

## GUIDE TO THE BUILDING

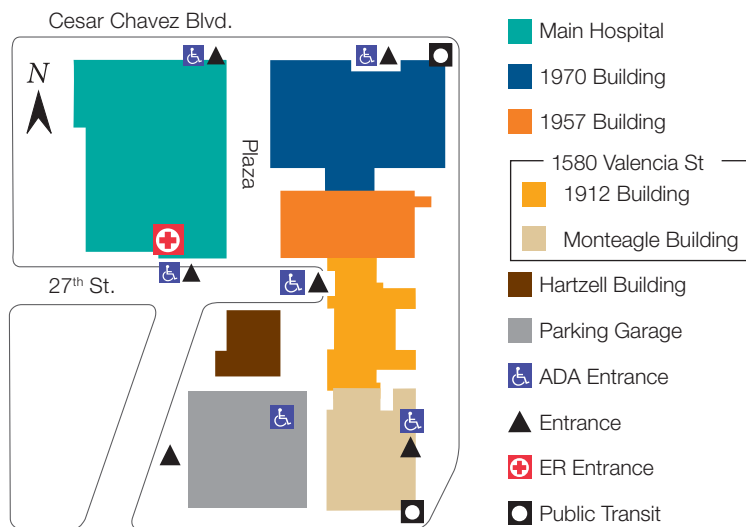
### Mission Bernal Campus

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



### Hours of Operation

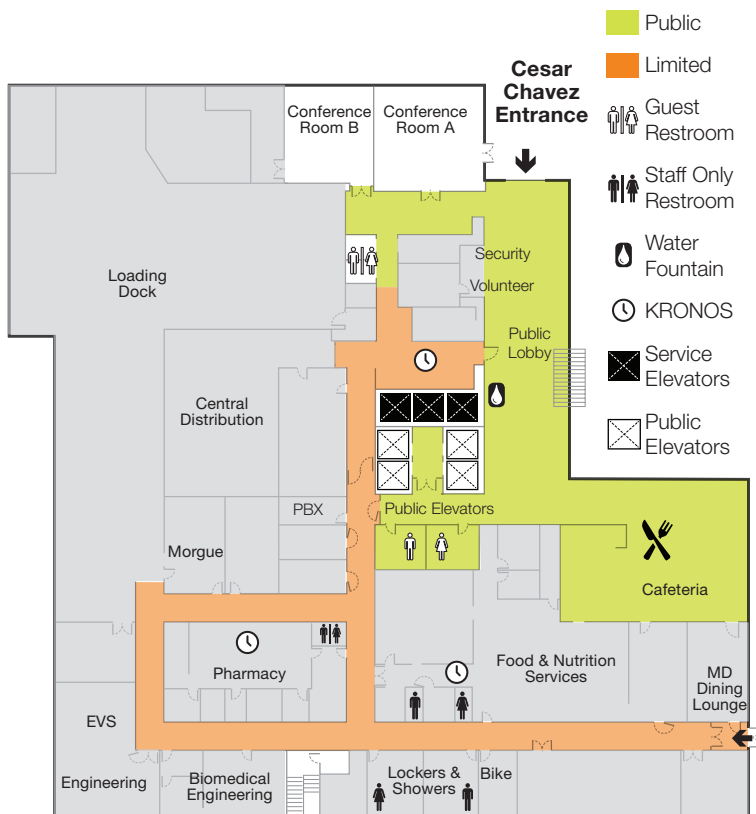
<b>Cesar Chavez Entrance</b>	7am–7pm Everyday	Badge after hours
<b>27th St. Plaza Entrance</b>	24 hours a day	Open Everyday
<b>Emergency Entrance</b>	24 hours a day	Open Everyday
<b>Peet's Coffee Cart</b> (Monteagle Building)	7:30am–3pm Mon–Fri	Closed on weekends
<b>Cafeteria</b> 1st Floor	6:30am–6:30pm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



