Mission Bernal Campus, San Francisco
3555 Cesar Chavez St SF 94110
(415) 600-6000

Hours of Operation

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
Mail Room (1912 Building)	10am–4pm M–F	Closed on weekends
Walgreens Pharmacy (Monteagle Building)	9am–6pm M–F	Closed on weekends
Newborn Connection (Monteagle Building)	10am–4pm M–F 10am–2pm Sat	Closed on Sunday
Loading Dock/ Delivery Hours	5am–8pm/ 7am–3pm	Other hours by **appointment only**

Cesar Chavez Blvd.

N

27th St.
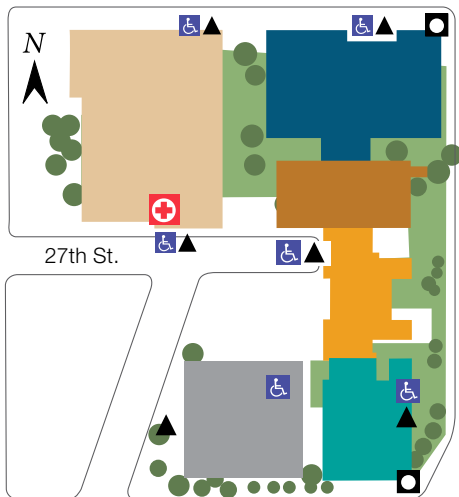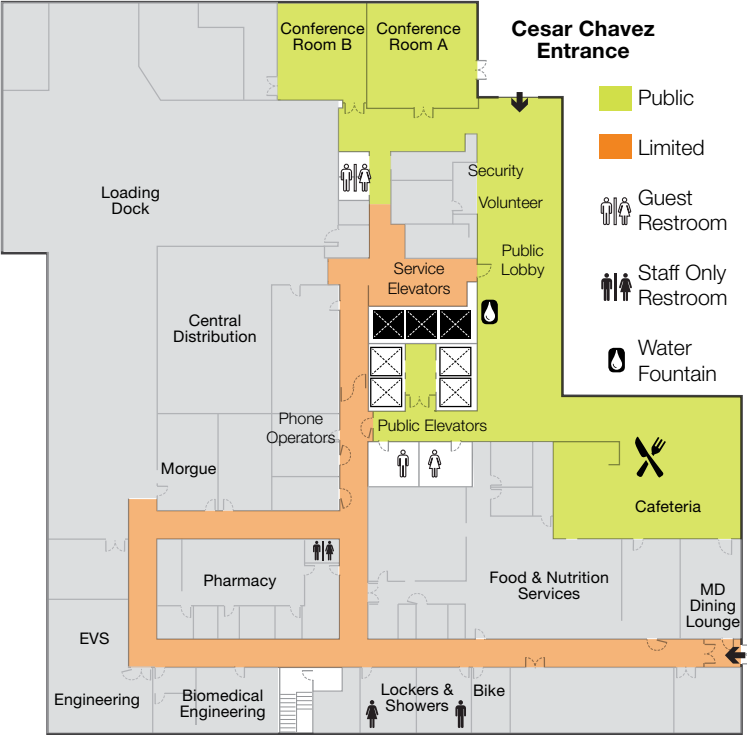
- Main Hospital
- Future MOB
- 1957 Building
- 1912 Building
- Monteagle Bldg.
- Parking Garage

First Floor Main Areas

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

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

Second Floor Main Areas

- Admitting/Cashier/Request of Information
- Ambulance Entrance
- Emergency Room
- Imaging

