Corporate and Continuing Education

REACH IT Initiative

HIT Trainer

General Description
Workers in this role design and deliver training programs using adult learning principles to employees in clinical and public health settings.

Possible Job Titles
- HIT trainer
- Electronic health record (EHR) implementation trainer

Preferred Skills and Experience
- Experience as a health professional or health information management specialist preferred. Experience as a trainer in the classroom and previous technical knowledge involving network security or other advanced information technology concepts and processes also desired.
- Good communication skills including workplace interaction and communicating complex information.
- Ability to adapt to changing conditions as well as to diagnose and solve technical and workflow problems.
- Ability to apply a plan of action and manage time well in the course of a project.

Course Curriculum
- Introduction to information and computer science
- Health management information systems
- Professionalism / customer service in the health environment
- Usability and human factors
- Training and instructional design
- Introduction to health care and public health in the U.S.
- The culture of health care

Competencies Gained During Training
- Ability to use a range of health IT applications, preferably at an expert level.
- Communicate clearly both health and IT concepts as appropriate, in language the learner/user can understand.
- Apply a user-oriented approach to training, reflecting the need to empathize with the learner/user.
- Assess training needs and competencies of learners.
- Accurately assess employees' understanding of training, particularly through observation of use both in and out of classroom.
- Design lesson plans, structuring active learning experiences for users and creating use cases that effectively train employees through an approach that closely mirrors actual use of the HIT in the patient care setting.
- Maintain accurate records of training events.
- Maintain accurate training records of the users and develop learning plans for further instruction.

Estimated length of training: six months (146 contact hours)
Program is entirely online with an approximately 20-25 hour per week commitment to complete the reading, comprehension, assignments and quizzes.