



**Healthcare Facilities  
Management & Operations**  
***TOTAL TRAINING PROGRAM***

*Because competent, trained personnel  
is a requirement ...not a luxury.*

## It's never been enough to have plans and procedures in place.

With preventable medical errors on the rise, all the accrediting bodies are placing an emphasis on the human factor, and are **requiring healthcare facilities to prove that each staff member, including contract staff, has fulfilled and continues to fulfill educational requirements necessary for competence in their position.** For a facility to be guaranteed accreditation, there can be no weak link.

**The challenge: More comprehensive training** during times of continually shrinking budgets. MGI Systems, which in 1995 began producing educational courses related to all components of facility infrastructure, has been working towards a solution.

**MGI Systems now offers:**

***The industry's most comprehensive – and effective – online facility management training solution designed for the unique specifications of healthcare facilities.***

## Healthcare Facilities Management & Operations Training

A comprehensive online “e-learning” training library with courses geared towards every level of personnel engaged in facility management, from entry level healthcare engineering techs, to supervisors, and on up to managers, directors and administrators. These courses can be used for basic orientation, advanced “how to” testing, and for customizing facility protocols for specific equipment.

### A to Z Comprehensive Curriculum\*

MGI Systems' curriculum is complete and dynamic—updated whenever codes and standards change, addressing every aspect of facility management and operations. Currently MGI's interactive, flash based courses cover:

- **Electrical** (Basic Electrical for Health Care, NFPA 70E (Arc Flash), EPSS, IPS, UPS, MCCC)
- **HVAC**
- **Life Safety Systems**
  - Fire Warning Systems (Fire Alarms)
  - Fire Protection Systems (Sprinklers and Standpipes)
  - Emergency Power Systems (Lighting, Required Power Outlets, Exiting Lights)
  - Emergency Communications
- **Medical Gas**
- **Emergency Management**
- **Infection Control** (Construction & Maintenance Activities)
- **OSHA** (Arc Flash)

◆ **New courses added quarterly** ◆

\*Courses include updates critical to continuing compliance. They instruct on all facility management codes and best practices related to the JC's Environment of Care, and the DNV's Physical Environment. Courses are designed to meet or exceed the requirements set forth by the NFPA standards and enforced by the CMS, The Joint Commission, OSHA and the EPA.

## All MGI Healthcare Facilities Management & Operations courses are:

- ✓ ASHE CEU approved
- ✓ Compliant to both The Joint Commission EC.03.01.01 and DNV SM.5, .7 and PE.1
- ✓ Written by hospital facility managers and trade supervisors
- ✓ Uploadable to hospital's LMS – and SCORM compliant

## MGI's highly effective online learning

Our in-house course development experts follow sound instructional design and adult learning methodology, putting over 400 hours into each course to ensure a high-quality, highly effective, interactive learning experience. We constantly monitor the regulatory marketplace to ensure that every learning experience is engaging and most importantly, accurate.



### Employee learning and retention are maximized with rich multimedia features including:

- Intuitive course navigation and bookmarking
- High-quality course narration, with high-resolution text, graphics and illustrations
- Challenging learning activities, brainteasers and post-tests to reinforce and evaluate employee knowledge

Your employees can access training assignments anytime, anywhere, from virtually any Internet-connected computer. And you can manage and report on your training efforts the same way. Whether you have five employees or 50,000, MGI's system has the flexibility to fit any environment and the power to get results.

*"Time and budget constraints now limit the amount, and quality, of training available to personnel. No longer can a facility afford to send staff off campus....the cost of travel sometimes exceeds the cost of the training course. 'Web-based training' offers an alternative which is more practical and less expensive. But no matter what method you choose, The Joint Commission and DNV standards require continuing education." —Dan Chisholm, Sr., Principal, MGI Systems, Inc.*

MGI takes care of all your facilities management training requirements.

# MGI's Healthcare Facilities Management and Operations Training gives you the power to:

- Train your employees as much as you want on the training titles of your choice for one fixed annual fee.\*
- Schedule a series of training requirements at pre-selected intervals.
- Provide new hire orientation.
- Allow your employees to ask questions and provide feedback through our two-way messaging system.
- Access real-time reports on training activities including assignments, completion status and test scores.
- Automate email report distribution to facilitate communication of training progress.
- Upload current in-house training programs and OEM manuals on your equipment.
- Duplicate your company's employee hierarchy, allowing you to assign training and track results by employee, department, location or company-wide, providing documentation required by the Joint Commission, OSHA and other regulatory agencies

**MGI Systems**

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Click on the name to take the module or to get detailed session. Click on the icon to go to the Knowledge Center. Click on Refresh to see the most recent list of courses you are enrolled in.

Learning Program/Module	Date	Type	Status
MGI-ME-008 HVAC Maintenance and Troubleshooting	Dec 18, 2008 4:26 PM EST	Online	In Process
MGI-ME-007 HVAC Energy Savings	Dec 18, 2008 1:13 PM EST	Online	In Process
MGI-ME-006	Dec 17, 2008 3:25 PM EST	Online	In Process
MGI-ME-005 Noise and Vibration	Dec 17, 2008 10:58 AM EST	Online	In Process
EL-001 Health Care Electrician Basics	Dec 15, 2008 2:45 PM EST	Dec 15, 2008 2:46 PM EST	Completed
MGI-ME-004 Special Needs Areas in Hospitals	Dec 15, 2008 2:23 PM EST	Online	In Process
EL-022 NEC Changes 2008		Not yet started	Not Started
MGI-ME-003 Ventilation and Air Distribution	Dec 9, 2008 2:55 PM EST	Online	In Process
MGI-EL-022 NEC Changes for Health Care 2008	Dec 5, 2008 11:52 AM EST	Dec 5, 2008 12:03 PM EST	Completed
MGI-ME-002 Temperature and Humidity Control	Dec 10, 2008 2:03 PM EST	Online	In Process
MGI-ME-001 Health Care HVAC Systems Overview	Nov 11, 2008 2:37 PM EST	Online	In Process
MGI-EL-001 Health Care Electrician Basics	Nov 4, 2008 3:32 PM EST	Online	In Process
MGI-EL-034 Electrical Testing Program	May 2, 2008 10:25 AM EDT	Online	In Process
MGI-EL-015 Specific Equipment Maintenance and Testing	Apr 29, 2008 2:33 PM EDT	Online	In Process
MGI-EL-017 Role of the EPSS in Health Care	Apr 7, 2008 12:28 PM EDT	Online	In Process
MGI-EL-013 Essential Electrical Systems	Apr 2, 2008 12:46 PM EDT	Online	In Process
MGI-EL-001 Health Care Electrician Basics	Apr 2, 2008 12:38 PM EDT	Apr 7, 2008 4:27 PM EDT	Completed

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## \* Included with the annual fee, students will have access to:

- All courses for 12 month period, including updates
- All new courses that are released during the year
- MGI's monthly newsletter, including special student-only accessible news section
- Training Forum to ask questions to our instructors and fellow students
- Archive of over 600 articles on maintenance and testing
- Records/transcripts of all courses taken with ability to print certificates online

## Contact us at MGI for more information on:

References to educational requirements by accrediting organizations to aid in documenting your facility or engineering department's need for adequate budgeting for education and training.

MGI's Customization Services - including corporate branding/colors for off-the-shelf courses or custom courses for your specific needs.

