#### **GUIDE TO THE BUILDING**

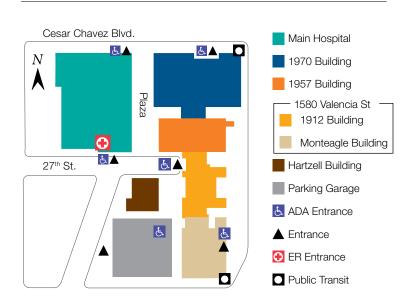
## **Mission Bernal Campus**

3555 Cesar Chavez St, SF 94110 (415) 600-6000



#### **Hours of Operation**

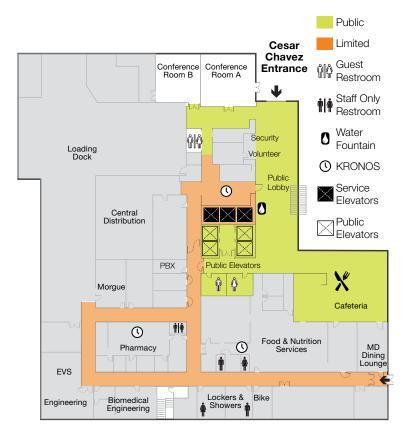
•		
Cesar Chavez Entrance	7am-7pm Everyday	Badge after hours
27th St. Plaza Entrance	24 hours a day	Open Everyday
Emergency Entrance	24 hours a day	Open Everyday
Peet's Coffee Cart (Monteagle Building)	7:30am-3pm Mon-Fri	Closed on weekends
Cafeteria 1st Floor	6:30am-6:30pm Mon-Fri	Closed on weekends Closed after hours
Walgreens Pharmacy (Monteagle Building)	9am-6pm Mon-Fri	Closed on weekends
Newborn Connections (Monteagle Building)	9am - 6pm Mon-Thurs 9am - 4pm Fri	Closed on weekends
Loading Dock/ Delivery Hours	5am–8pm Mon–Fri	Other hours by appointment only



#### First Floor Main Areas

- Bicycle Storage
- Biomed
- Cafeteria
- Cesar Chavez Entrance
- Central Distribution
- Conference Rooms A & B

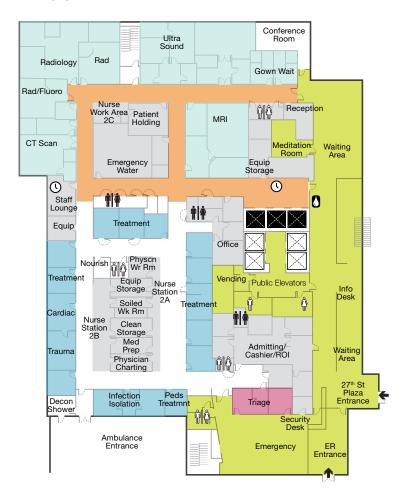
- FVS
- · Loading Dock
- Locker Rooms & Showers
- Pharmacy
- Physicians Dining/Lounge



### Second Floor Main Areas

- Admitting/Cashier/Request of Information
- 27<sup>th</sup>/ER/Ambulance Entrance
- Imaging

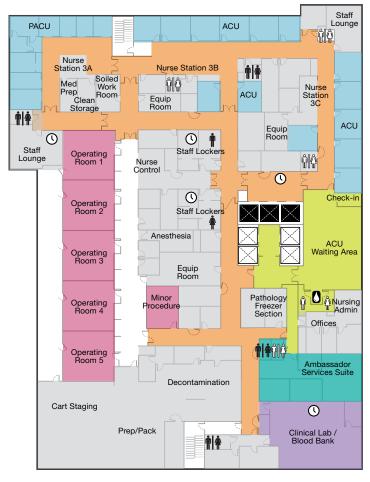
- Information Desk
- Meditation Room
- Vending Machines



#### Third Floor Main Areas

- Ambulatory Care Unit (ACU)
- Operating Rooms
- PACU
- Sterile Processing

- Nursing Administration
- Ambassador Services
- Clinical Lab/Blood Bank



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#### Fourth Floor Main Areas

• ICU (10 Beds)

- Respiratory Care
- Progressive Care Unit (20 Beds)



Public

Limited

ிழ் Guest Restroom

Staff Only Restroom

Water Fountain

**()** KRONOS

Service Elevators

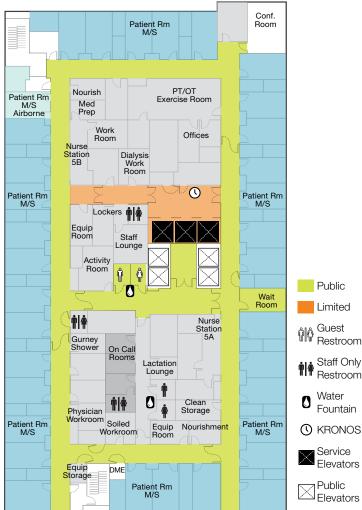
Public Elevators

#### Fifth Floor Main Areas

• Med/Surg (34 Beds)

