



# CalvertHealth

## New Provider Orientation



# Calvert Health System Provider Orientation

## Module 2: Housekeeping



# Outline

- Health Requirements For Eligibility To Work
- Required Vaccinations
  - Influenza
- Logistics for Day-to-Day Work
- Electronic Resources
- Getting Around: Hospital Floorplans
  - Patient Areas
  - Behavioral Health and Transitional Care Unit



# Health Requirements for Work Eligibility

- Employee Health (Nancy Lord, RN) will confirm health eligibility to work (Ext 8110)
- All hospital staff (contracted or employed) are required to get an annual flu vaccine
  - Drug tests are mandatory for employment offer (including for contracted employees)
  - Proof of MMR vaccination is mandatory
  - Annual 2-step PPD tests are mandatory for any worker with regular patient contact



# Required Vaccinations

- Keeping our patients and staff healthy is a priority and YOU play a big role
- All medical staff **MUST** provide proof of immunity to various diseases

Disease	Requirement
Rubeola Rubella Mumps	Documentation of administration of appropriate dosing Laboratory evidence of immunity or laboratory confirmation of disease Born before 1957
Varicella	Documentation of 2 doses of vaccine at least 28 days apart Documentation of history or herpes zoster based on physician diagnosis Serologic evidence of immunity or confirmation by lab
Hepatitis B	Vaccination required for all practitioners Written proof of immunity Serologic evidence of immunity
Tdap	Proof of recent Tdap dose or one time dose 10 year booster
Tuberculosis (in communicable form)	Annual screening 2-step PPD at time of hire Baseline chest x-ray for previously positive skin test or documentation of previous treatment for latent TB



# Influenza

- Vaccination of healthcare workers reduces transmission of influenza in health care settings, staff illness and absenteeism
- All hospital employees, LIPs, contracted personnel, volunteers, students and some vendors are required to get a flu shot each year
- Shots provided free of charge at the hospital
  - If shots received elsewhere, proof must be provided
- Some exemptions apply and exempted individuals must wear protective gear while on the hospital grounds
- Penalties for non-compliance can include termination



# Logistics for Day-to-Day Work

- Badges: must be worn at all times, face out, above the waist
  - Available at HR
  - Swipe badges to gain access to secured areas (OR, Birth Center, ED, etc.)
- Parking: designated physician parking areas accessible with badge
- Physician Lounge, : accessible with badge
  - Located in Medical Staff Area
- Cafeteria: Basement level, open for breakfast, lunch, dinner
- Email: all providers are assigned a hospital email address (username@calverthealthmed.org) which is used for important messages
  - Including and especially log-in information for key systems (Meditech, Imprivata, NextGen, etc.)





# Electronic Resources

The screenshot displays the Calvert Health System website. At the top, there is a header with the Calvert Health System logo (featuring two yellow flowers) and the 'InTouch Newsletter' logo. Below the header is a navigation bar with the following links: Home, Applications, Policies and Procedures (circled in red), Forms and Documents, Emergency Resources, and FAQ. On the left side, there is a sidebar menu with two main sections: 'CLINICAL' and 'MEDICAL STAFF'. The 'CLINICAL' section lists various resources, including Accredited Training, Clinical Nutrition Resources, ICD-10 Documentation, LactMed, Lexi-Comp, Lippincott's Nursing Drug Guide, Lippincott's Nursing Procedures, Medical Calculators, Pharmacy Resources, PubMed, UpToDate, Safer Airway Video, VHA Leading Practices, and ZynxHealth. The 'MEDICAL STAFF' section lists resources such as Antimicrobial Stewardship Program, E Journals, Meditech CPOE, NextGen, NPI Look Up, Online References, Physician Directory, Practitioner License Verification, Provider Privileges, and Secure Texting. Both the 'CLINICAL' and 'MEDICAL STAFF' sections are circled in red.

