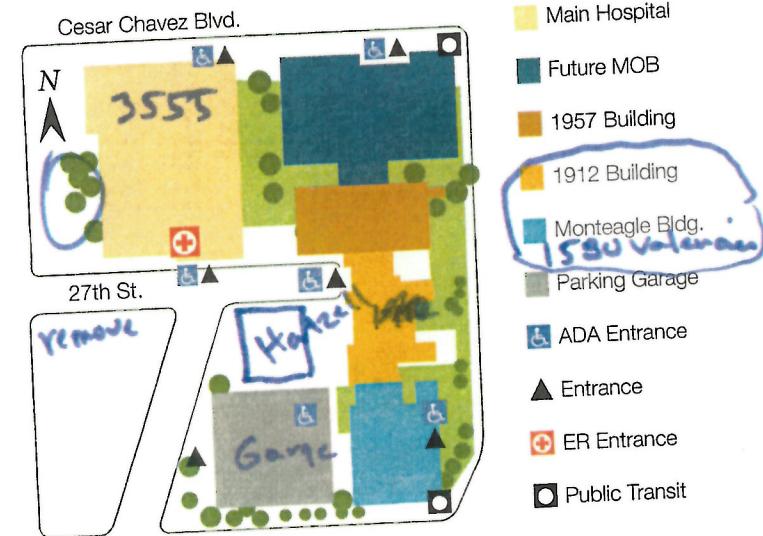




Hours of Operation		S-S
Hospital Entrances	???	5am-8pm M-F Badge after hours
Emergency Entrance		24 hours a day Open Everyday
Peet's Coffee Cart (Monteagle Building)		7:30am-3pm M-F Closed on weekends
Cafeteria 1st Floor		6:30am-6:30pm M-F Closed on weekends Closed after hours
Mail Room (1912 Building)		24 hours a day Open Everyday
Walgreens Pharmacy (Monteagle Building)		9am-6pm M-F Closed on weekends
Newborn Connections (Monteagle Building)		10am-4pm M-F 10am-2pm Sat Closed on Sunday Paula S.
Loading Dock/ Delivery Hours	???	5am-8pm / 7am-9pm Other hours by appointment only



First Floor

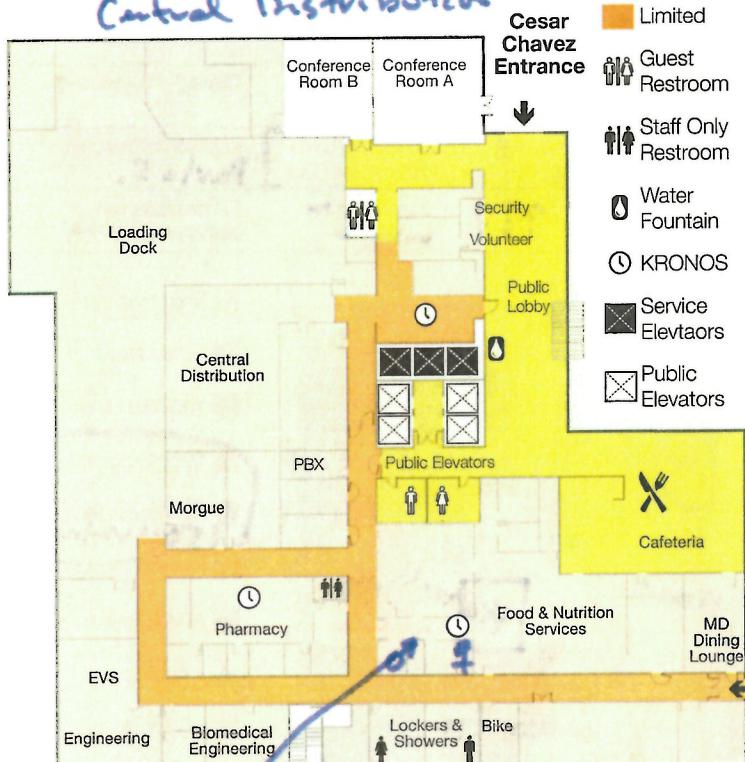
First Floor Main Areas

- Bicycle Storage
- Cafeteria
- Cesar Chavez Entrance
- Conference Rooms A & B
- Loading Dock
- Locker Rooms & Showers
- Pharmacy
- Physicians Dining/Lounge

