



Sierra Vista Regional Health Center

Orientation Checklist

Name: _____

- Dress code
- Time and attendance
- Codes
- Department specific Infection Control and Safety
- Location of MSDS manual
- Location of Policy and Procedure manual
- Location of Administrative Policy and Procedure manual
- Complaint/ Compliment report forms
- Location of Confidential Incident report forms
- Hand washing and standard precautions
- Use of telephones
- Computer access/ Security
- Confidentiality policies
- Department resources available for translation/meeting needs of various cultures
- Review National Patient Safety Goals

1. Medical Student/ PA Student states understanding of SVRHC/Department Orientation process.

YES

NO

COMMENTS _____

Student Signature: _____ Date _____

MSO Employee: _____ Date _____