



DEER OAKS
THE BEHAVIORAL HEALTH SOLUTION

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NEW EMPLOYEE TRAINING PROGRAM

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Prior to your start date with Deer Oaks, and during the first month of employment, new team members are required to attend a variety of weekly training modules that incorporate components of:

- Clinical Service Delivery
- Administrative Procedures/Policies
- Electric Health Records (GNT)
- Point Click Care Training
- Monthly Training on Various Diagnostic Categories
- Case Consultation Calls

HOW TO ENTER TRAINING INTO GNT

In order for you to receive compensation for completed training, you must enter all training into GNT.

- Log into GNT
- Go to Tools
- Go to My Activity
- Go to Work History – this will pull up a calendar
- Double click on the date you completed training
- Request Training Time
- Be sure to enter the amount of training time, enter the training topic
- Enter OK
- Your Supervisor will receive notification and be able to approve.



Kerry Carver

Director of Onboarding &
Retention



Contact:

210.617.0047



Email:

kcarver@deeroaks.com