## First Floor

### First Floor Main Areas

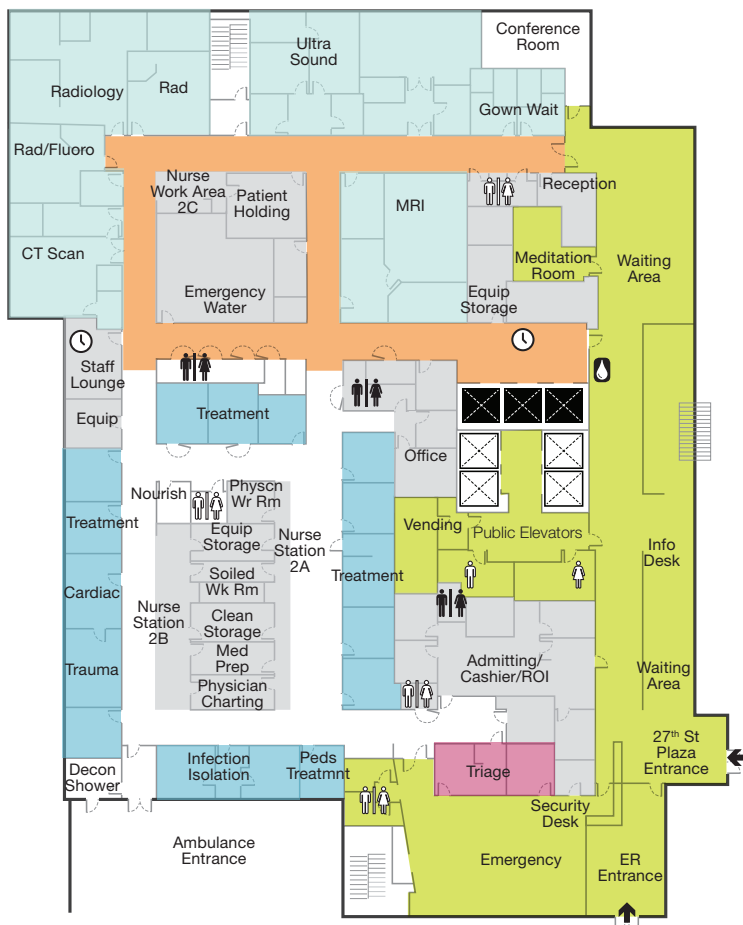
- Bicycle Storage
- Biomed
- Cafeteria
- Cesar Chavez Entrance
- Central Distribution
- Conference Rooms A & B
- EVS
- Loading Dock
- Locker Rooms & Showers
- Pharmacy
- Physicians Dining/Lounge



