

Tuesday, May 22 – Day 1

8:00 a.m. – 12:00 p.m.

Roosevelt SBC

Room 143
4029 28th Ave S
Minneapolis, MN 55406

- Roosevelt and South normal Tuesday staff report to Roosevelt SBC
- Kate Bots to be scheduled for appointments at Roosevelt before 12:00.
- Kristine Martin to attend this training
- Roosevelt providers (including RD) should each be scheduled for at least one appointment before 12:00 in order to test variety of types of appointments and charges.
- NextGen Trainer, Mariam Blue, will be on-site to help with any issues and give additional training
- Pat Neska will be on-site to enter charges and troubleshoot Encounter issues
- Brian and Barb on-site
- South SBC staff return to South at 12:00 for lunch and afternoon appointments. Contact Brian or Barb with any questions or issues during this time.

1:00 p.m. – 4:30 p.m.

Southwest SBC

Room E021
3414 E 47th Street
Minneapolis, MN 55410

- Southwest and Washburn normal Tuesday staff report to Southwest SBC
- Julie Polan to attend this training
- Southwest providers should each be scheduled for at least one appointment after 1:00 in order to test variety of types of appointments and charges.
- NextGen Trainer, Mariam Blue, will be on-site to help with any issues and give additional training
- Pat Neska will be on-site to enter charges and troubleshoot Encounter issues
- Brian and Barb on-site

Wednesday, May 23 – Day 2

8:00 a.m. – 12:00 p.m.

Edison SBC

Room 107
700 22 Ave NE
Minneapolis, MN 55418

- Edison normal Wednesday staff report to Edison SBC
- Lori Carlson to be scheduled for appointments at Edison all day (Barb Andrews at Henry).
- Edison providers should each be scheduled for at least one appointment before 12:00 in order to test variety of types of appointments and charges.
- NextGen Trainer, Mariam Blue, will be on-site to help with any issues and give additional training
- Pat Neska will be on-site to enter charges and troubleshoot Encounter issues. Submit first batch of claims to Gateway.
- Brian and Barb on-site
- Any staff from Day 1 training who wish to have additional training may also come to Edison

1:00 p.m. – 4:30 p.m.

Henry SBC

Room 212
2020 43 Ave N
Minneapolis, MN 55412

- Henry normal Wednesday staff
- Barb Andrews to be scheduled for appointments at Henry all day.
- Henry providers (including RD) should each be scheduled for at least one appointment after 1:00 in order to test variety of types of appointments and charges.
- NextGen Trainer, Mariam Blue, will be on-site to help with any issues and give additional training
- Pat Neska will be on-site to enter charges and troubleshoot Encounter issues
- Brian and Barb on-site
- Any staff from Day 1 or Edison training who wish to have additional training may also come to Henry