#### GUIDE TO THE BUILDING

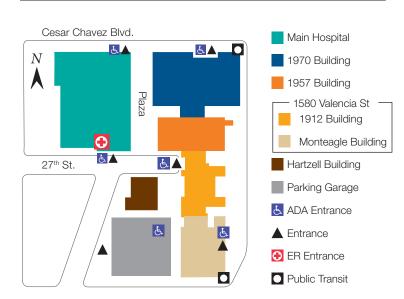
# **Mission Bernal Campus**

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



#### **Hours of Operation**

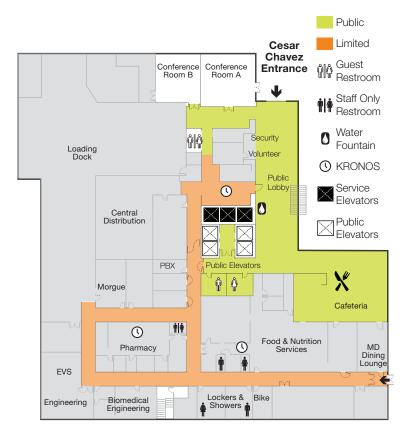
<del>-</del>		
Cesar Chavez Entrance	7am-7pm Everyday	Badge after hours
27th St. Plaza Entrance	24 hours a day	Open Everyday
Emergency Entrance	24 hours a day	Open Everyday
Peet's Coffee Cart (Monteagle Building)	7:30am-3pm Mon-Fri	Closed on weekends
Cafeteria 1st Floor	6:30am-6:30pm Mon-Fri	Closed on 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

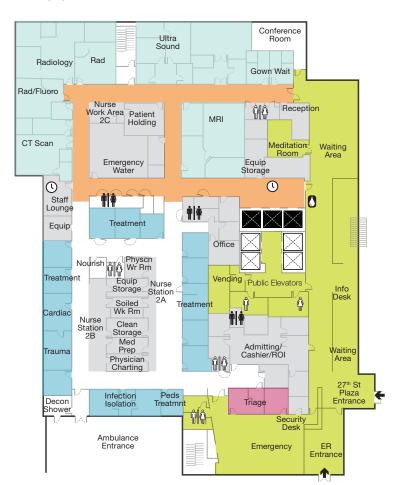
- EVS
- · Loading Dock
- Locker Rooms & Showers
- Pharmacy
- Physicians Dining/Lounge



### Second Floor Main Areas

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

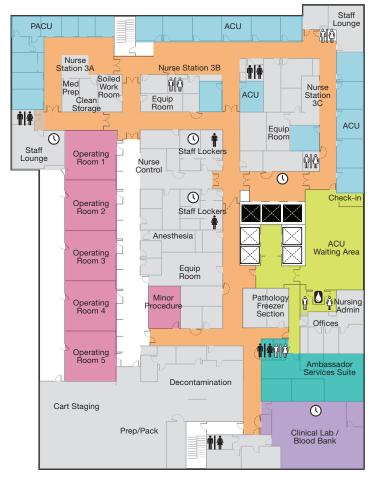
- Information Desk
- Meditation
- Vending Machines



# Third Floor Main Areas

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

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

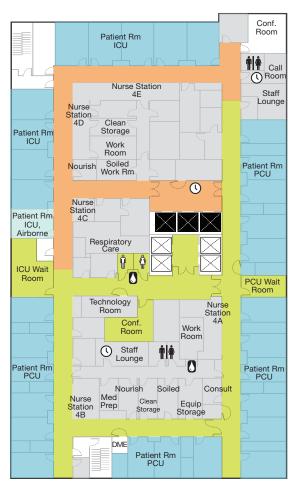


### •

## Fourth Floor Main Areas

• ICU (10 Beds)

- Respiratory Care
- Progressive Care Unit (20 Beds)



Public

Limited

Guest Restroom

Staff Only Restroom

Water Fountain

**()** KRONOS

Service Elevators

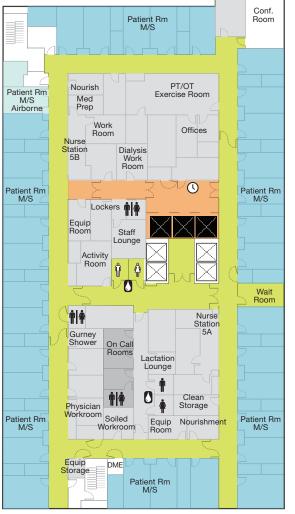
Public Elevators

## Fifth Floor Main Areas

• Med/Surg (34 Beds)

• Dialysis Workroom

• PT/OT Exercise Room



Public

Limited

ព្រំ Guest Restroom

Staff Only Restroom

Water Fountain

○ KRONOS

Service Elevators

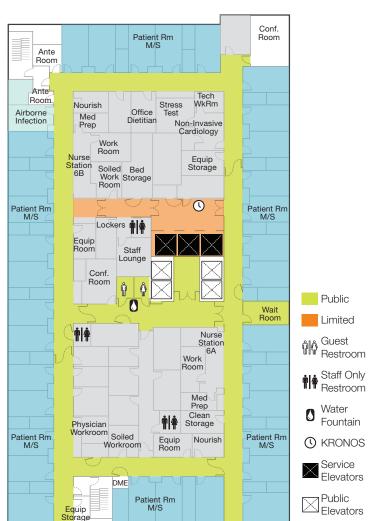
Public Elevators

#### •

# Sixth Floor Main Areas

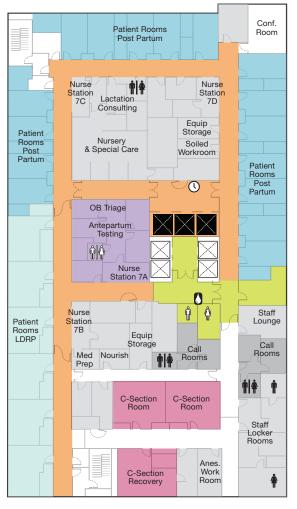
• Med/Surg (34 Beds)

• 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

ពុំស្រំ 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

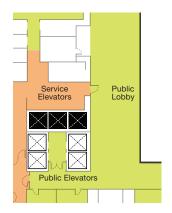
### Public Elevators

- · 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.



## **Rasic 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) <b>800-814-0009</b>	MRI415-641-6545
Abuse Hotline (Child) <b>800-856-5553</b>	Newborn Connections 415-600-2229
Admitting	Nursing Admin 415-641-6536
Administration	Occupational Therapy <b>415-641-6560</b> Outpatient Surgery <b>415-641-6889</b>
Bed Control 415-850-7123	Patient Relations 415-600-6634
Breast Health 415-641-6545	Pharmacy
Cashier	PT/OT/ST 415-641-6560
Cardiac Cath Lab 415-600-5990	Respiratory Therapy <b>415-641-6565</b>
Cardiology (Non-Invasive) 415-641-6570	Security415-600-0837
Case Management <b>415-641-6534</b>	Support Services 415-600-7900
Central Distribution 415-641-6626	Volunteer Services <b>415-641-6490</b>
Chaplain 415-641-6527	
Clinical Lab 415-641-6533	Nursing Stations
CT <b>415-641-6545</b>	3rd Floor ACU 415-641-6889
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 ICU 415-641-6612
ER Registration 415-641-6698	4th Floor PCU
Food & Nutrition 415-641-6594	5th Floor Med Surg 415-641-6690
Hospitalists	6th Floor Med Surg <b>415-641-6710</b> 7th Floor L&D <b>415-641-6630</b>
Imaging	7th Floor Nursery 415-641-6655
Information Services <b>888-888-6044</b>	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