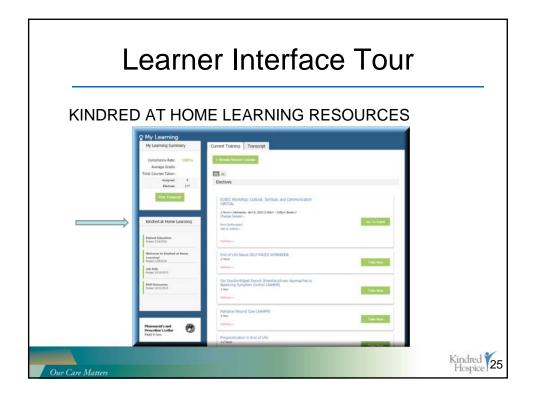


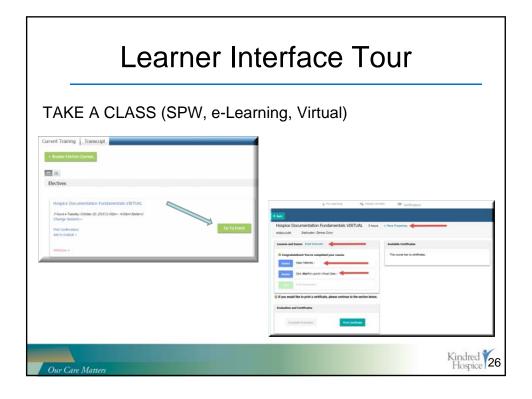


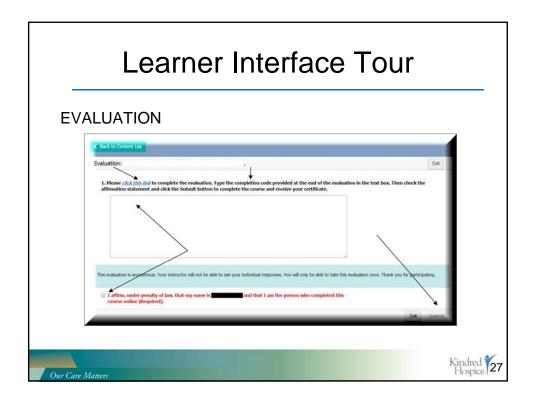


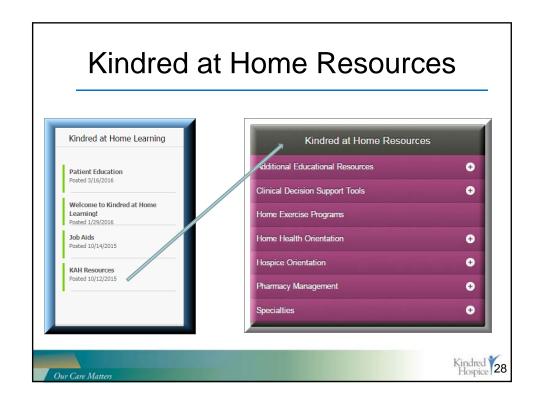


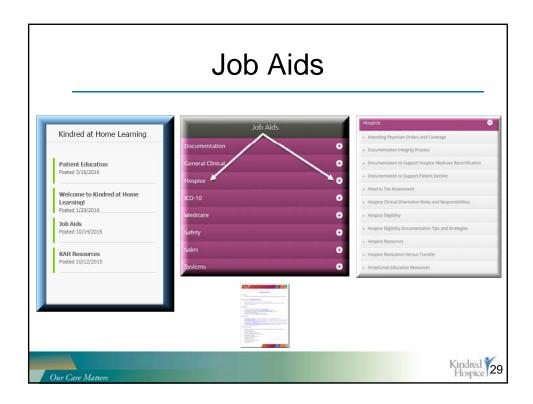


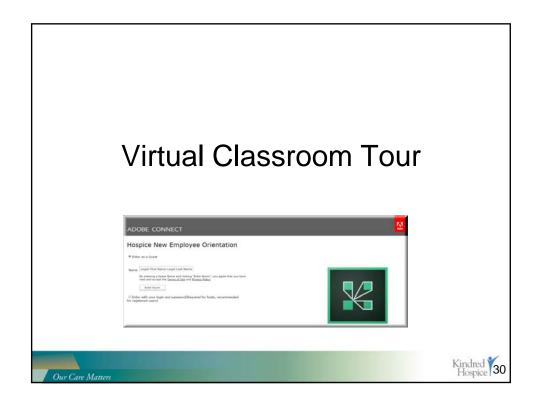












Technology

- We encourage you to take classes in the office on an IT Customer Support supported computer
- We do not recommend you attempt virtual classes with an iPad
 - If no alternative,
 - · Format iPad for class participation
 - Download the Adobe Connect Mobile App
 - Assure you are comfortable navigating the iPad
 - Call IT Customer Support / Preceptor / Orientation Host if you need assistance

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Virtual Pre-Class Preparation

Virtual Classroom access:

- Launch the class at least 10-15 minutes prior to the start time
- Log into KAHL via your site's computer (preferred) or iPad
- From your My Learning page > Current Training tab
 - Locate the Course title and (Click) on Take Now or Go To Event
 - 2. (Click) Start to open and Print or Save the Class Materials
 - (Click) Start to Launch the Virtual Class, begin e-Learning course or open the SPW
 - If a Virtual Event, the meeting login screen will appear
 - Enter as a Guest, type in your first and last name, and (Click)
 Enter Room





