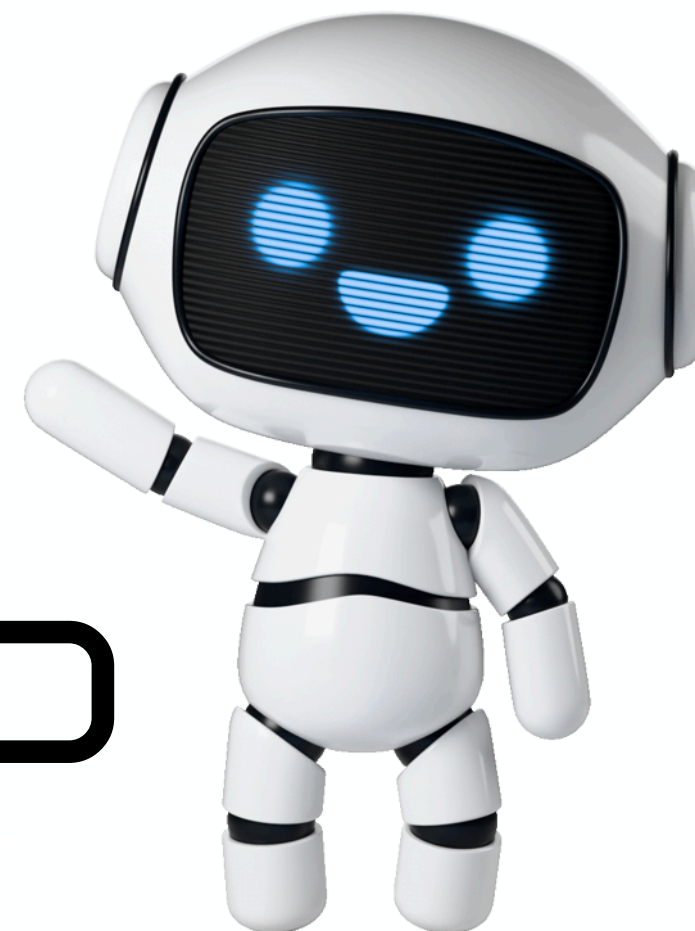


SEPTEMBER EDUCATION
EXPO

NAVIGATE YOUR EXPO



[EXPO Expectations](#)

[Live Classes](#)

[HealthStream Assignments](#)

[Requirements & Passport](#)

[Daily Schedules](#)

[Contact Us: Nicole
Vorderberg
307-996-4744](#)

[2027 EXPO Dates](#)

[EXPO Satisfaction Survey](#)



EXPO EXPECTATIONS

Click for quick navigation

Training / Education Policy

Dress Code / Children

Registration / Schedules

Cancellations / No Shows

Parking / Evaluation

**Mandatory, Essential and Optional
Education Requirements**

Professional Dress Code

Staff are expected to adhere to the hospital's Professional Appearance Policy. When attending educational events, appropriate professional attire includes business casual clothing or scrubs. Prohibited attire includes workout clothing (such as leggings, jeans, and shorts), hats, and other casual wear that does not align with professional standards.

Children at Education Events

Staff are expected to attend educational events without children present. Children are not permitted in classrooms, meeting spaces, or other educational venues. Staff are responsible for making appropriate childcare arrangements prior to attendance.

Training/Education Policy #4.06.001

- Helps staff understand their obligations for training and educational events at Cheyenne Regional.
- Please refer to the policy for full definitions and understanding of consequences for failing to meet the training requirements.
 - All course titles in the brochure will indicate how the events are classified: Mandatory, Essential, or Optional
- Exceptions:
 - Staff on FMLA have 10 calendar days from their return-to-work date to complete mandatory education and training.

Registration / Schedules

- Employees hired after the first of the month prior to EXPO, once the EXPO brochure has gone live, are exempt from EXPO enrollment unless otherwise instructed by their unit educator or are a specialty unit (i.e. ED, ICU, WCS, Peri-Op).
- You will be assigned the courses that you are required to attend; however, you need to log-in to HealthStream and choose the course time that works best for your schedule.
- Please refer to HealthStream, your passport and daily class schedule to plan your day.
- Our goal is to assist you in meeting your course requirements in one day if you desire to do this.
- To sign-up for an optional class, please go to the catalog in HealthStream and search for the course, then register for specific class time.
- Links to specific HealthStream courses will be presented on the HealthStream brochure page.

