![Penn Medicine Princeton Health logo]

The Nursing Education Department would like to welcome you to your **Nursing Assistant / Patient Care Tech** orientation. Below you will find a basic schedule to help assist you in your first week of your orientation process.

Monday, May 4, 2020 (your first day) - you will receive information about the facility which will be presented in a virtual format with Human Resources.

Tuesday, May 5, 2020 (8a-4:30p) – you will begin your classroom didactic portion of your orientation. Please meet the Nurse Educator in the Education Center at the seated area. Please be prompt in your arrival. You may wear business casual or your uniform. Please wear comfortable clothing and bring a sweater as the room tends to get cold.

Wednesday, May 6, 2020 (8a-4:30p) you will continue with your Nursing Orientation, you will meet your Nurse Educator in the Education Center. You may wear business casual or your uniform. PennChart Education will be from 1p to 5p for the IP CNA's, PCT's, and OB Techs in the IT Training Room. The sessions will start promptly, please do not be late! If you require the assistance from the Informatics Educator, they can be reached at: **dl-pmph-pennchartsupport@uphs.upenn.edu**. Please wear comfortable clothing and bring a sweater as the rooms tend to get cold.

Thursday, May 7, 2020 (8:00a-4:30p) - you will continue with your classroom session of nursing orientation starting at 8:00am to 11:30am (you will meet the Nurse Educator- Wendy Luca, in the Education Center at 8:00am at the seated area) Wear **your uniform, you will go to your units after lunch.**

Friday, May 8, 2020 (7:00a – 3:00p)- You will go to your units (please wear your uniforms).

Nurse Educator's (WENDY LUCA) can be reached at (732) 763-4018

Upon your completion of your classroom portion you will continue with the clinical portion of your orientation on the units you have hired onto. The dates and times for this are determined by yourself and the manager of the unit. Please verify this with your manager prior to the end of **May 8, 2020.**

Again welcome and we look forward to meeting with you in the very near future!

MONDAY 5/4/2020 Virtual Orientation	TUESDAY 5/5/2020 Conference Rooms A-D	WEDNESDAY 5/6/2020 Conference Rooms A-D	THURSDAY 5/7/2020 Classroom 3	FRIDAY 5/8/20

		Penn Chart Training		
8:30am – 12:30pm **General Hospital Orientation** **Blue Jeans Webinar**	**8:00am – 4:30pm** **Classroom Time** **PennChart Education:** **Inpatient Training for ED Techs** 1 Plainsboro Road, Plainsboro, NJ IT Training Room 8:30 am – 11:30 am	**8:00am – 11:00am** **Classroom Time** **11:00am -11:30am LUNCH!!** **PennChart Education:** **Inpatient Training for CNAs / PCs / OB Techs** 1 Plainsboro Road, Plainsboro, NJ IT Training Room 1:00 pm – 5:00 pm **Behavioral Health Inpatient Training for MHA/PCT/CNA -** Knowledge Link e-Learning	**8:15am-11:30am** **Classroom Time** **12:00p – 4:00pm On your Unit**	**7:00am-3:00pm** **On Your Unit**