



**EAST CAMPUS
INFORMATION LEAFLET
STUDENT ORIENTATION**

- Hospital Address:** East Campus
3280 Joe Battle, El Paso, Texas 79938
- Contact Person:** You can provide your contact person with the direct department/unit phone number to be used in case of an **Emergency Only**.
- Absence:** Please call the department/unit you're assigned to directly report your absence. **Always** contact your clinical instructor.
- Scope of Service:** Acute care facility with services ranging from neonatal to geriatric to include cardiovascular, renal, medical, surgical, orthopedic, and family-centered obstetric care.
- Parking:** Available free of charge in the front parking lot behind the bolded white line. Avoid parking in the outpatient areas, areas designated for physicians, the parking area in front of the hospital and the gated employee area.
- Meal Discount:** You must be in uniform with your school I.D. badge on to receive a discount in the cafeteria. Do not take uncovered food or drinks from the cafeteria.
- I.D. Badges:** Picture I.D. badge is to be worn in the lapel area and school patch must be worn as appropriate, at all times. In addition, the hospital issued "student" badge is also required to be worn. Both badges must be worn at all times while the student is in the facility. Return hospital issued I.D. badge(s) to your clinical instructor at the end of your clinical rotation.
- Dress Code:** Wear school uniform and minimal jewelry as is consistent with school dress code and most other facilities. If in street clothes, a lab coat must be worn along with your school's picture I.D. Badge and the hospital issued "student" I.D. badge. Dress professionally no jeans, shorts, halter tops, open toed shoes, etc. Hair must be neat, clean and off collar. No artificial nails or bold colored nail polish. Maintain a professional appearance at all times.
- Telephone Use:** Dial (9) for an outside line. Limit personal calls. Personal cellular phones, or other electronic devices are not allowed to be used while providing patient care.
- Electronic Devices:** Photography and audio recordings are strictly prohibited at any Hospitals of Providence Facility.
- In Case of Injury:** Notify your instructor immediately. During day shift report to Occupational Health Nurse and on off-shifts contact the Nursing Supervisor/AOD. A written report will be completed.
- Additional Information:** Students must have a facility specific orientation as determined by clinical instructors to be eligible for clinical rotation. Students must complete and turn in all facility specific documentation prior to starting clinical.

Patient Identifiers

- Patient Name
- Account Number ***or*** Medical Record Number
- *These identifiers **MUST** be checked prior to:*
 - Blood draws
 - Specimen Collection
 - Performing ANY Procedure
 - Performing ANY Treatment
 - Administering medications
 - Transporting the patient to other departments

Identification Bands