Cancellations / No Shows

- If you have registered for a class and are unable to attend that session, please drop your enrollment in the class to free up your seat for someone else to register. If it is less than 48 hours prior to the start of the class, please notify Professional Development that you are dropping your class by calling: (307) 996-4744.
- You must provide notice that you will not attend a class a minimum of 2 hours prior to your registered class(es). If you do not provide notice, this will be reported to your unit manager and counted as a no show.
- If you have to cancel and are not registered for a class and plan to attend as a walk-in, please be aware that participation is subject to instructor approval and available space. Do not assume that walk-in spots will be available.

Parking / Evaluations

- Please park in the designated parking lots at the CRMC East Campus.
- Course Participants should follow the hospital professional appearance policy. For education, you should wear Business Casual or Scrubs. Workout clothing, shorts, hats, and other casual wear is not appropriate attire.
- Please take the time to fill out the course evaluations. Suggestions are used to plan future education events and offerings. We welcome all feedback and routinely make changes based on the feedback we receive.

Mandatory, Essential, and Optional Education

Mandatory

- Definition:
 - Learning events or certifications that must be maintained as part of an employee's job description.
 - Learning events or competencies required to meet regulatory compliance with governing agencies to maintain accreditation and/or hospital policy.
 - Agency staff are required to meet the mandatory requirements.
- Consequences for failing to meet Mandatory Education and Training:
 - Employee will be issued a suspension and placed on unpaid leave. The Employee will not be allowed to work, utilize PTO, or accumulate any further pay until the Mandatory Education/Training is completed.
- If not completed within 10 calendar days after the due date requirements, the employee may be officially terminated.

Essential

- Definition:
 - Learning events necessary to maintain patient safety and ensure staff are performing within optimal standards per their role.
 - Learning events that alert staff to ongoing policy updates, procedures, and new equipment.
 - Agency staff may not be required to participate in Essential Training based on managers assessment of how the new equipment or protocols will impact the agency staff member's practice.
- Consequences for failing to meet Essential Education and Training:
 - The consequences for failing to meet Essential Education/Training shall follow Policy # 4.04.001 Corrective Action, based on the leader's evaluation of the circumstances.
- Individuals who miss Essential Education/Training are required to make up education as offered.

Optional

- Definition:
 - Education that staff can choose to participate in or not.
- This type of training and education may be used to enhance current knowledge on a subject or as part of an employee's professional development.

LIVE CLASSES

Each live class tile below displays its requirement level: **Mandatory**, **Essential**, or **Optional**.

Browse the live classes below to review requirements per department/job title. Access HealthStream, read the description and register for available time slots, or register based on your individual requirement.

Mandatory

Post-Op Bariatric Complications MANDATORY

Required for:

- 3-2: RN, LPN
- Resource: RN
- ICU: RN
- ARR
- ED: RN, Medic
- PACU: RN
- SDS: RN

Optional for:

Any RN, LPN, or Medic

Time to Complete: 1 hour



Sepsis Lounge MANDATORY

Required for:

- 3-2: RN, LPN
- 6-2: RN
- 7-2: RN, LPN
- 8-2: RN, LPN
- Resource: RN
- ICU: RN
- ED: RN, Medic
- ARR
- ARU

Time to Complete: 30 mins



Optional, highly encouraged:

- WCS
- ED: MH RN

Annual PALS MegaCode MANDATORY

Required for:

- All PALS RQI certified staff at CRMC

Time to Complete: 1 hour



Optional for:

- PALS certified staff

Massive Transfusion Protocol "MTP" Lead ESSENTIAL

Time to Complete: 1.5 hour

Required for:

- This class will be individually assigned to each employee as required



Don't Duck Hygiene: Keep Patients Clean & Healthy ESSENTIAL

Time to Complete: 1.5 hour

Required for:

- 3-2: CNA
- 6-2: CNA
- 7-2: CNA
- 8-2: CNA
- Resource: CNA, RCT
- ARU: CNA



Blue Band Initiative: Promoting Awareness & Safety in Maternal Health ESSENTIAL

Required for:

- All new staff to:
- WCS: RN, OB techs, CNA, Lactation
- ED: RN, Medics, Techs

Time to Complete: 1.5 hours

Optional but strongly encouraged:

- ARR who haven't taken
- Resource: RN who haven't taken



Code Yellow ESSENTIAL

Time to Complete: 1 hour

Required for:

- BHS: RN, LPN, Psych tech, MH Case Manager, MH Therapist
- ED: MH RN

Highly Encouraged for:

- Resource: RN, CNA

Optional for:

- CPI Certified Staff



Temporary Pacing ESSENTIAL

Time to Complete: 2 hours

Required for:

- ICU: New RNs who did not complete in 2025

****Only offered: Wednesday Sept 30 from 10:00-12:00****



ED Skills Lab: Exploring Safe Patient Mobility, Ring Removal, and Femur Fracture Stabilization ESSENTIAL

Time to Complete: 1 hour

Required for:

- Required: ED: RN, medic, tech

Optional for:

- Resource: RN
- ARR



Communicating About Suicide

OPTIONAL

Optional for:

- Any staff who would like to attend.
- NCPD is offered

Time to Complete: 1 hour



****Please register early for this class. If there are not any people registered 72 hours prior to the class day/time, the learning event will be cancelled****

HEALTHSTREAM

Each HealthStream course tile below displays its requirement level:

Mandatory, **Essential**, or **Optional**.

Browse the HealthStream courses below to review requirements per department/job title.

Mandatory and Essential courses will be assigned to required staff in HealthStream on 9/1/2026.

Enroll in optional courses in HealthStream. Remember that computer Labs (Legion & White Buffalo) are available at the East Campus to complete HealthStream assignments at any time.

Mandatory

"Help Is an Hour Away": Managing Traumatic Brain Injury in Rural Wyoming (CARF 2026) MANDATORY

Required for:

- ARU: RN, CNA, Rehab techs, PT, PTA, OT, COTA, Speech

Optional for:

- Resource: RN, CNA
- SONU: RN, LPN, CNA

Time to Complete:
45 minutes



Primary Heart Attack Center (PHAC) Annual Module MANDATORY

Time to Complete:
30 minutes

Required for:

- All Clinical Staff



Moderate Sedation MANDATORY

Required for:

- 6-2: Charge RN
- ARR
- Cath Lab: RN, Tech
- ED: RN, MH, RN, Medic
- Hospice: RN, LPN
- ICU: RN
- IR: RN
- PACU: RN
- SDS: RN
- WCS: RN
- Resource: RN

Time to Complete:
30 minutes



Annual Blood Administration Education MANDATORY

Required for:

- All Agency RN in any area listed below
- 3-2: RN, LPN
- 6-2: RN
- 7-2: RN, LPN
- 8-2: RN, LPN
- AIC: RN
- ARR
- ARU: RN
- Cardiac Cath: RN
- Dialysis: RN
- ED: RN, MH RN, Medic
- ICU: RN
- IR: RN
- OR: RN
- PACU: RN
- Resource: RN
- SDS: RN
- VAT: RN
- WCS: RN



Optional for:

- Other RNs, LPNs

Time to Complete: 30 minutes

Suicide Ligature MANDATORY

Required for:

- All agency RN in any area listed below
- 3-2: RN, LPN, CNA
- 6-2: RN, CNA
- 7-2: RN, LPN, CNA
- 8-2: RN, LPN, CNA
- ARR
- ARU: RN, Rehab tech, CNA
- BHS: RN, Tech
- Cath Lab: RN, Tech, CNA
- Dialysis: RN
- ED: RN, MH RN, Medic, Tech, PSA
- ICU: RN, CNA
- PACU: RN, CNA
- Resource: RN, CNA, RCT, PSA
- SDS: RN, CNA
- WCS: RN, OB Tech, CNA



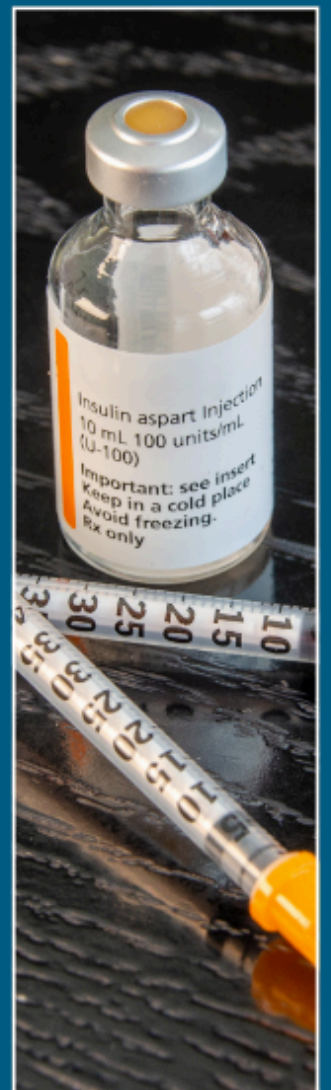
Time to Complete: 30 minutes

Chemical Restraints Policy Update MANDATORY

Required for:

- 3-2: RN, LPN
- 6-2: RN
- 7-2: RN, LPN
- 8-2: RN, LPN
- WCS: RN
- ICU: RN
- ARR
- BHS: RN
- ED: RN, Medic, MH RN
- Resource: RN
- Cath lab: RN
- ARU: RN

Time to Complete:
15 minutes



OTC Medication Protocol for Nurses **ESSENTIAL**

Required for:

- 3-2: RN, LPN
- 6-2: RN
- 7-2: RN, LPN
- 8-2: RN, LPN
- AIC: RN
- ARR
- ARU: RN
- BHS: RN
- Cardiac Cath: RN
- Dialysis: RN
- ED: RN, MH RN, Medic
- ICU: RN
- IR: RN
- OR: RN
- PACU: RN
- Resource: RN
- SDS: RN
- VAT: RN
- WCS: RN

Optional for:

- Other RNs, LPNs, or Medics



Time to Complete: 30 minutes

Trophon: Ultrasound Probe Cleaning **ESSENTIAL**

Time to Complete:
15 minutes

Required for:

- Staff who are trained to clean trophon



Circumcision Consent **ESSENTIAL**

Time to Complete:
15 minutes

Required for:

- WCS: RN



Optional

Mission EXPO: Ins & Outs of EXPO

OPTIONAL

Time to Complete:
15 minutes

Optional for:

- All Staff



EQUIPMENT RODEO

DROP-IN BOOTHS

Equipment Rodeo Reminders:

****ESSENTIAL****

- **Closes for the day @ 3:00 PM**
- **Plan to arrive early enough to complete your activities before closing**

The Instructor Led Stations will be closed for 30 minutes each day for the instructors to have lunch. We will close the doors at 11:30 so everyone can be completed by 12:00pm.

Instructors will go to lunch from 12:00-12:30.

Stop by before or after your classes to learn some new equipment and refresh your knowledge on existing equipment or process changes.

INSTRUCTOR LED LEARNING EVENTS:

Capital Classroom - 1st Floor:

- BioMedical Minute
- RN Collect
- AMT Bridle Education
- Optison
- Meet With Your State Board of Nursing
- NRP for RQI
- Do Your RQI

SCAN FOR ATTENDANCE

Rosters Made Simple

Ensure you're receiving credit by scanning your badge with the provided scanner. There is not a specific badge or barcode, if the scanner beeps the barcode has been accepted.

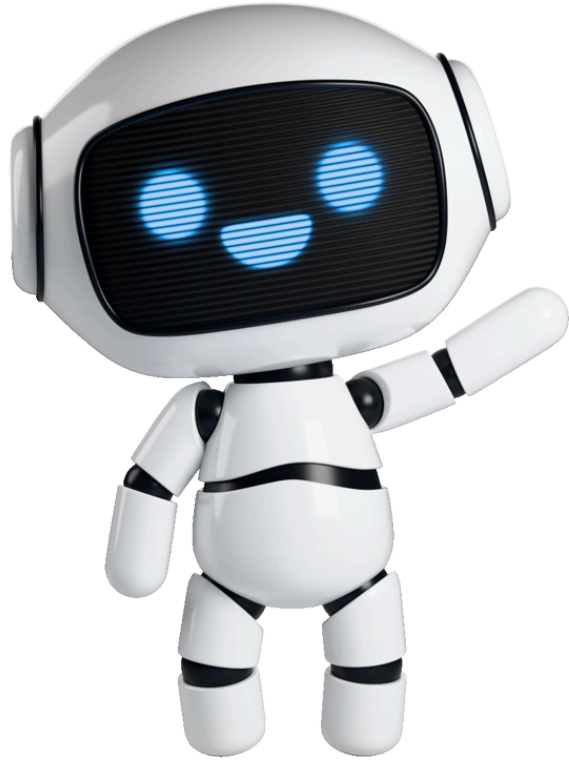
Utilize the scanners at each booth to "sign" the roster and receive credit for attending. It doesn't matter which barcode you scan on your badge. Once you hear the beep, you are done!