## Second Floor

### 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

### Third Floor Main Areas

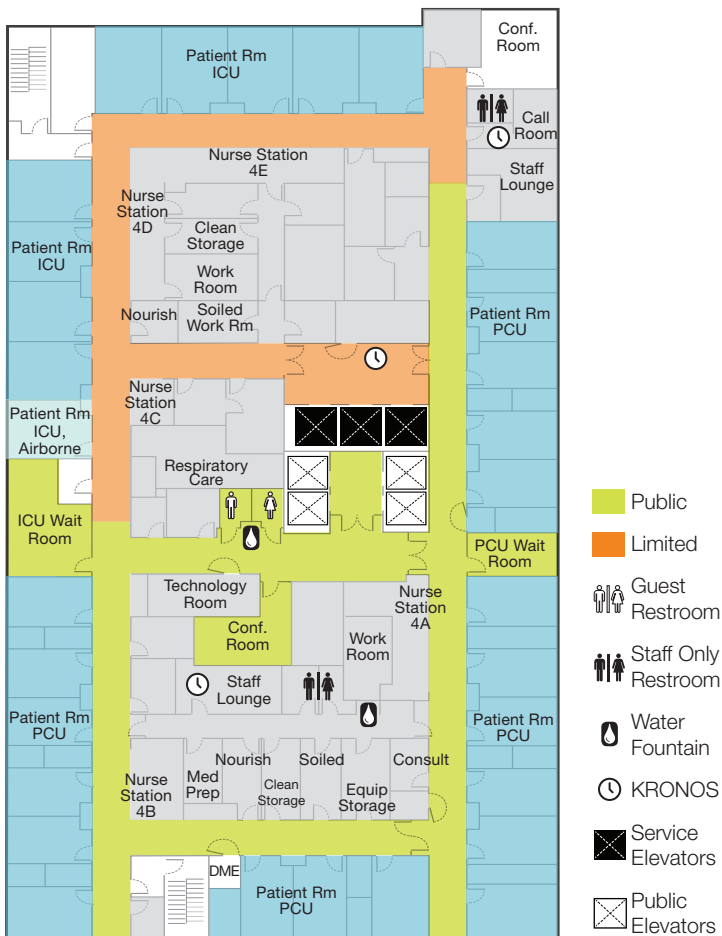
- Ambulatory Care Unit (ACU)
- Operating Rooms
- PACU
- Sterile Processing
- Nursing Administration
- Ambassador Services
- Clinical Lab/Blood Bank



## Fourth Floor

### Fourth Floor Main Areas

- ICU (10 Beds)
- Progressive Care Unit (20 Beds)
- Respiratory Care



## Fifth Floor

### Fifth Floor Main Areas

- Med/Surg (34 Beds)
- PT/OT Exercise Room
- Dialysis Workroom



## Sixth Floor

### Sixth Floor Main Areas

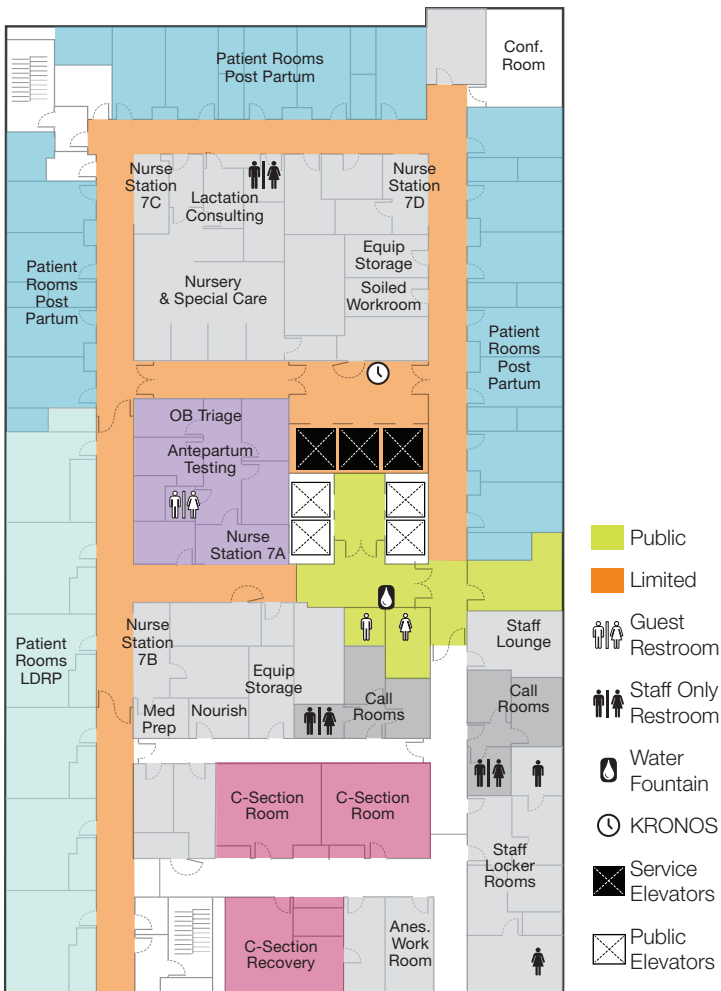
- Med/Surg (34 Beds)
- Non-Invasive Cardiology (Inpatient)