EVS

Biomed

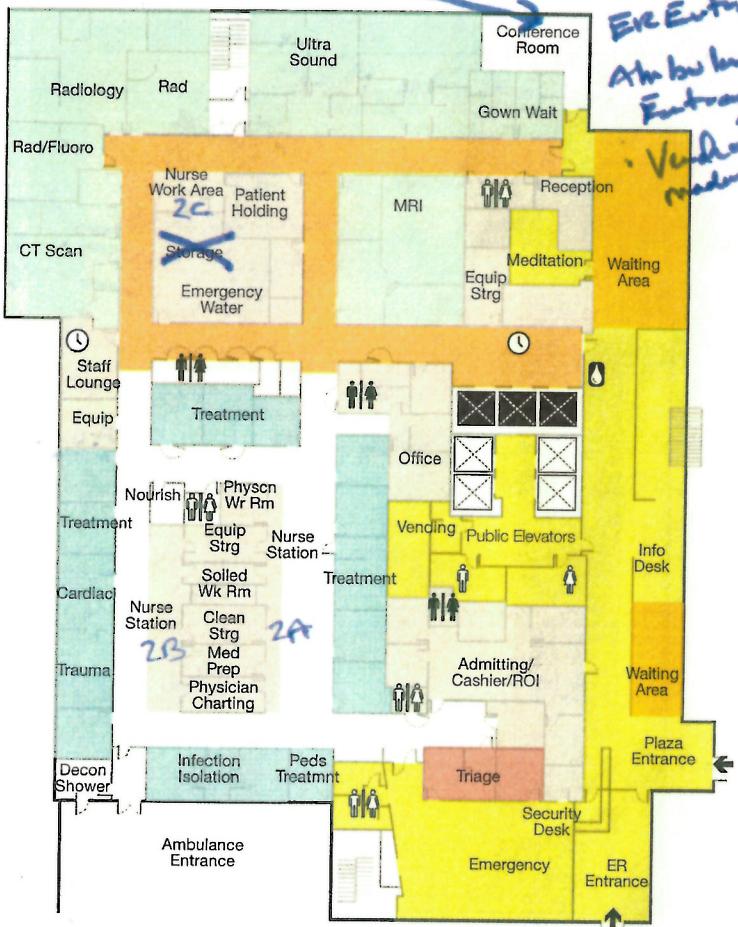
Central Distribution



Second Floor

Second Floor Main Areas

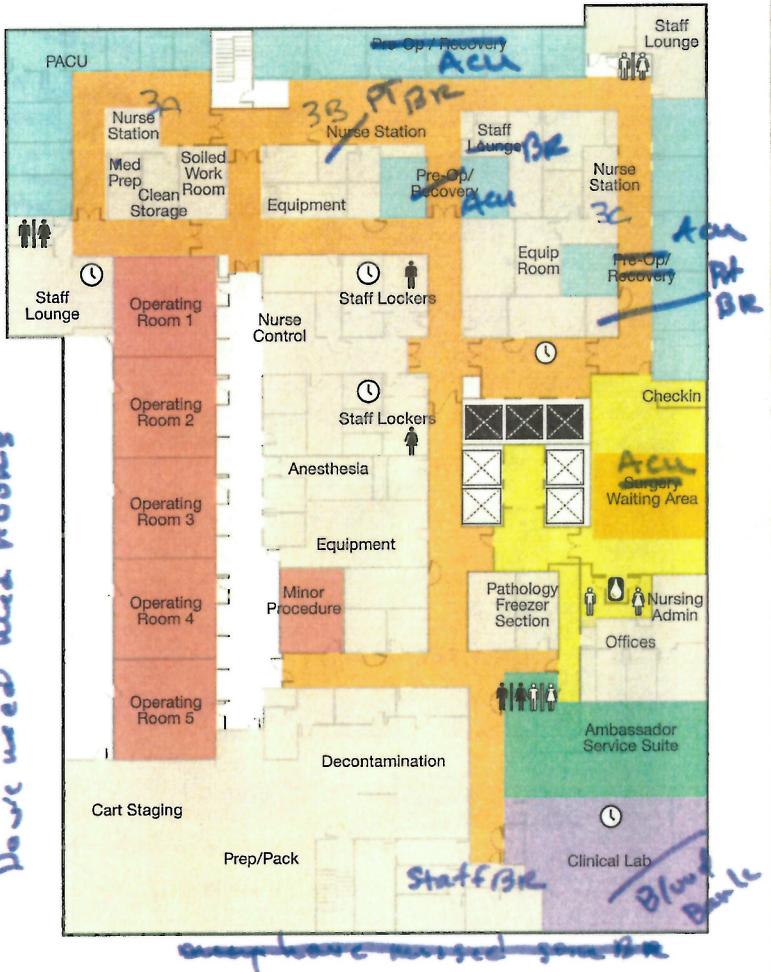
- Admitting/Cashier/Request of Information
- Ambulance Entrance
- Emergency Room
- Imaging
- Information Desk
- Meditation
- Trauma
- Waiting Area