Virtual Pre-Class Preparation

Audio access:

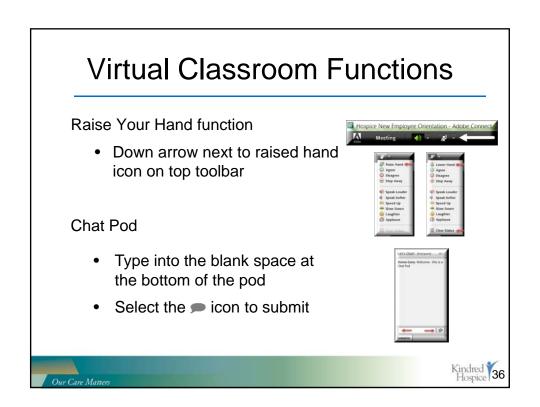
- Dial into the Conference Line at least 10-15 minutes prior to the start time
 - When asked to "State your Name followed by the # sign do not say anything – instead press #
- Once dialed in Mute your audio by dialing *6 (star 6) on your phone's keypad
- Read and follow all Information instructions posted in the classroom
- Please note all times in the LMS are EASTERN TIME
- Classes begin promptly at the scheduled time and the classroom is then closed/locked





About Hospice Clinical Orientation: - The Hospice Clinical Orientation (HCO) Program is provided for new hospice clinical employees to give them the knowledge and tools needed to provide the highest level of quality care and service to patients, their families and caregivers. A new hospice clinician will complete the overall Hospice Clinical Orientation in a time span that best usits the new employee. - The Hospice Clinical Orientation is a time span that best usits the new employee. - The Virtual Classroom: - The Virtual Classroom: - Registration for all Virtual sections is completed through Nicole distillational services are supposed programs and make them to be some protections for all Virtual classrooms one. - Course handouts are available in Scorle distillational services, come > Clean Materials. Prior the Handouts and bring them to class: - The Virtual Classroom is open 15 minutes prior to start time for your topic. All start times are littled in EASTRATH TME. - Attendees are to join the class via both audio & virtual components of least 3-10 minutes prior to start time. - To get credit or attending the data you must be in the disassoom from the entire data, single in on the designated Roser, and dialed into the phone conference line, You act and the service of the class by minutes prior to class the conference line, and the conference line, which will be a supposed to the class of the conference line, and the conference line will be a supposed to the class of the conference line, and the conference line will be a supposed to the class of the conference line, and the conference line will be a supposed to the line of the conference line will be a supposed to the line



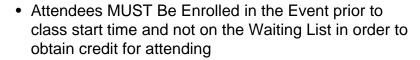


Virtual Class Roster

Sign-in Attendance Roster:

- Follow the instructions on the screen
- Include Full Legal Name
- Role or Title
- Program's Location









Virtual Classroom Access

- A frequent complaint from attendees is that late arriving participants cause disruption to the classroom environment
- To be respectful of those attending, the classroom is closed 15 minutes after session start time
 - CE approved classes will be closed 5 minutes after start time
- · Late or unable to attend?
 - o Unenroll from the event and register for a future session
- No Credit is available for audio-only attendance
- No Credit is available for attending while listed as "Waitlist" status





Virtual Classroom Exiting

Once the event is over

- Make sure your information is completed accurately on the Roster
- Do not walk away from the computer until you Exit out of the classroom
 - White x in red box, upper right corner
 - Hang up phone
 - Complete the Event Post-Test

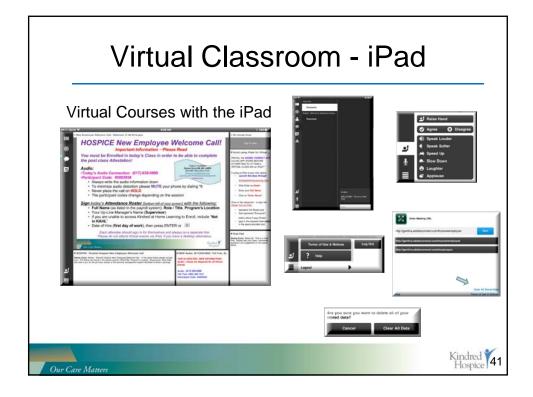


- Complete the Event Evaluation



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Technical Assistance

- IT Customer Support
 - Kindred: 1-800-836-0376
 - Gentiva: 1-800-944-4357
 - Password resets, assignments, "How To" inquiries
- General System Inquiries
 - Email: <u>IS-LearningManagementSystem@Kindred.com</u>
- · Telephone connectivity issues
 - Hang up, dial back in
 - Try a different phone
- Computer connectivity, printing, course access, assignment issues
 - Close out all open windows
 - Re-launch KAHL
 - Notify someone at your site about the problem





Kindred Hospice's Learning and Professional Development Department

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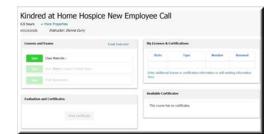
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Reminders

You must be Enrolled in a Live Event in order to obtain access to the Course Completion elements

There is an Attestation associated with today's Event



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Reminders

- Please do not forget to complete your orientation surveys!
- They will be auto assigned at 7-45-90 day intervals
- We appreciate your comments and suggestions so we can make everyone's orientation experience a smooth and successful process!





Questions and Answers

To ask a question:

 Take your phone off of MUTE (*6)

OR

 Type your question in the Chat box