- Information Desk
- Meditation
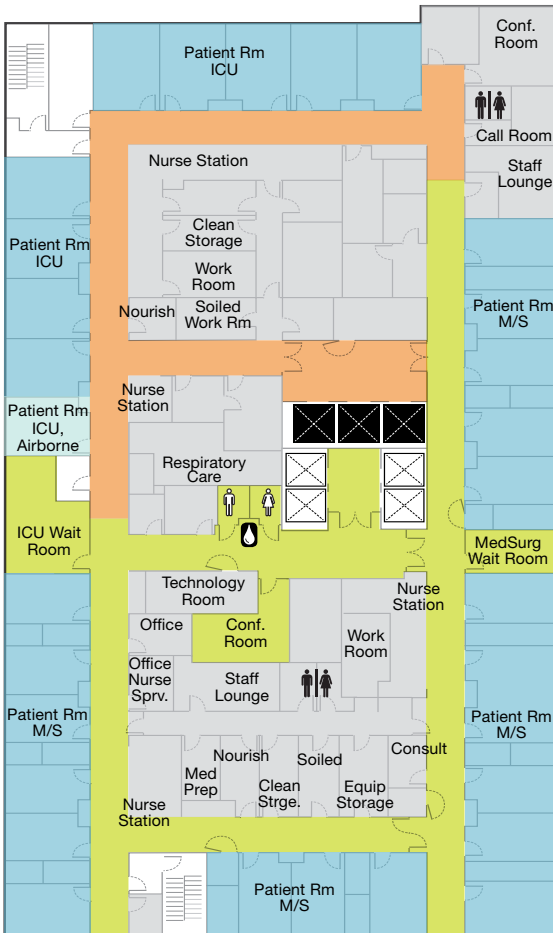- Trauma
- Waiting Area

Third Floor Main Areas

- Ambulatory Care Unit
- Operating Rooms
- PACU
- Sterile Processing

- Nursing Administration
- Ambassador Services
- Clinical Lab

Fourth Floor Main Areas

- ICU
- Patient Rooms
  Med/Surg, ICU
- Respiratory Care

Map legend:

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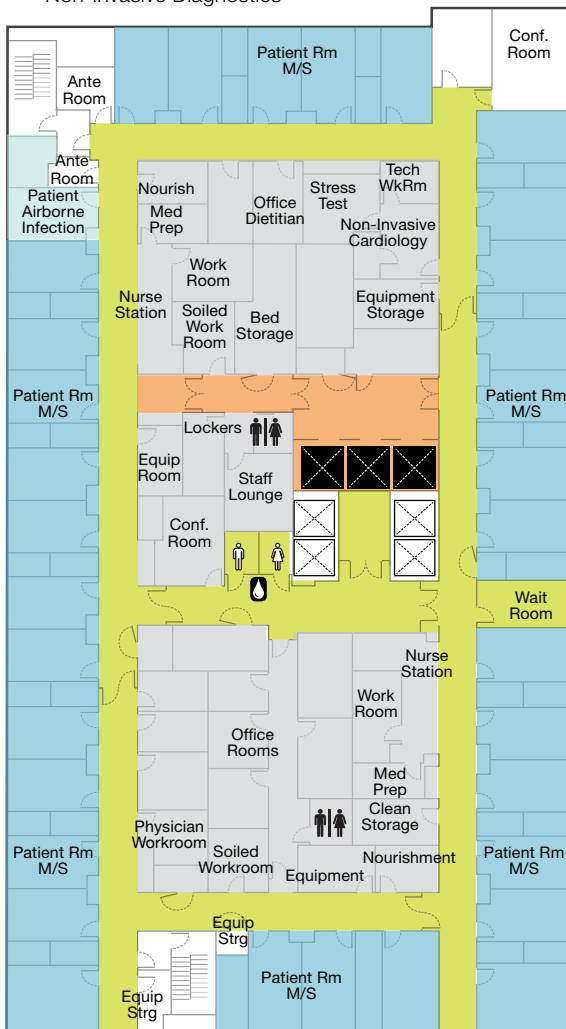- Staff Only Restroom
- Water Fountain
- Public Elevator
- Service Elevator