Third Floor

Third Floor Main Areas

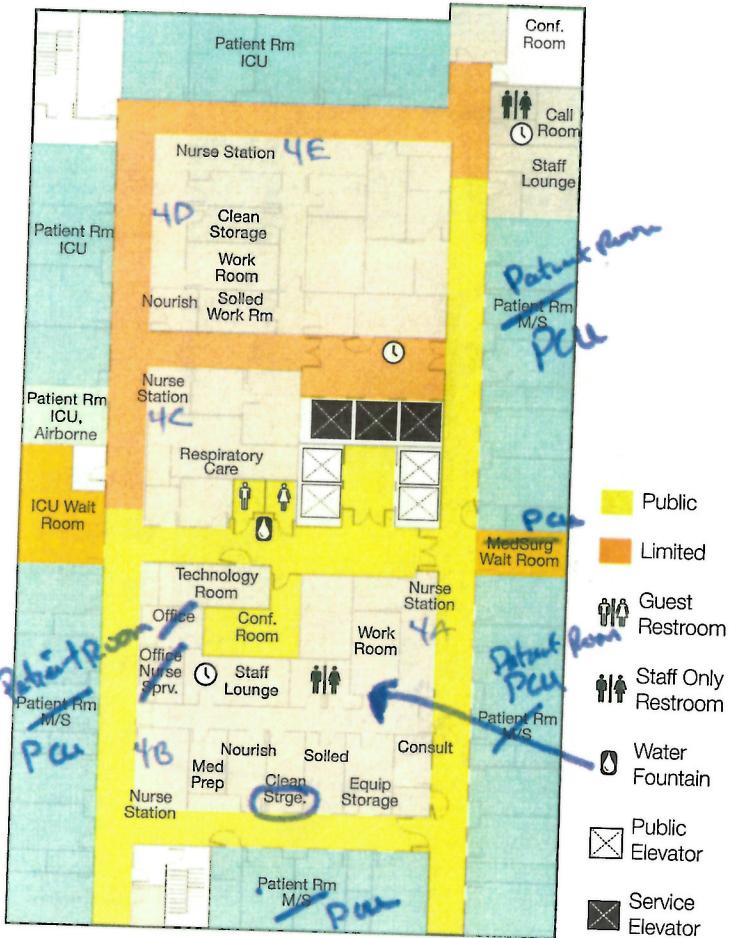
- Ambulatory Care Unit (ACU)
- Operating Rooms
- PACU
- Sterile Processing
- Nursing Administration
- Ambassador Services
- Clinical Lab | Blood Bank



Fourth Floor

Fourth Floor Main Areas

- ICU (10 beds)
 - Patient Rooms
Med/Surg, ICU
 - Respiratory Care
- ~~Hospital~~ Progressive Care Unit (PCU)
~~Hospital~~ 26 beds

