

EDUCATION EXPO

January 2026

Dates:

Jan 7, 9, 12, 23, 26, 28

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Time:

See Schedule for Class Times

You'll need to choose your class times in HealthStream

Location:

CRMC East Campus
2600 East 18th Street
(Basement/1st floor)



Cheyenne Regional
Medical Center



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More Information:

Contact: Clinical Education
(O) 307-996-4744
ClinicalEducation@crmcwy.org

Educational Expo is designed for the purpose of ensuring Clinical Staff receive timely education to address mandatory requirements or elective education that adds value to clinical practice.



Due to unforeseen circumstances class schedules could change.

The most up-to-date schedule can be found at:

[Hospital Intranet](#)>

[Departments](#)>

[Clinical Education](#)>

[Education Expo](#)

Registration/Schedules

- 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 the brochure 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 that you would like to take. Then please select the specific class time you would like to attend.
- To search for courses in HealthStream you can search using the displayed titled in this brochure.

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 24 hours prior to the start of the class, please notify Clinical Education 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.

Parking/Attire/Evaluation

- 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.

Questions

- For additional assistance with your schedule or other questions, please contact your unit educator or the Clinical Education Team. ClinicalEducation@crmcwy.org or (307) 996-4744.
- If you have concerns about scheduling your classes, please talk to your manager or educator.

Mandatory, Essential, and Optional Education/Training Policy

Classroom Locations

Basement Level

Grand Teton

Warren

1st Floor Level

Capital

Cottonwood & Simulation Lab

Crow Creek

Multi-Purpose Room

Gannett Peak

Legion Park (Computer Lab)

Meadowlark

Simulation Lab

White Buffalo (Computer Lab)

Policy # 04.06.001

- 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.

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.

Mandatory and Essential Classes:

- These have been assigned in your HealthStream account under the “To Do” tab.
- Please check dates, times, and locations in HealthStream and enroll in a class that works for you.
- Please drop from classes if you cannot attend.

*****No Shows will be reported to unit managers*****



Optional Classes:

- These classes are available in HealthStream for pre-registration.
- To sign-up for these courses, look for the program title in the catalog section of HealthStream using the name listed.

<p>Essential</p>	<p align="center"><u>The Blue Band Initiative: Promoting Awareness and Safety in Maternal Health</u></p> <p>The Blue Band Initiative is a multidisciplinary approach designed to improve awareness, communication, recognition, and treatment. This approach focuses on pregnant and postpartum patients at an elevated risk for complications from hypertensive disorders in pregnancy.</p> <p align="center">Approximate time to complete: 1.5 Hours</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • WCS: RN, OB techs, CNA, Lactation • ED: RN, Medics, techs <p><u>Optional but strongly encouraged:</u></p> <ul style="list-style-type: none"> • ARR • Resource: RN
<p>Essential</p>	<p>Makeup</p> <p align="center"><u>Glucommander Re-Launch</u></p> <p>The purpose of this education is to provide supplemental education and case studies to work through common problems identified by staff.</p> <p align="center">****Only Offered January 9 and January 28****</p> <p align="center">Approximate time to complete: 1.5 Hours</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • All staff that did not complete during the September Expo & all new hires after 8/1/2025. • 3-2: RN, LPN • 6-2: RN, LPN • 7-2: RN, LPN • 8-2: RN, LPN • ARU: RN • ED: RN • ICU: RN • Resource: RN <p><u>Optional for:</u></p> <ul style="list-style-type: none"> • Other RN or LPN that may interact with Glucommander
<p>Mandatory</p>	<p align="center"><u>Limb Loss (CARF 2026) Slide Transfer Devices</u></p> <p>Learners will discuss amputation management for the patient with lower limb loss and perform a hands-on competency with slide transfer devices.</p> <p align="center">Approximate time to complete: 1 hour</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • ARU: RN, CNA, Rehab techs, PT, PTA, OT, COTA, ST <p><u>Optional for:</u></p> <ul style="list-style-type: none"> • Resource: RN, CNA • SONU: RN, LPN, CNA

Essential**IV Line Maintenance**

This course works through the process of proper line selection and addresses frequent questions for proper line care. A member of the Vascular Access Team will be available to answer questions and work through patient case studies.