PERSONALIZED PASSPORT

Click here to view your personalized passport that shows your assigned rodeo requirements.

EXPO PASSPORT



Your personalized EXPO Passport is part of the Navigate Your EXPO experience. It serves as your mobile checklist for September, showing all mandatory, essential, and optional education activities assigned to you.

Enter your employee ID, department, and job title to unlock your customized Passport and track your progress as you navigate EXPO.



Your Passport is not connected to HealthStream. Any HealthStream-required education must be completed by signing directly into HealthStream. The Passport is simply a guide to help you navigate EXPO.

Education EXPO August 31

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor									LUNCH	Multipurpose Room - 1st Floor					
Post-Op Bariatric Complications Grand Teton - Basement			Grand Teton - Basement														
Annual PALS Megacode Simulation Lab - 1st Floor		Simulation Lab - 1st Floor							Simulation Lab - 1st Floor						Simulation Lab - 1st Floor		
Sepsis Lounge RQI Room - 1st Floor		RQI Room - 1st Floor					RQI Room - 1st Floor										
MTP Lead Warren - Basement											Warren - Basement						
Don't Duck Hygiene Grand Teton - Basement							Grand Teton - Basement						Grand Teton - Basement				
ED Skills Lab Capital - 1st Floor							Capital - 1st Floor						Capital - 1st Floor				
Code Yellow Gannett Peak - 1st Floor			Gannett Peak - 1st Floor							Gannett Peak - 1st Floor							
Communicating About Suicide Crow Creek - 1st Floor					Crow Creek - 1st Floor								Crow Creek - 1st Floor				

Our goal is to get you all of the education that you need in one day!

If you are having issues planning your schedule or you have trouble registering for a course, please reach out to Heidi Tatum (307) 996-4733, heidi.tatum@crmcwy.org or Nicole Vorderberg (307) 996-4744, nicole.vorderberg@crmcwy.org for assistance.

Education EXPO September 1

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor									LUNCH	Multipurpose Room - 1st Floor					
Post-Op Bariatric Complications Grand Teton - Basement			Grand Teton - Basement														
Annual PALS Megacode Simulation Lab - 1st Floor		Simulation Lab - 1st Floor							Simulation Lab - 1st Floor						Simulation Lab - 1st Floor		
MTP Lead Warren - Basement										Warren - Basement							
Don't Duck Hygiene Grand Teton - Basement			Grand Teton - Basement								Grand Teton - Basement						
ED Skills Lab Capital - 1st Floor			Capital - 1st Floor										Capital - 1st Floor				
Code Yellow Gannett Peak - 1st Floor							Gannett Peak - 1st Floor			Gannett Peak - 1st Floor							
Communicating About Suicide Crow Creek - 1st Floor					Crow Creek - 1st Floor								Crow Creek - 1st Floor				
Sepsis Lounge RQI Room - 1st Floor										RQI Room - 1st Floor				RQI Room - 1st Floor			

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Education EXPO September 9

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor										LUNCH	Multipurpose Room - 1st Floor					
MTP Lead Warren - Basement											Warren - Basement							
Post-Op Bariatric Complications Grand Teton - Basement			Grand Teton - Basement															
Sepsis Lounge RQI Room - 1st Floor										RQI Room - 1st Floor				RQI Room - 1st Floor				
Annual PALS Megacode Simulation Lab - 1st Floor		Simulation Lab - 1st Floor							Simulation Lab - 1st Floor						Simulation Lab - 1st Floor			
Don't Duck Hygiene Grand Teton - Basement					Grand Teton - Basement						Grand Teton - Basement							
Code Yellow Gannett Peak - 1st Floor							Gannett Peak - 1st Floor			Gannett Peak - 1st Floor								
Communicating About Suicide Crow Creek - 1st Floor					Crow Creek - 1st Floor								Crow Creek - 1st Floor					
ED Skills Lab Capital - 1st Floor			Capital - 1st Floor										Capital - 1st Floor					

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Education EXPO September 11

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor										LUNCH	Multipurpose Room - 1st Floor					
Post-Op Bariatric Complications Grand Teton - Basement			Grand Teton - Basement															
MTP Lead Warren - Basement										Warren - Basement								
Blue Band Initiative Meadowlark - 1st Floor												Meadowlark - 1st Floor						
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ED Skills Lab Capital - 1st Floor			Capital - 1st Floor										Capital - 1st Floor					