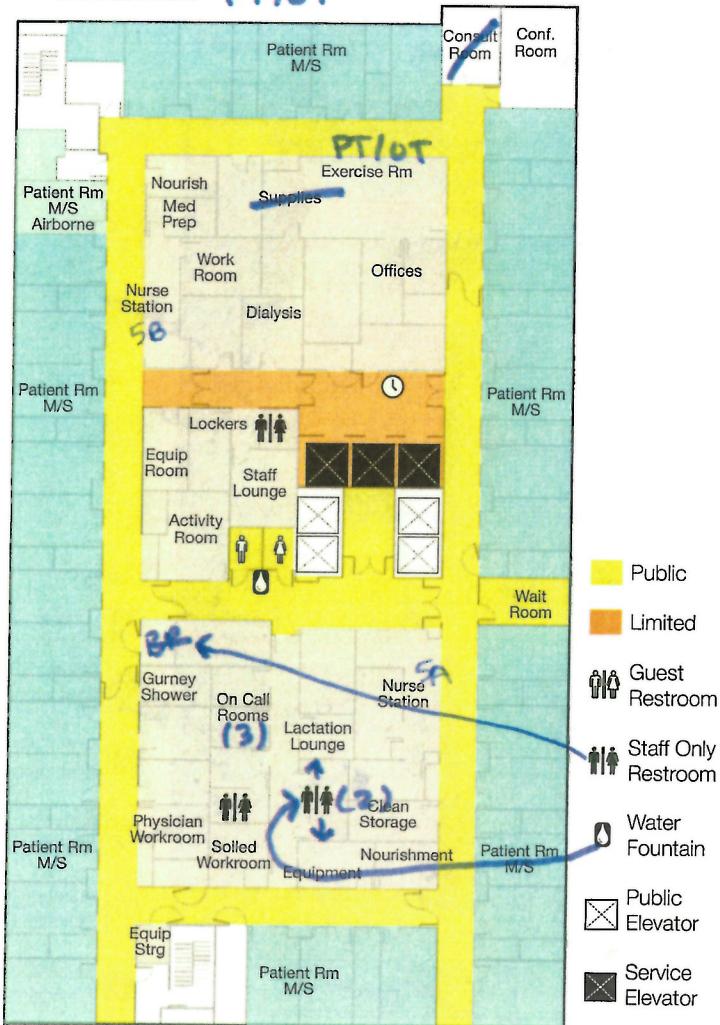


Fifth Floor

Fifth Floor Main Areas

- Med/Surg Patient Rooms M/S
- Exercise Room PT/OT

(34 beds) Dialysis Washroom



- Public
- Limited
- Guest Restroom
- Staff Only Restroom
- Water Fountain
- ☒ Public Elevator
- ☒ Service Elevator