Approximate time to complete: 45 Minutes

Required for:

- 3-2: RN, LPN
- 6-2: RN
- 7-2: RN, LPN
- 8-2: RN, LPN
- Resource: RN
- OP Infusion: RN

Optional for:

- ARR

Essential**5 Star ED**

This peer-led course introduces our Emergency Department front-line staff to CRMC's new process improvement initiative aimed at enhancing both patient and staff experiences. Through the principles of relationship-centered care, this training explores how every team member can become a Patient Relationship Expert by fostering a culture of kindness, healing, and excellence. Participants will engage in discussions and exercises centered around the Seven Five-Star ED Habits, the core behaviors that drive compassionate care, teamwork, and operational excellence. The course will emphasize how our team can incorporate these habits in daily practice, contributing to a more supportive, efficient, and healing ED environment.

Approximate time to complete: 1 Hour

Required for:

- ED: RN, Mental Health RN, Nurse residents, Agency RN, Medics, Lead Techs, Techs

Essential**Pediatric Skills Lab**

Participants will work through an unfolding case scenario on pediatric DKA and review the pediatric asthma protocol and bronchiolitis/HHFNC, as well as complete a pediatric code cart review to increase competence in knowledge and skill of high-risk, low frequency DKA and code cart scenarios and review high frequency but problem-prone protocols for asthma and HHFNC.

Approximate time to complete: 1 Hour

Required for:

- WCS: RN who did not complete during September 2025 Expo
- Pharmacists (DKA only)
- ED: RN, Medics

Optional for:

- Resource: RN if not already attended
- ARR
- Respiratory Therapy

<p>Essential</p>	<p><u>Reducing Ventilator Days</u> Utilizing Daily Awakening Trials (DAT) and recognizing and treating pain, agitation and delirium (PAD) will reduce ventilator days and decrease patient complications. We will be discussing sedation medications, standardized process for DAT and review patient exclusions and considerations. Approximate time to complete: 1 Hour</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • ICU: RN • Respiratory Therapy <p><u>Optional for:</u></p> <ul style="list-style-type: none"> • ARR • Resource: RN
<p>Essential</p>	<p><u>SafeNSound Refresher</u> SafeNSound (SNS) is a tool that facilitates monitoring, documentation, and communication with Telemetry and Spacelab monitors. In addition, SNS can assist clinical staff in ensuring timely and accurate monitoring of patient rhythms. Lastly, this class will review important considerations when transferring patients, how Rover can be helpful, and the importance of timely implementation of Telemetry monitoring. Approximate time to complete: 1 Hour</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • 3-2: RN, LPN, CNA • 6-2: RN, CNA, Tele Techs • 7-2: RN, LPN, CNA • 8-2: RN, LPN, CNA • ICU: RN, CNA • Resource: RN, CNA, RCT • Dialysis: RN • PACU • Same Day Surgery • ARR
<p>Essential</p>	<p><u>L&D and MBU Skills Lab</u> This skills lab will focus on JADA, Bakri, Fetal Pillow, Belmont, Nitrous Oxide, shoulder dystocia, and QBL. Approximate time to complete: 30 Minutes</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • WCS: RN, OB techs <p><u>Optional but highly encouraged for:</u></p> <ul style="list-style-type: none"> • ED: RN, Medics • ARR • Resource: RN

"Today's accomplishments were yesterday's impossibilities." --Robert H Schuller

Mandatory

Respiratory Protection

This course is designed to provide a competency assessment on the use of the respiratory protection devices and fulfills the annual requirements for N95 mask fit testing.

- **All staff are required to attend regardless of when you completed your last mask fit testing/training (even those completed in December).**
- **You will need to complete your online health survey prior to registering for the live class, see page 11.**
- Agency staff that will extend must attend
- Facial hair must be shaved prior to attendance for staff wishing to wear an N95.
- You should not eat, drink, or smoke 30 minutes prior to attending the course. (This could cause you to not pass your fit testing).
- If you do not wear a PAPR/CAPR frequently, we encourage you to attend the live training that will be available at this time.
- There is an online course that is separate from the live course, you must complete both the in-person mask fit testing and the online module.
- If you need to attend expo for other events, please attempt to complete your N95 Mask Fit Testing and Respiratory Education at the East Campus to allow others that do not need to come to Expo to complete theirs at the West Campus.
- All staff that were hired in 2025 or prior will need to complete a mask fit testing.

*****Notice:** Staff that are not medically cleared for N95 through Occupational Health will not be eligible to fit test on the same day and may require medical clearance through your PCP. Please bring a letter of clearance with you to your Mask Fit appointment if you know that you will need this.

