

# EPIC TRAINING

## Accessing the Epic Playground



### Remote Access or Personal Computer


1. Access **Epic Hosted**:  
<http://epic.houstonmethodist.org>.
2. Log in with your Houston Methodist **Email** and **Password**.
3. On the Citrix page, ensure Houston Methodist is selected and click Continue.
4. Enter your Houston Methodist **Password**.
5. Locate **Epic – PLAY** and *double-click* to open.



### Houston Methodist Computer: Logged in as Yourself or Shared Workstation

1. Click on the **up arrow** in the system tray  
(*next to the time*).



2. *Double-click* on the **Citrix** icon. 

3. Select **All Applications**, locate **PLAY** and *double-click* to open.



## Getting Started in the Playground

- You can't use your Houston Methodist network ID and password to log in to **PLAY**.
- You must use a "training" user ID and password particular to your job role.
- Actions taken while practicing (i.e., placing orders, documenting) are erased nightly so the environment is clean for practicing the next day.
- Locate your job role and corresponding **PLAY User ID** and **Password** on the pages that follow. To log in to **PLAY**.

## Generic Playground User IDs and Passwords

Ambulatory-Specific Roles		
Role	User ID	Password
Clinic Support Staff	Nurse20	train
Urologist	Intmd109 (choose a urology login dept.)	train
Primary Care Provider	Intmd109	train
Endocrinologist	Intmd109 (Choose an endo. login dept.)	train
Ophthalmologist	Oph10	train
Orthopedist	Ortho10	
Front Desk	Cadsched24	train
Referrals	Cadref24	train
Template Builder	Cadtemp24	train
Clinic Manager	Mgr01	train
Outpatient Pharmacy (Willow Pill Bottle)		
Rxambpharm	Pharmacist	epic
Rxambtech	Technician	epic
Rxambmgr	Manager	epic
Research Roles		
Research Biller	Rshbiller00	train
Research Coordinator	Intrc100	train
Inpatient Roles		
Admit-Discharge-Transfer (ADT)		
Patient Access	Adtpa	epic
Admission Supervisor	Adtadsp	epic
Financial Counselor	Adtfc	epic
Auth/Cert	adtfc	epic
Bed Planning	Adtbedpl	epic
Transport Manager	Adtrnmgr	epic
EVS Manager	Adtevs	epic
Transfer Center	Adtbedpl	epic
Information Services	Adtinfo	epic
Anesthesia		
Anesthesiologist/CRNA	ANE01	train
Perfusionist	PERF110	train

<b>Cardiology (Cupid)</b>		
Cath Lab Nurse/ Invasive Prep Recovery Nurse	CVINVRN01	train
Registry Abstractor	CVAbs01	train
Invasive Charge Entry	CVINVCE01	train
Non-Invasive Scheduler	FD01	train
Non-Invasive Nurse	CVNIRN01	train
Non-Invasive Technologist	CVTech01	train
Manager	CVINVMgr01	train
Invasive Scheduler	CVSchd01	train
<b>Emergency Department (ASAP)</b>		
ED Nurse	EDRN01 or EDLVN01	train
ED Physician	EMER01	train
ED Tech	EDTECH01	train
ED EMT/PARA	EDEMT01	train
ED Unit Secretary	EDCLERK01	train
ED Charge Reviewer	EDCHARGE01	train (Select ED/OBS Charge Editor for Job)
ED Manager	EDMGR01	train
<b>Role</b>	<b>User ID</b>	<b>Password</b>
<b>Hospital Billing</b>		
HB Biller	hbbiller00	epic
HB Biller Manager	hbmgr00	epic
HB APC Biller	hbapcbiller00	epicEDEM
HB CDM Coordinator	hbcdm00	epic
HB Institutional Account Analyst	hbclientbiller00	epic
HB Nurse Auditor	hbnurseauditor00	epic
HB Claims Manager	hbclaimsmgr00	epic
HB Follow-Up Representative	hbinsurancefol00	epic
HB Follow-Up Manager	hbinsurancefolmgr00	epic
<b>Inpatient Provider</b>		
Cardiologist (Invasive)	CVINV01	train
Cardiologist (Non-Invasive)	CVNI01	train
Gastroenterologist	Gi10	train
Intensivist	Icu10	train
Internal Med/Hospitalist	Im10	train
LTAC PMR	Pmr10	train
Neonatologist	Nicu10	train
Nephrologist	Neph10	train
Neurologist	Neuro10	train
Orthopedic Surgeon	Ortho10	train
Psychology	Beh10	train
Pulmonary	Pul10	train
Resident	IM10	epic
Surgeon	Sur10	train
<b>Inpatient Clinical Staff</b>		
Med/Surg, Rehab, SNF Nurse	IPRN00	train
ICU Nurse	IPRN00	train