Sixth Floor

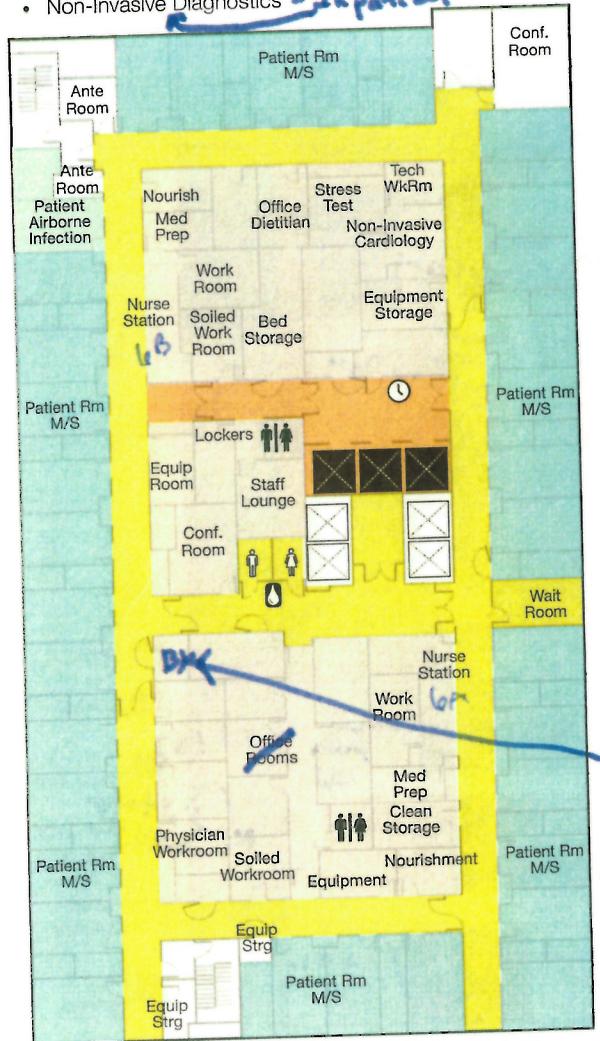
~~Douglas Street Hospital~~

~~EMD~~

~~Architects~~

Sixth Floor Main Areas

- Med/Surg Patient Rooms (34) (beds)
- Non-Invasive Diagnostics - Inpatient



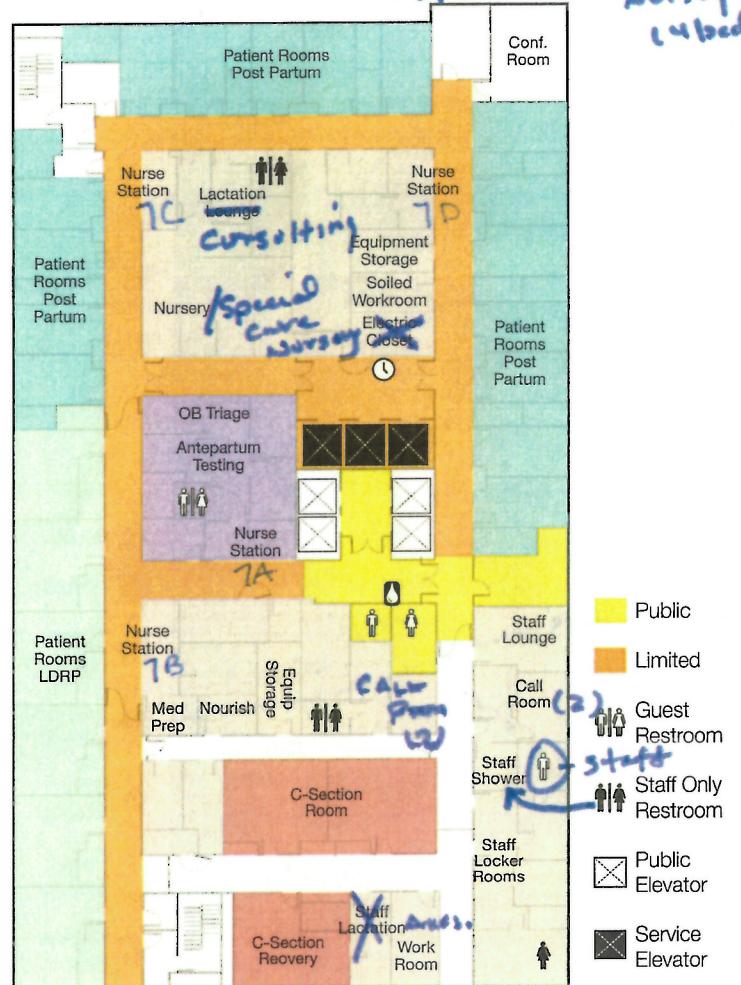
- Public
- Limited
- Guest Restroom
- Staff Only Restroom
- Water Fountain
- Public Elevator
- Service Elevator

Seventh Floor

Seventh Floor Main Areas

- Antepartum Patient Rooms
- Birthing Center
- C-Section

Postpartum (6 beds)
 • Labor and Delivery (6 beds)
 • Well Baby Nursery (4 beds)
 • Special Care Nursery (4 beds)



Lockers, Bicycles, Elevators, Lost & Found

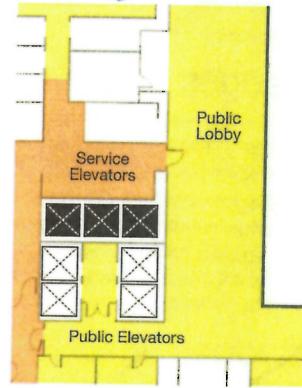
Staff Locker Usage

- Department manager is responsible for handling locker buddy assignments and distribution.
- All lockers will be day use only.
unless directed otherwise by mgmt.

Bicycles & Locker Space

- All bicycles can be stored on the 1st Floor (badge reader access) – First Come First Serve *(11 spots)*
- Storage room is accessible via 2nd Floor 27th St. or Cesar Chavez front entrance (through conference center corridor)
- 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. *Bikes*
- All staff can use 1st Floor showers, however items cannot remain stored for day use.

Additional outside building @ entry



Service Elevators

- Quantity: 3
- Patients being transported will be prioritized and elevators should be made available
- Employees, Physicians, Patient Transport
- ~~Badge Required!~~

Public Elevators

- Quantity: 4
- Patients and Visitors
- ~~Badge Not Required~~

Lost & Found

- 1912 Building on the 4th Floor
- Contact Security
(415) 600-0837 (x60837)

Access & Badges

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
- M/S, L&D and M/S Patient Floors (unless otherwise specified)

Restricted Access

- Medrooms
- Clean/Soil 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

- Badge 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.

Badges Visitors

- Visitor badges are required and can be obtained on Level 1 or Level 2 Security Desk.
- Badges will become VOID after 6-8 hours and will need to be re-issued.
- Photo identification will be required for those 18 years and older. Children who are coming with their parents can have their photos taken at the security desk for badge issue.