*****Please sign up for a time slot in HealthStream and complete pre-activities prior to coming*****

Approximate time to complete: 45 minutes

Required for:

- RNs, LPNs, Medics, CNAs, Techs from all inpatient areas, ARU, Resource, Dialysis, ED.
- BHS inpatient staff that provide direct patient care
- Periop services, SDS, PACU, and OR
- PT/OT/Speech
- Pharmacists, Pharm 2 techs, Pharm Lead Techs
- Lab: Micro, Phlebotomy
- Care Clinic
- Cardiopulmonary and EKG
- Medical Imaging/Radiology
- Housekeeping
- ARR
- Providers
- Case Management, Social Workers
- Chaplains
- Security
- Davis Hospice
- Wound Care: RN, CNA, hyperbaric tech
- Financial Navigators
- Patient Access
- Bio Med
- Transport Staff
- Mobile Integrated Staff
- Telesitters
- PSAs
- Facilities
- Any staff from ancillary departments required to enter an isolation room

N95 Mask Fit Testing Dates

N95 Mask Fit Testing Dates	
East Campus	West Campus
January 7, 9, 12, 23, 26, 28	January 8, 13, 16, 19, 21, 29, 30

Equipment Rodeo—Drop-in Booth—Essential

We will be closing the Equipment Rodeo:

- ***For the day @ 3:00 pm***
- ***Please 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 instructor to have lunch. Stop by before or after your classes to learn some new equipment and refresh your knowledge on existing equipment or process changes.

Self-Study: (Educators available as needed to assist)

- Adult Code Cart
- Lucas
- PAPR/CAPR

Instructor Led Learning Event:

- Tenecteplase (TNK) Dosing Updates
- Veroflo Therapy
- Beyond the Checkbox: Benefits of RL6 Occurrence Reporting
- Bio-Medical Minute
- Mixing Adenosine at Bedside: Compounding for the Single Syringe Technique

Remember Your Badge

Utilize the Imprivata badge scanners at each booth to “sign” the roster and obtain credit for attending. Once you tap in, you may need to enter your pin number.

Approximate time to complete: 30-90 minutes

******Time required depends on your specific requirements******

Continue to the next page to review the
Equipment Rodeo booth requirements

If HealthStream class offerings are required for you to complete, they will be assigned to you in your HealthStream account starting on or before **January 1st**.



<p>Mandatory</p>	<p align="center"><u>Annual Heart Failure Education</u></p> <p>This module provides an updated, evidence-based overview of Congestive Heart Failure (CHF) tailored for inpatient nursing staff. It focuses on enhancing clinical knowledge, improving patient outcomes, and supporting self-care strategies or patients with CHF.</p> <p align="center">Approximate time to complete: 30 Minutes</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • 3-2: RN, LPN • 6-2: RN • 7-2: RN, LPN • 8-2: RN, LPN • ARU: RN • ICU: RN • Resource: RN • ARR
<p>Essential</p>	<p align="center"><u>Critical Lab Value Notification</u></p> <p>This course is an update in practice on receiving critical lab value notifications in Epic and on Rovers.</p> <p align="center">Approximate time to complete: 30 Minutes</p>	<p><u>Required for:</u></p> <p>All RNs, LPNs, and medics who receive critical lab results</p>
<p>Essential</p>	<p align="center"><u>Hazardous Medication Training</u></p> <p>This course will familiarize staff with USP 800 standards and procedures for hazardous medication administration and spill clean-up kit and materials. The list of hazardous medications is quite extensive.</p> <p align="center">Approximate time to complete: 20 Minutes</p>	<p><u>Required for:</u></p> <ul style="list-style-type: none"> • 8-2: RN, LPN, CNA • ED: RN, MH RN, Medics, Techs • AIC: OP Infusion RN • Resource: RN, CNA • Same Day Surgery • PACU • ICU: RN, CNA • ARR • Radiation Oncology: RN • Pharmacy

“All our dreams can come true, if we have the courage to pursue them.” --Walt Disney



Essential

SafeNSound Refresher

A quick refresher on how to support a patient on a Telemetry monitor. In addition, review important communication

Approximate time to complete: 30 Minutes

Required for:

- Physical Therapy
- Occupational Therapy
- Cardiac Services
- OR
- Invasive Radiology
- WCS
- Respiratory Therapy
- Radiology
- Transport
- Radiation Therapy

Essential

Infection Control for Home Hospice

This interactive course helps hospice clinicians and supportive staff turn infection-control policies into everyday habits that truly protect us and our patients. Through real-life examples and simple techniques, participants will learn how small actions - like when to wash hands or where to place a supply bag - can make a big difference in keeping care safe at home.