Psych Nurse	IPRN00	train
Student Nurse	StudentRN00	train
Wound Ostomy Nurse	WOCN00	train
PICC Nurse	PICC00	train
Dialysis Nurse	DIALYSIS00	train
PCA Level I, II, & III	PCA00	train
Mental Health Tech	MHT00	train
Unit Secretary	US00	train
MDS Coordinator	MDS00	train
Cardiac Rehab	CardRehab00	train
Pulmonary Rehab	PulRehab00	train
Resp Therapy	Resp00	train
PT	PT00	train
<b>Role</b>	<b>User ID</b>	<b>Password</b>
OT	OT00	train
SLP (Speech)	SLP00	train
EEG Tech	EEG00	train
Telemetry Technician	zzmontech	epic
Apheresis Nurse	APRN00	train
Apheresis Tech	APTech00	train
Case Manager	CM00	train
Utilization Reviewer	UR00	train
Social Worker	SW00	train
Quality	Qual00	train
Infection Control	ICP00	train
Dietician	IPRD00	train
Diabetes Nurse Educator	DMEDU00	train
Spiritual Care	SC00	train
Acute Pain Management	APMS00	train
Bioethics	Bioethics00	train
MAT Staff	Mat00	train
<b>Inpatient Pharmacy (Willow)</b>		
Pharmacist	IPHARM00	train
Pharmacy Technician	IRXTECH00	train
Pharmacy Manager	IPHARMMGT00	train
<b>Obstetrics/Labor and Delivery (Stork)</b>		
OB Nurse (L&D, M/B,NICU)	OBIPRN01	train Dept: HMWB Labor Delivery
OB MD	OBGYN01	train
Lactation Nurse	OBIPRN01	train
OB Unit Clerk	OBPCA01	train
OB PCA	OBPCA01	train
<b>Oncology (Beacon)</b>		
Oncologist	MEDONCO0	train
OP Oncology RN (OPC 21)	OPINF00	train
OP Oncology RN (OPC 24)	OPINF00	train
OP Oncology RN (WP 11)	OPINF00	train
Oncology Pharmacist	IPHARM00	train

IP Oncology RN	IPINFO0	train
Tumor Registrar	TROO	train
Nurse Navigator	NAVOO	train
Outpatient Infusion PCA	OPPCA00	train
Oncology Manager	BCNMG00	train
<b>OR (OpTime)</b>		
Intra-Op Nurse	circ00	train
Pre-Op/Phase II Nurse	pre00	train
PACU Nurse	pacu00	train
Surgery Scheduler	orsched00	train
Preference Card Builder	pcb00	train
PAT Nurse	pat00	train
Charge Poster	post00	Train
Charge Nurse	charge00	Train
Endo Nurse	endo00	Train
<b>Role</b>	<b>User ID</b>	<b>Password</b>
<b>Professional Billing (Resolute)</b>		
Charge Capture Supervisor	pbchgsup00	epic
Charge Entry User	pbcoder00	epic
Claim Reviewer	pbclaimreviewer00	epic
Credit Analyst	pbcredit00	epic
Coder	pbcoder01	epic
Payment Poster	pbrmt00	epic
Payment Poster Supervisor	pbpps00	epic
Front-End Biller	pbfrontdesk00	epic
PB AR Rep	pbrmt01	epic
Research Biller	researchbiller00	epic
Claims Supervisor	pbclaimssup00	epic
Insurance Follow-Up Representative	pbinsurancefol00	epic
Insurance Follow-Up Supervisor	pbinsurancefolsup00	epic
<b>Radiology (Radiant)</b>		
Radiology Tech	CT - RISTECH01 MRI - RISTECHMRI01 XR - RISTECHXR01 US - RISTECHUS01 NM - RISTECHNM01	train
Radiology Nurse	IRRN01	train
Radiologist	IRO1	train
Mammo Tech	BITECH01	train
Mammo Radiologist	BIR01	train
Radiology Manager	RISMGR01	train
<b>Single Billing Office (SBO)</b>		
Customer Service Representative	sbocs00	epic
Customer Service Manager	sbocsmgr00	epic
Payment Poster	sbopaypost00	epic
Payment Poster Manager	sbopaypostmgr00	epic
Self-Pay Follow-Up Representative	sboselfpayfol00	epic
Self-Pay Follow-Up Manager	sboselfpayfolmgr00	epic

Transplant		
Care Team (Coordinator Assistant, Dietician, Social Worker)	PHXCT01	train
Nurse Manager, Transplant Coordinator	PHXRN01	train
Medical Assistant	TXPMA01	train
Outreach Coordinator	PHXOUT	epic
OR and Intra-Op Nurse	PHXINTRARN01	Train

Questions? Contact us at [epictraining@houstonmethodist.org](mailto:epictraining@houstonmethodist.org)

Updated: 10/23/2020

