

# HOSPITAL ORIENTATION

**PURPOSE:** To provide the newly hired staff with information about the organizational mission, vision, values, and strategic objectives, accreditation agencies, EMTALA, corporate compliance, HIPAA, patient relations, infection control, hospital information systems, social services, cultural competency, and non-blood management program.

**OBJECTIVES:**

1. State institution's mission, vision, and values in performing job functions and responsibilities.
2. Describe EMTALA regulations.
3. Comply with general hospital administrative policies and procedures.
4. Comply with all safety policies and procedures in operating both patient care equipment and non-patient care equipment.
5. Comply with HIPAA regulations.
6. Comply with all infection control policies and procedures.
7. Comply with Health Information Systems rules and regulations.
8. Adhere to rules of professional conduct.
9. Make appropriate referrals to social work.
10. Describe the role of the patient relations department.

**TARGET AUDIENCE:** SUNY Employees, Research Foundation Employees, and Volunteers.

**PREREQUISITES:** None.

**FACILITATORS:** Donareen Denny, MSN, RN, CCRN

**2009 CLASS SCHEDULE:**

DATE	TIME	LOCATION
January 11	9 AM - 5 PM	LH 1B
January 25	9 AM - 5 PM	LH 1B
February 8	9 AM - 5 PM	LH 1B
February 22	9 AM - 5 PM	LH 1B
March 7	9 AM - 5 PM	LH 1B
March 21	9 AM - 5 PM	LH 1B
April 4	9 AM - 5 PM	LH 1B
April 18	9 AM - 5 PM	LH 1B
May 15	9 AM - 5 PM	LH 1B
May 29	9 AM - 5 PM	LH 1B
June 12	9 AM - 5 PM	LH 1B
June 26	9 AM - 5 PM	LH 1B

<b>July 10</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>July 24</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>August 7</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>August 21</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>September 4</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>September 18</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>October 2</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>October 16</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>October 30</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>November 13</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>November 27</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>
<b>December 11</b>	<b>9 AM - 5 PM</b>	<b>LH 1B</b>

**CONTACT HOURS:** None.

**REGISTRATION:** Please call Nursing Education/Institute of Continuous Learning at 718-270-2983 Monday – Friday between 8:30AM and 5PM.