Approximate time to complete: 30 Minutes

Required for:

- Hospice: RN, CNA, MSW, Chaplain, Volunteer Coordinator

Mandatory

Respiratory Protection E-Learning Module

This module will review the various respiratory protection devices utilized at CRMC to include surgical masks, N-95 masks, PAPRs, CAPRs, and isolation gear. This course will review how to use them, and when to use them. Additionally, it will review the various types of respiratory contagious illnesses and what Personal Protection Equipment (PPE) is required for each illness.

Approximate time to complete: 1 Hour

Required for:

- All hospital employees at CRMC that are required to complete N95 Mask Fit Testing (see page 7 for a full listing).

******This must be completed before registering for a time to complete mask fit testing******

“Success is peace of mind, which is a direct result of self-satisfaction in knowing you made the effort to become the best of which you are capable.” --John Wooden



Mandatory

Spinal Cord Injury (CARF 2026) Bowel Programs

Learners will review bowel programs for the patient diagnosed with spinal cord injury based on current evidence and practice on ARU.

Approximate time to complete: 30 Minutes

Required for:

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

Optional for:

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

Essential

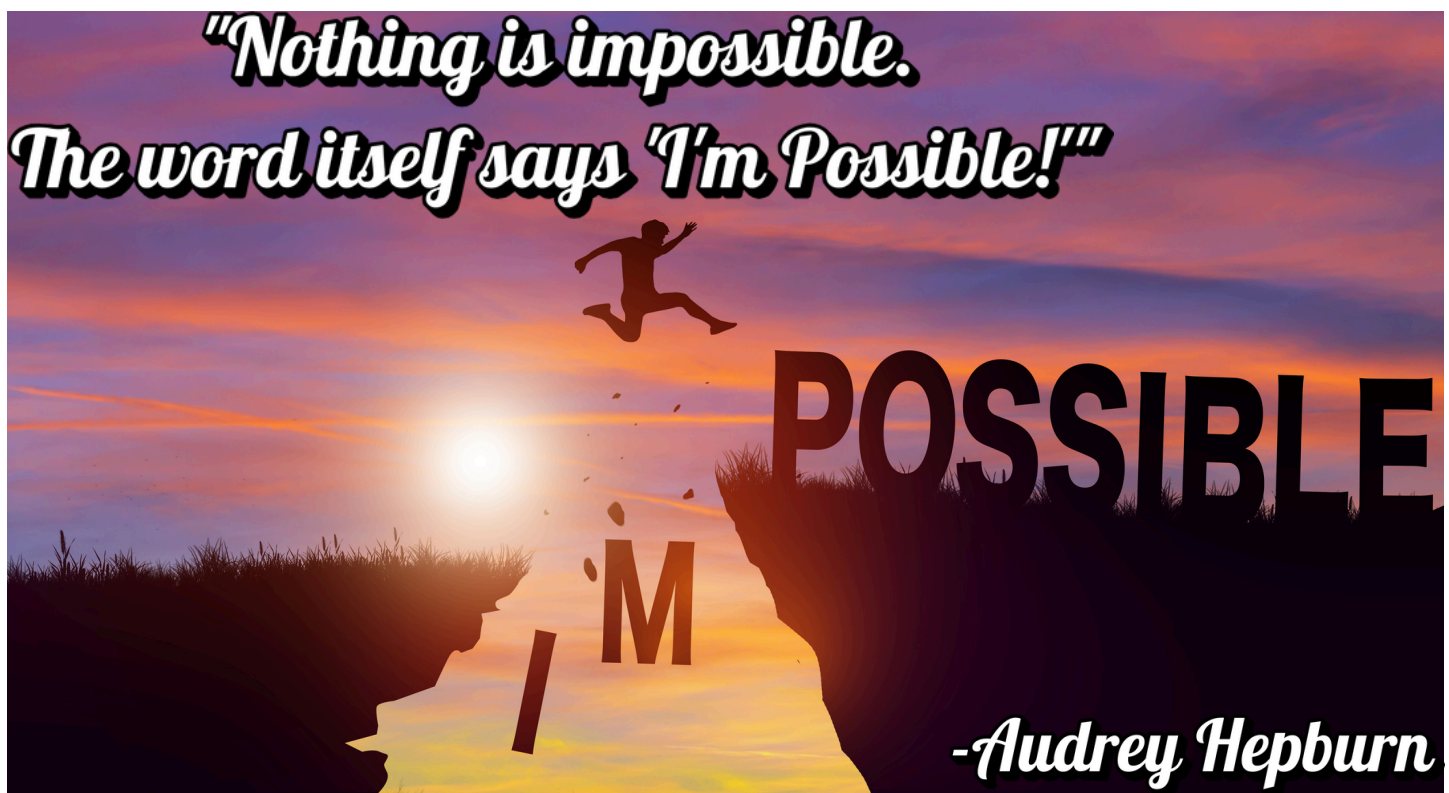
Waste Procedures & Policy Review

This course equips nurses with essential knowledge and skills for the safe disposal of unused, expired, and/or discontinued medications. It covers regulatory guidelines and institutional protocols to prevent diversion and contamination with an update on the most recent policy changes.