## Seventh Floor

### Seventh Floor Main Areas

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





## Lockers, Bicycles, Elevators, Lost & Found

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

### Service Elevators

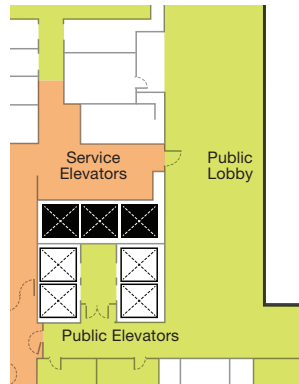
- Quantity: 3
- Patients being transported will be prioritized and elevators should be made available
- Employees and Patient Transport

### Public Elevators

- Quantity: 4
- Patients and Visitors

### Lost & Found

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





## 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
- 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.

## Notes



## Important Phone Numbers

**Emergency . . . . . 415-641-6625**

**Main Hospital . . . . . 415-600-6000**

**Security . . . . . 415-600-0837**

Abuse Hotline (Adult) . . . . . **800-814-0009**

Abuse Hotline (Child) . . . . . **800-856-5553**

Admitting . . . . . **415-641-6951**

Administration . . . . . **415-641-6536**

Ambassador Suite . . . . . **415-600-2600**

Bed Control . . . . . **415-850-7123**

Breast Health . . . . . **415-641-6545**

Cashier . . . . . **415-641-3333**

Cardiac Cath Lab . . . . . **415-600-5990**

Cardiology (Non-Invasive) . . . . . **415-641-6570**

Case Management . . . . . **415-641-6534**

Central Distribution . . . . . **415-641-6626**

Chaplain . . . . . **415-641-6527**

Clinical Lab . . . . . **415-641-6533**

CT . . . . . **415-641-6545**

Diabetes Center . . . . . **415-600-0506**

Dialysis (in-patient) . . . . . **415-641-3427**

Emergency . . . . . **415-641-6625**

ER Registration . . . . . **415-641-6698**

Food & Nutrition . . . . . **415-641-6594**

Hospitalists . . . . . **415-912-8469**

Imaging . . . . . **415-641-6545**

Information/Lobby . . . . . **415-641-6512**

Information Services . . . . . **888-888-6044**

Interpreter Services . . . . . **415-600-1077**

Main Hospital . . . . . **415-600-6000**

Medical Staff Office . . . . . **415-600-6285**

Medical Records . . . . . **415-641-6515**

MRI . . . . . **415-641-6545**

Newborn Connections . . . . . **415-600-2229**

Nursing Admin . . . . . **415-641-6536**

Occupational Therapy . . . . . **415-641-6560**

Outpatient Surgery . . . . . **415-641-6889**

Patient Relations . . . . . **415-600-6634**

Pharmacy . . . . . **415-641-6505**

PT/OT/ST . . . . . **415-641-6560**

Respiratory Therapy . . . . . **415-641-6565**

Security . . . . . **415-600-0837**

Support Services . . . . . **415-600-7900**

Volunteer Services . . . . . **415-641-6490**

### Nursing Stations

3rd Floor ACU . . . . . **415-641-6889**

3rd Floor OR . . . . . **415-641-6635**

3rd Floor PACU . . . . . **415-641-6638**

4th Floor ICU . . . . . **415-641-6612**

4th Floor PCU . . . . . **415-641-6610**

5th Floor Med Surg . . . . . **415-641-6690**

6th Floor Med Surg . . . . . **415-641-6710**

7th Floor L&D . . . . . **415-641-6630**

7th Floor Nursery . . . . . **415-641-6655**

7th Floor Postpartum . . . . . **415-641-6650**

## 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**60837**