

8:00am-8:10am	<p>Welcome to General Orientation, Agenda Overview Our Values, Mission, Vision & Philosophy</p> <p>HR Checklist: Completion of Pending Required Docs, EE ID/Badges</p>	SJGH Human Resources Staff
8:10am-8:40am	Welcome to San Joaquin General Hospital	Rick Castro Chief Executive Officer, SJGH
8:40am-9:00am	Information Systems	SJGH IT Dept Team
9:00am-9:15am	Health Information Portability Accessibility Act (HIPAA)	Charo Jumaoas, HIPAA & Privacy Officer, SJGH
9:15am-10:00am	<p>Standards & Compliance/Risk Management</p> <ul style="list-style-type: none"> ○ Managing Patient Complaints ○ Reporting Accidents and Injuries ○ Compliance 	Rona Buenaventura, Management Analyst II, Jennifer Hirai, Management Analyst III Standards & Compliance
10:00am-10:15am	Break	
10:15am-10:30am	Team Excellence (AIDET)	Candace Maynor
10:30am-10:45am	Infant Feeding Policy	Staff Nurse V Clinical, Inpatient
10:45am-11:15am	Timecard Processing	Dawn Ness, Dept Payroll Specialist Sylvia Alaniz, Dept Payroll Specialist
11:15am-12:00pm	Emergency Management	Charla barney, Staff Nurse IV Inpatient, ED
12:00pm-12:30pm	Lunch Break	
12:30pm-1:00pm	Medical Guarded Unit Training	Laura Garcia, Staff Nurse V Clinical Educator Doug Peterson, Staff Nurse V Clinical Educator
1:00pm-2:00pm	<p>Infection Control</p> <ul style="list-style-type: none"> ○ Hand Hygiene ○ Transmission-Based Precautions ○ Blood Borne Pathogen Standard ○ Aerosol Transmissible Disease Standard 	Steven Sloneski, Infection Control Coordinator, Standards & Compliance

2:00pm-2:15pm	RNs, OCAs Clinical Orientation Venue Falls Prevention Program Spot a Stroke	SJGH Nursing Education Dept Staff
2:15pm-2:30pm	Break	
2:30pm-3:30pm	Safety in the Workplace Videos: <ul style="list-style-type: none"> ○ “Hazard Communication for Healthcare” ○ “Healthcare Fire Prevention” ○ “Patient Handling” 	SJGH Human Resources Analyst
3:30pm-4:00pm	SJGH Policies Closing Comments Collect the following forms: <ul style="list-style-type: none"> ○ Program Evaluation ○ Safety/Emergency Preparedness Form ○ HIPAA Information Form Final check to ensure compliance and participation has been met.	SJGH Human Resources Analyst
4:00pm-4:30pm	SEIU Union Presentation Members of SEIU bargaining units only – To include outside new County Employees as well	SEIU Representative Staff