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Education EXPO September 18

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor									LUNCH	Multipurpose Room - 1st Floor					
MTP Lead Warren - Basement											Warren - Basement						
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Code Yellow Gannett Peak - 1st Floor							Gannett Peak - 1st Floor			Gannett Peak - 1st Floor							
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ED Skills Lab Capital - 1st Floor			Capital - 1st Floor										Capital - 1st Floor				

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Education EXPO September 30

Name of Event	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	
Equipment Rodeo Multipurpose Room - 1st Floor / CLOSED FOR LUNCH		Multipurpose Room - 1st Floor										LUNCH	Multipurpose Room - 1st Floor					
MTP Lead Gannett Peak - 1st Floor											Gannett Peak - 1st Floor							
Temporary Pacing Warren - Basement							Warren - Basement											
Blue Band Initiative Meadowlark - 1st Floor												Meadowlark - 1st Floor						
Post-Op Bariatric Complications Grand Teton - Basement			Grand Teton - Basement															
Sepsis Lounge RQI Room - 1st Floor		RQI Room - 1st Floor					RQI Room - 1st Floor											
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CONTACT

EXPO Lead



Nicole Vorderberg

Call: 307-996-4744

Email

Director of
Professional Practice



Heidi Tatum

Call: 307-996-4733

Email

Operations
Coordinator



Kerrie Twito

Call: 307-996-4734

Email

HealthStream
Administrator

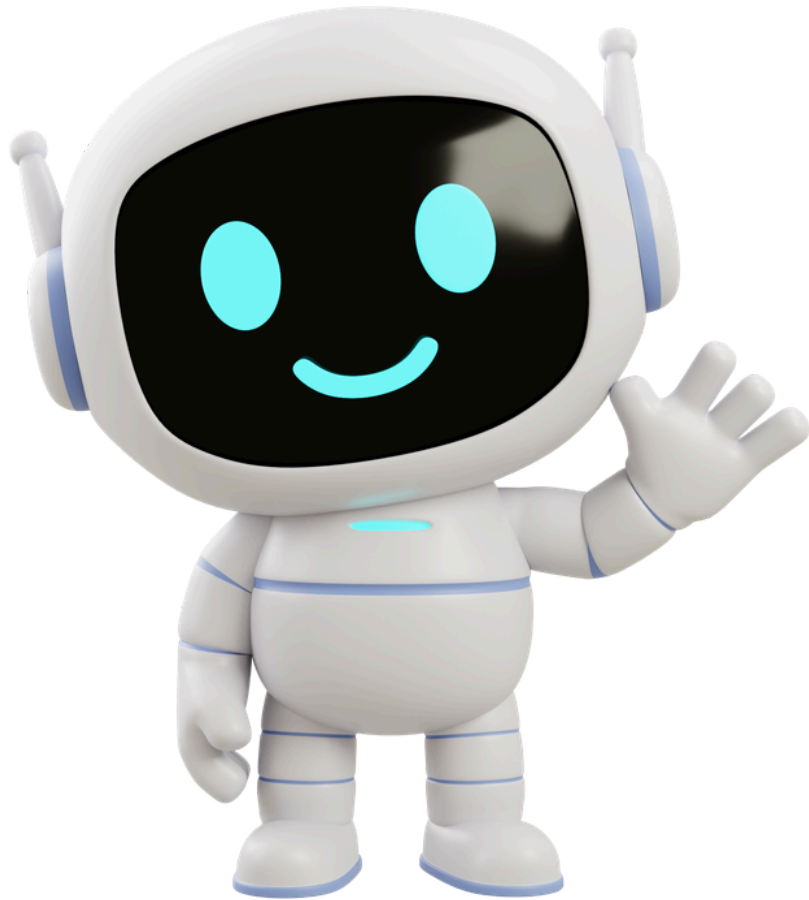


Sirena Weathermon

Call: 307-633-3064

Email

SAVE THE DATE EXPO 2027



JANUARY

6th, 13th, 14th
19th, 20th, 27th

MAY

5th, 10th, 11th
19th, 25th, 26th

SEPTEMBER

8th, 13th, 14th
22nd, 23rd, 29th