Fifth Floor Main Areas

- Med/Surg Patient Rooms
- Exercise Room

Consult Room

Conf. Room

Patient Rm M/S

Patient Rm M/S Airborne

Nourish

Med Prep

Exercise Rm

Supplies

Work Room

Offices

Nurse Station

Dialysis

Patient Rm M/S

Patient Rm M/S

Lockers

Equip Room

Staff Lounge

Activity Room

Wait Room

Gurney Shower

On Call Rooms

Nurse Station

Staff Lactation

Physician Workroom

Soiled Workroom

Clean Storage

Equipment

Nourishment

Patient Rm M/S

Patient Rm M/S

Equip Strg

Patient Rm M/S

Legend

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

Sixth Floor Main Areas

- Med/Surg Patient Rooms
- Non-Invasive Diagnostics

Conf. Room

Ante Room

Patient Rm M/S

Ante Room

Patient Airborne Infection

Nourish

Med Prep

Office Dietitian

Stress Test

Tech WkRm

Non-Invasive Cardiology

Work Room

Nurse Station

Soiled Work Room

Bed Storage

Equipment Storage

Patient Rm M/S

Patient Rm M/S

Lockers

Equip Room

Staff Lounge

Conf. Room

Wait Room

Nurse Station

Work Room

Office Rooms

Med Prep

Clean Storage

Physician Workroom

Soiled Workroom

Equipment

Nourishment

Patient Rm M/S

Patient Rm M/S

Equip Strg

Equip Strg

Patient Rm M/S

Legend

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

Seventh Floor Main Areas

- Antepartum Patient Rooms
- Birthing Center
- C-Section
- Labor and Delivery
- Well Baby Nursery

Floor plan labels:

- Patient Rooms Post Partum
- Conf. Room
- Nurse Station
- Nurse Station
- Lactation Consulting
- Equipment Storage
- Soiled Workroom
- Electric Closet
- Patient Rooms Post Partum
- Nursery
- Patient Rooms Post Partum
- OB Triage
- Antepartum Testing
- Nurse Station
- Patient Rooms LDRP
- Nurse Station
- Staff Lounge
- Call Room
- Call Room
- Med Prep
- Nourish
- Equip Storage
- Staff Shower
- C-Section Room
- Staff Locker Rooms
- C-Section Recovery
- Work Room

Legend:

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

Staff Locker Usage

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

Bicycles & Locker Space

- All bicycles can be stored on the 1st floor (badge reader access) – First Come First Serve
- Storage room is accessible via 1st floor 27th St. or Cesar Chavez front entrance (through conference center corridor)
- Employees are encouraged to submit registration form in advanced (to parking office) to secure space and program badge.
- No locker available– employees will required to store personal belongings in lockers on their floors
- All staff can use 1st floor showers, however items cannot remain stored for day use.
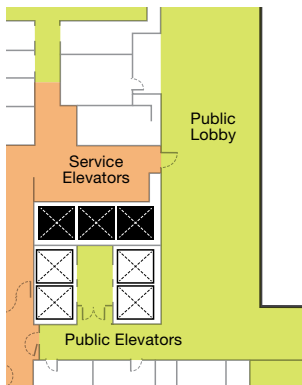
Service Elevators

- 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 (415) 600-0837 (x60837)

Public Lobby

Service Elevators

Public Elevators

Basic Access

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

- Bicycle Storage
- Locker RooM/S
- Emergency Department
- Imaging Entrance
- M/S, L&D and M/S Patient Floors (unless otherwise specified)

Restricted Access

- MedrooM/S
- Clean/Soil Utility Room
- Medical Equipment RooM/S
- Nourishment RooM/S
- 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 return 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.

Loading Dock/Unloading

- Hours of Operation: 5:00am-8:00pm
- Delivery Hours Include: Monday – Friday 7:00am to 3:00pm. Other hours by appointment only.
- Height Restrictions: XX' XXXX"
- Noise Restrictions

- Dock entrance is not to be used as a general employee entrance and is not to be used by employees unless operating one of the authorized hospital vehicles.
- Dock locations are for the loading and unloading process and are not to be used for parking.

Deliveries

- Unless specifically authorized in advance, deliveries are not allowed through the front entrance of the hospital.
- Vendors arriving after regular hours will **contact the Security Department at (415) 600-0837**.
- *Florist, Patient Gifts, etc.:* Deliver during business hours only, will come through Cesar Chavez entrance and deliver to front desk lobby for volunteers to bring up.

- *Morgue:* Mortician is escorted to Nursing Admin by Security and then to Morgue.
- *All Others:* Short term parking spaces are reserved for vendors in nearby garage for loading and unloading.

Catering Requests

All catering requests must be submitted to the Food & Nutrition Department three business days in advance of the meeting or event. Approval by department director is required for any catering event that meets the catering guidelines.

A meeting is defined as:

- Occur before 8:00am or between the hours of 11:00am-1:00pm; AND
- Have a minimum of 10 people in attendance; AND
- Are 4 hours or longer in length, OR
- Physician attended

Meeting Room Reservations

Conference rooms A & B on the first floor can be easily accessed without having to go thru security or meander your way through the hospital. They hold about 20 people comfortably or 30 uncomfortably.

Conference Room scheduling is online through Support Services.
http://mysutter/bay/CPMC/Resources/Pages/SupportServices.aspx