



Faculty Credentialing Requirements

EUH, EUHM, EUOSH, ESJH, TEC, EUH at WW

Directions:

Complete all activities prior to clinical start date. Send completed forms to Nursing Education, 4th floor, Orr Building, Emory University Hospital Midtown via fax 404 686-4905 or e-mail to nursing.education@emoryhealthcare.org

Name: _____

School of Nursing: _____

Assigned Nursing Unit: _____

Clinical Start Date: _____ Clinical Stop Date: _____

Are you an EHC employee? _____ If yes, please acknowledge that no faculty activities can be performed during EHC work hours, and notify your supervisor. Initials _____

Orientation Activity	Date Completed	Faculty Initials
Review faculty orientation presentation or attend orientation session: susan.jones@emoryhealthcare.org		
Complete required forms and submit to nursing education: <ul style="list-style-type: none"> • Acknowledgement of HIPAA Training • Confidentiality Statement • Logon ID Request • Agreement Concerning Faculty Supervision of Students • Parking Request (EUHM only) 		
Complete Point of care class/test/check off: Karen.jenkins@emoryhealthcare.org (EUH) Maureen.lindsey@emoryhealthcare.org (EUHM)		
Complete HLC documentation modules		
Attend EeMR Clinical Documentation class: eemrclasses@emoryhealthcare.org		
New Faculty Unit orientation: <ul style="list-style-type: none"> • Full day with staff nurse • Meet with Unit Director, CNS, and Nurse Educator Returning Faculty Unit Orientation: <ul style="list-style-type: none"> • Half day with staff nurse • Meet with Unit Director, CNS, and Nurse Educator 		