• Dialysis Workroom

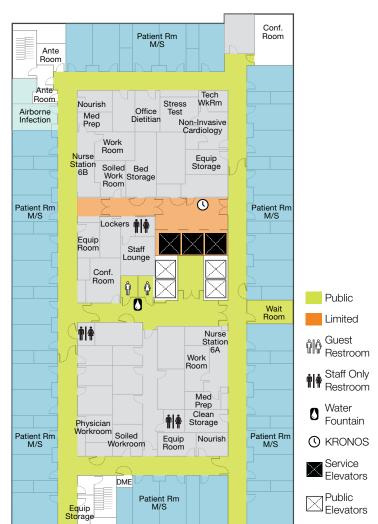
• PT/OT Exercise Room



## Sixth Floor Main Areas

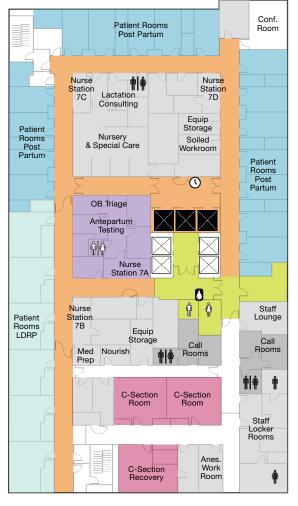
• Med/Surg (34 Beds)

• Non-Invasive Cardiology (Inpatient)



#### Seventh Floor Main Areas

- Antepartum/Postpartum (16 Beds) Special Care (4 Beds)
- C-Section
- · Labor and Delivery (6 Beds)
- Well Baby Nursery (4 Beds)



**Public** 

Limited

Restroom

<sub>ពុំស្រំ</sub> Guest

Staff Only Restroom

Water Fountain

( KRONOS

Service Elevators

**Public** Elevators

# Bicycles & Locker Space

- Bicycles can be stored on the 1st Floor (badge reader access) – First Come, First Serve – 11 spots
- Storage room is accessible via 27<sup>th</sup> St. Plaza or Cesar Chavez front entrance.
- Employees are encouraged to submit registration form in advance (to Parking Office) to secure space and program badge.
- No locker available employees will required to store personal belongings in lockers on their floors.
- Bicyclists can use 1st Floor showers; however, items cannot remain stored for day use.
- Additional bicycle racks at 27<sup>th</sup> Street and Cesar Chavez entrances.

## Staff Locker Usage

 Department manager is responsible for handling locker buddy assignments and distribution.

#### Service Elevators

- Quantity: 3
- Patients being transported will be prioritized and elevators should be made available
- Employees and Patient Transport

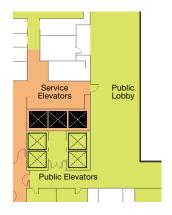
#### Public Elevators

- Quantity: 4
- Patients and Visitors

#### Lost & Found

- 1912 Building on the 3rd Floor Room 337
- Contact Security (415) 600-0837 (x60837)

 All lockers will be day use only, unless directed otherwise by management.



#### **Basic Access**

- · All exterior doors with card readers
- All back of house space (hallways, etc.)
- Multidisciplinary/Conference Rooms
- Consult Rooms

- Bicycle Storage
- Locker Rooms
- Emergency Department
- Imaging Entrance
- L&D and Med/Surg Patient Floors (unless otherwise specified)

#### Restricted Access

- Med Rooms
- Clean/Soiled Utility Room
- Medical Equipment Rooms
- Nourishment Rooms
- Food & Nutrition Area
- Biomedical Engineering
- Pharmacy
- Materials Mgmt/Supply Chain
- Security

- Admitting
- Clinical Lab
- SPD. OR. PACU/ACU
- Nursery/SCN
- PT/OT Area
- Administrative Suite
- Telephone Operators
- Morgue

# Badges Employees & Volunteers

- Badges must be worn at all times.
   Many doors and stairwells will require badge for entry.
- Registry staff will be required to show registry ID before being issued a badge. These need to be returned to charge nurse at end of shift.
- Please pay attention to your surroundings and ensure that no one enters behind you when badging in.
- If you forgot your badge, please go to the Security Desk for a temporary badge.



Emergency	Interpreter Services 415-600-1077  Main Hospital 415-600-6000  Medical Staff Office 415-600-6285  Medical Records 415-641-6515
Abuse Hotline (Adult) 800-814-0009	MRI415-641-6545
Abuse Hotline (Child) 800-856-5553	Newborn Connections 415-600-2229
Admitting	Nursing Admin 415-641-6536
Administration 415-641-6536	Occupational Therapy 415-641-6560
Ambassador Suite 415-600-2600	Outpatient Surgery 415-641-6889
Bed Control	Patient Relations 415-600-6634
Breast Health 415-641-6545 Cashier	Pharmacy
Cardiac Cath Lab 415-600-5990	
Cardiology (Non-Invasive) <b>415-641-6570</b>	Respiratory Therapy <b>415-641-6565</b> Security <b>415-600-0837</b>
Case Management 415-641-6534	Support Services 415-600-7900
Central Distribution 415-641-6626	Volunteer Services 415-641-6490
Chaplain	Volunteer Services 413-041-0430
Clinical Lab	Nursing Stations
CT415-641-6545	3rd Floor ACU <b>415-641-6889</b>
Diabetes Center 415-600-0506	3rd Floor OR 415-641-6635
Dialysis (in-patient) <b>415-641-3427</b>	3rd Floor PACU <b>415-641-6638</b>
Emergency 415-641-6625	4th Floor ICU415-641-6612
ER Registration <b>415-641-6698</b>	4th Floor PCU 415-641-6610
Food & Nutrition 415-641-6594	5th Floor Med Surg <b>415-641-6690</b>
Hospitalists 415-912-8469	6th Floor Med Surg <b>415-641-6710</b>
Imaging 415-641-6545	7th Floor L&D 415-641-6630
Information/Lobby 415-641-6512	7th Floor Nursery <b>415-641-6655</b>
Information Services 888-888-6044	7th Floor Postpartum . <b>415-641-6650</b>

### Need to dial an extension?

**641** numbers use **8** plus last four digits **600** numbers use **6** plus last four digits For example: 415-**600**-0837 = x**6**0837