



# Wellstar MCG

## Empowerment Toolkit - Know / Share / Do

October 2024



## Know, Share, Do – Toolkit #9

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The information below is designed to help you engage your team members and share monthly updates about the integration process with Wellstar.



### KEY INFORMATION LEADERS NEED TO KNOW.

- As we start the transition to Epic, **appointments with a service date of November 2 or later will be migrated to Epic.** This activity began on September 14 and will continue through go-live, with the goal of converting all appointments with a service date through January 31, 2025.
  - Any changes made to these appointments during this time will be updated directly in Epic by the Legacy/MCG Operations and Conversion team.
  - Appointments scheduled in the current system with a service date before November 2 will not be migrated to Epic.
- **Department phones are changing from Cisco phones to iPhones,** which will be delivered to each applicable department. Make sure you are familiar with iPhone procedures, including ensuring Jabber is logged in at the beginning of each shift.
  - Use Jabber to make calls and Rover for completing tasks such as barcode scanning and accessing secure chat.
  - Rover iPhones should supplement the use of all Cisco phones and personal devices, with an exception for physicians
- **Robust support will be available to you during the Epic Go-Live.** 500+ at-the-elbow (ATE) resources will be available onsite around-the-clock to offer workflow assistance, answer questions and help with issue resolution for two weeks following the Epic Go-Live, in addition to your department CyberSTARS, Clinical Informatics and training teams.
- **Starting in late November, WMCGH computers will be exchanged for a similar Wellstar computer** with Wellstar branding, standard applications, and settings. Individual team members and their managers will receive an email notifying them when it will be their turn to exchange their computers in the coming months.
- **Online scheduling will now go-live on December 1st.** This will allow our teams to keep black-out appointment time slots, so team members have an adjustment period after go-live.



### INFORMATION LEADERS NEED TO SHARE WITH THEIR TEAMS.

- **Complete your Epic training by 10/23 to avoid disruptions to your daily work.** If you do not complete the necessary Epic training on time, you will not be able to perform your clinical duties within the system, which may impact your work and compensation. If you need to reschedule your classes, you can do so directly in HealthStream.

- **Complete the items in the Epic Go-Live Readiness Checklist.** If you are a department leader, also complete the items in the **Readiness Checklist for your department.**
- **Practice workflows using the Epic Playground (PLY) environment** so that patient care is seamless when we go live on November 2. Find exercises specific for your role and instructions for how to access PLY in the Epic Training Handouts on the Integration website.
- Starting at 11:59pm on Friday, November 1 and ending at 4:00am on Saturday, November 2, Wellstar MCG locations will transition to Epic. **You will not have access to any clinical systems during this time.** Clinicians should use downtime procedures to continue to care for patients.
- We are still installing and testing new equipment required for Epic. **Do not disconnect or move any new equipment** as they may not work at go-live. **Do not remove the red, yellow and green stickers** you see on workstations and peripherals indicating their testing status.
- **We will be moving to the Wellstar version of RL6/SaFER next month.** Please continue to use the WMCG version of RL6/SaFER until then. Both versions are accessible via [esource.wellstar.org](https://esource.wellstar.org).
- **On November 4, my.augusta.edu will be replaced** by a new WMCG Intranet site, where current content and healthcare applications will be accessible: <https://wellstarhealthsystem.sharepoint.com/sites/wmcg>. There will also be a new university-focused intranet for AU staff.



### TAKE ACTION ON THESE IMPORTANT ITEMS.

- **Ensure you and your team complete your Epic training, including post-class assessments, by 10/23.**
- **Ensure you and your team complete the Epic Go-Live Readiness Checklist.**
- ***If you are a provider, you must re-enroll in Imprivata EPCS to be able to sign controlled substance prescriptions in Epic at go-live.*** Members of the CIS team will be onsite to help you re-enroll. Check your email for more details.
- **Complete the Readiness Checklist for your department** if you are a department leader.
- **Practice workflows using the Epic Playground (PLY) environment** so that patient care is seamless when we go live on November 2. Find exercises specific for your role and instructions for how to access PLY in the Epic Training Handouts on the [Integration website](#).
- **Distribute the monthly toolkit [here](#).**