

Frequently Asked Questions

1. Where do I go for orientation?

The on-campus orientation is located at the Dowdle Center, ground floor (Corporate University Dept.) at 109 Governors Drive, SW. You must park at the employee garage.

2. What must be completed before attending orientation?

- a. Onboarding tasks with all required documentation
- b. Pre-employment appointment
- c. Background check
- d. Online orientation modules
- e. Health Survey
- f. Return 401K-Opt out form (If applicable)
- g. Send American Heart Association cards (if applicable)

3. I am a 90-day rehire. What are my steps?

Since you are coming back to the team within 90-days, you do not need to complete orientation. Your recruiter and onboarder will explain the steps with you.

4. What do I wear to orientation?

The dress code for on-campus orientation is business casual or scrubs. For more details, please refer to the dress code policy that is posted on the onboarding portal.

5. When will I begin working shifts?

In order to start working, you will need to complete all your orientation requirements (this may include clinical orientation for health care provider personnel). Contact your manager to get information about your schedule.

6. What should I expect?

The on-campus orientation includes Fire Extinguisher training; Badge pick up and parking assignment; Clinical Orientation information (if applicable)

7. What do I bring?

All documents should be submitted at this point. Should you owe Human Resources any documents, please bring them to the Plaza Resource Center, 5th floor.