

Help - Phone List Organization

Apologies for the informality of this. But... Help! I design for a living and I need to understand the thinking patterns of the average nurse and hospital staff.

I'm working on a quick reference pocket guide to the **new Sutter CPMC hospital at Mission Bernal**. One of my stumbling blocks right now is how to arrange a list of phone numbers (see accompanying phone list). The list I was given was divided into a mostly alphabetized list, with break outs for a few sections. Another example I'd been given was separated by what floors they were located on. I'll be back in a couple of days to pick this up. Feel free to mark up as you see fit. ie, If there's an abbreviation that doesn't make sense, put some question marks next to it...

Thanks! Eric G. – c. 510-289-8906

Scenario: You start working in a new hospital, and need to make a phone call to [insert a service/dept you call infrequently]... What organizational Structure makes sense to you (Check or tick mark which) I love hearing opinions so feel free to write them in, totally anonymous because heck how would I know...

How would you prefer a handy phone list be organized?			
Alphabetical	By Dept	By Floor	Someother Wicked Smart Way (oh please elaborate)

What departments do you call most frequently?

What number do you often need but can't remember?