Calvert Health System

InTouch Newsletter

Check Out The Latest Issue

CMHlink

Home Applications **Policies and Procedures** Forms and Documents Emergency Resources FAQ

CLINICAL

- Accredited Training
- Clinical Nutrition Resources
- ICD-10 Documentation
- LactMed
- Lexi-Comp
- Lippincott's Nursing Drug Guide
- Lippincott's Nursing Procedures
- Medical Calculators
- Pharmacy Resources
- PubMed
- UpToDate
- Safer Airway Video
- VHA Leading Practices
- ZynxHealth

MEDICAL STAFF

- Antimicrobial Stewardship Program
- E Journals
- Meditech CPOE
- NextGen
- NPI Look Up
- Online References
- Physician Directory
- Practitioner License Verification
- Provider Privileges
- Secure Texting

- Intranet - 'home' page on any hospital computer
  - Policies and procedures – Compliance 360
    - Administrative and clinical
  - Access to clinical resources
    - Medical calculator, pharmacy resources, PubMed
  - Access to medical staff resources
    - E journals, directory, secure texting
- Remote Access: 'Token' will be placed on your smartphone to access systems remotely
  - Email, Meditech, NextGen, etc. accessible from any computer with your token and log-in credentials
- Secure Texting available through Imprivata
  - See policy on Intranet for when/how to use secure texting





# Getting Around

## Main Floor

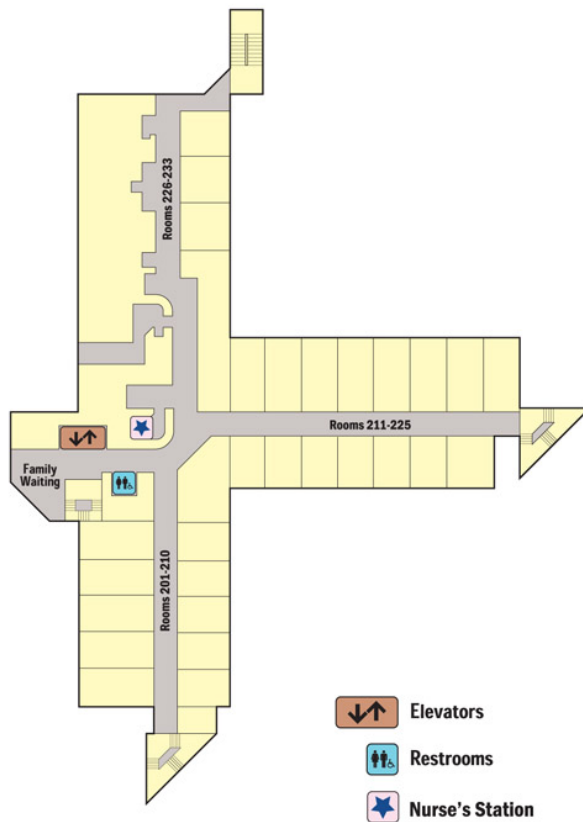


## Basement

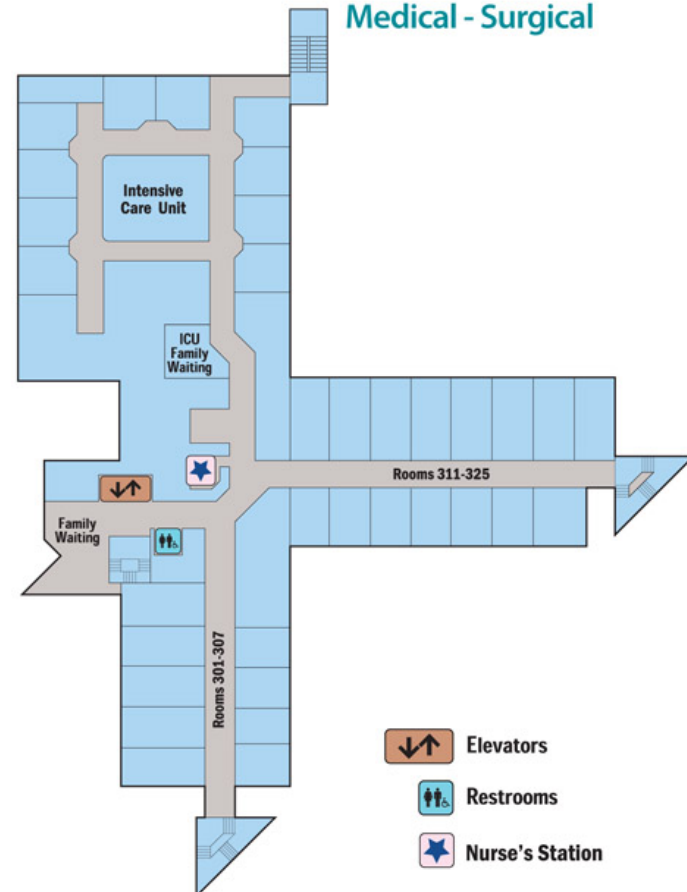


# Patient Areas

Medical - Surgical



Medical - Surgical



# Behavioral Health and Transitional Care Unit (TCU)

Transitional Care Unit



Behavioral Health