Approximate time to complete: 10 Minutes

Required for:

- All RNs and LPNs that waste medications
- ED: Medics



Name of Event	7:00-7:30	7:30-8:00	8:00-8:30	8:30-9:00	9:00-9:30	9:30-10:00	10:00-10:30	10:30-11:00	11:00-11:30	11:30-12:00	12:00-12:30	12:30-1:00	1:00-1:30	1:30-2:00	2:00-2:30	2:30-3:00	3:00-3:30	3:30-4:00	
Equipment Rodeo Drop-In Booth		East Multipurpose Room 1st Floor								No new admit	Closed for lunch	East Multipurpose Room 1st Floor							
Blue Band Initiative HealthStream sign-up required			Grand Teton Basement											Grand Teton Basement					
IV Line Maintenance HealthStream sign-up required					TIME: 9:15-10:00 Capital 1st Floor					Capital 1st Floor									
L&D & MBU Skills Lab HealthStream sign-up required							TIME: Starting every ½ hour Sim Lab/Cottonwood 1st Floor												
Limb Loss (CARF) Slide TX Devices HealthStream sign-up required			Gannett Peak 1st Floor																
Respiratory Protection HealthStream sign-up required	N-95 Fit Testing Room 1st Floor - Back by East Multipurpose Room																		
Pediatric Skills Lab HealthStream sign-up required							TIME: Starting every ½ hour Sim Lab/Cottonwood 1st Floor												
Reducing Ventilator Days HealthStream sign-up required					Warren Basement														
SafeNSound Refresher HealthStream sign-up required			Capital 1st Floor				TIME: 10:15-11:15 Capital 1st Floor						Capital 1st Floor						
5 Star ED HealthStream sign-up required							Grand Teton Basement			Grand Teton Basement									

***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.

Name of Event	7:00-7:30	7:30-8:00	8:00-8:30	8:30-9:00	9:00-9:30	9:30-10:00	10:00-10:30	10:30-11:00	11:00-11:30	11:30-12:00	12:00-12:30	12:30-1:00	1:00-1:30	1:30-2:00	2:00-2:30	2:30-3:00	3:00-3:30	3:30-4:00			
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SafeNSound Refresher HealthStream sign-up required	Capital 1st Floor				TIME: 10:15-11:15 Capital 1st Floor				Capital 1st Floor										
5 Star ED HealthStream sign-up required	Grand Teton Basement						Grand Teton Basement												

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Name of Event	7:00-7:30	7:30-8:00	8:00-8:30	8:30-9:00	9:00-9:30	9:30-10:00	10:00-10:30	10:30-11:00	11:00-11:30	11:30-12:00	12:00-12:30	12:30-1:00	1:00-1:30	1:30-2:00	2:00-2:30	2:30-3:00	3:00-3:30	3:30-4:00								
Equipment Rodeo Drop-In Booth	East Multipurpose Room 1st Floor								No new admit	Closed for lunch	East Multipurpose Room 1st Floor															
Blue Band Initiative HealthStream sign-up required	Grand Teton Basement																			Grand Teton Basement						
Glucommander Re-Launch HealthStream sign-up required																	Gannett Peak 1st Floor									
IV Line Maintenance HealthStream sign-up required					TIME: 9:15-10:00 Capital 1st Floor																			Capital 1st Floor		
L&D & MBU Skills Lab HealthStream sign-up required																	TIME: Starting every ½ hour Sim Lab/Cottonwood 1st Floor									
Limb Loss (CARF) Slide TX Devices HealthStream sign-up required	Gannett Peak 1st Floor																									
Respiratory Protection HealthStream sign-up required	N-95 Fit Testing Room 1st Floor - Back by East Multipurpose Room																									
Pediatric Skills Lab HealthStream sign-up required							TIME: Starting every ½ hour Sim Lab/Cottonwood 1st Floor																			
Reducing Ventilator Days HealthStream sign-up required					Warren Basement																					
SafeNSound Refresher HealthStream sign-up required	Capital 1st Floor						TIME: 10:15-11:15 Capital 1st Floor									Capital 1st Floor										
5 Star ED HealthStream sign-up required							Grand Teton Basement			Grand Teton Basement																

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