 Advocate Trinity Hospital
Nursing Clinical Affiliations Orientation Handbook

Contact information:

**Undergraduate Nursing Students**- Dana Murphy, MSN, RN, NPD-BC
Nursing Professional Development Specialist
Email- dana.murphy@advocatehealth.com

**Graduate Nursing Students**- Christina Hildebrand, MS, RN, NPD-BC
Nursing Professional Development Specialist
Email- Christina.Hildebrand@aah.org
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>About Advocate Trinity Hospital</td>
<td>p. 3</td>
</tr>
<tr>
<td>Organizational Structure &amp; CNO Welcome</td>
<td>p. 4-5</td>
</tr>
<tr>
<td>Using the Phone System &amp; Plain language Emergency Alerts</td>
<td>p. 6</td>
</tr>
<tr>
<td>Directions to Advocate Trinity Hospital</td>
<td>p. 7</td>
</tr>
<tr>
<td>Campus Maps &amp; Parking Information</td>
<td>p. 8-9</td>
</tr>
<tr>
<td><strong>Other Clinical Experience Requirements:</strong></td>
<td>p. 10-11</td>
</tr>
<tr>
<td>• Student ID Badges</td>
<td></td>
</tr>
<tr>
<td>• Parking</td>
<td></td>
</tr>
<tr>
<td>• Dress Code/Professional Appearance</td>
<td></td>
</tr>
<tr>
<td>• Website information</td>
<td></td>
</tr>
</tbody>
</table>
ADVOCATE TRINITY HOSPITAL

205
BEDS

624
PHYSICIANS

62
SPECIALTIES

369
NURSES

PART OF A
TOP 12
NOT-FOR-PROFIT HEALTH SYSTEM

Advocate Trinity Hospital, on Chicago’s Southeast Side, has provided high-quality, compassionate care for more than 120 years. A designated Primary Stroke Center and a Baby-Friendly breastfeeding support facility, the hospital’s board-certified physicians also provide advanced cardiac care, bone, joint and other advanced surgery, and a limb salvage program that is a model for other providers.

NATIONALLY RECOGNIZED FOR EXCELLENCE

CLINICAL EXPERTISE AND SPECIALTIES

Cardiac and Vascular Care
Recognized as high performing in administering adult procedures for heart failure. Fully-equipped cardiac cath lab and accredited Cardiac Rehabilitation Program.

Diabetes Management
Diabetes prevention program offers classes in both English and Spanish. One-on-one patient education on medication management, diet planning and physical activity strategies with a Certified Diabetes Educator.

Pulmonary Care
Advanced lung cancer diagnosis, screening and treatment of lung conditions, including cancer. Named a Lung Screening Center of Excellence by the GO2 Foundation.

Maternity Care & Women’s Health
Clinical capabilities for premature and full-term newborns. Accredited by the American College of Radiology for breast imaging. MRI breast exams and MRI-guided breast biopsies, same-day mammography results. Multidisciplinary pelvic health rehabilitation services

CARING FOR OUR COMMUNITIES

Community partnerships
Collaborative partner in Imani Village, a health-focused community expanding access to care on the South Side

Food Farmacy Program
Brings fresh produce and other food staples to food insecure people with metabolic conditions

South Side Health Transformation Project
Collaborative partner in reducing health disparities and addressing social determinants of health

2320 E. 93rd Street, Chicago, IL 60617 | https://www.advocatehealth.com/trin/ | 773-967-2000

Created by: Cheryl Davis- Nursing Education and Professional Development
Reviewed / Revised Date: Dana Murphy-3-28-2023
On behalf of the entire Advocate Trinity Hospital team, I would like to welcome you to our family. I encourage you to read and become familiar with the information you will receive today. If you find that you have questions about anything after reviewing the information provided, please contact the unit manager.

Advocate Trinity Hospital has a strong commitment to community, service, compassion, doing the right thing always, high levels of competence and high standards of quality. Advocate Trinity Hospital and all our employees have a shared vision for maintaining these standards. Your role at Advocate Trinity Hospital will be an essential component of ensuring that these standards are met.

You have been selected to join this team because we truly believe that you have the skills, knowledge, and capacity to be an over achiever. We believe that you are not satisfied with anything that equates with less than the best when it comes to quality and clinical excellence.

Advocate Trinity Hospital is dedicated to embracing ideas on ways we can improve. Your feedback will be essential to our continued growth and development.

I ask that you accept this heartfelt welcome from Advocate Trinity Hospital. We believe that you will be an asset to our team and look forward to facing the opportunities and rewards that awaits us with confidence.

Welcome aboard!

Dr. Gwendolyn Oglesby-Odom
Ed.D., MSN, BSN, RN-BC, NEA-BC
Alcatel Telephone System
Quick Reference Guide

Hospital Main Number Advocate Trinity Hospital:
(773) 967-2000

To Make an Internal Call:
Dial the 6-digit extension number with the prefix 45-

Example:
Phone Number: (773) 967-4139
6-digit extension: 45-4139

To Make an External Call:
Dial 9 for an outside line, then the telephone number.

Plain Language Emergency Alerts Standardization

Please refer to the System Orientation Handbook for specific emergency notification verbiage.

Four plain language CATEGORIES:

- Facility Alert,
- Medical Alert,
- Security Alert,
- Weather Alert.

These will serve as the CORE ANNOUNCEMENT for all emergency notifications (e.g., pager, test, overhead announcement)

Following the Core Announcement, the type of actual emergency (in plain language) and location will be communicated.

Example: “Medical Alert – Rapid Response Team-----4 Northwest Room #” (refer to orientation handbook for additional details).
Advocate Trinity Hospital is located on Chicago’s southeast side.

From the north and the Loop, go south on Lake Shore Drive to Jeffery Blvd. Continue south on Jeffery to 93rd St. and go east on 93rd seven blocks to the hospital.

From the south, take I-94 west to the 103rd Street/Stony Island Avenue exit. Go north on Stony Island to 93rd St., turn east and proceed 15 blocks to the hospital.

From the east, take I-80/I-94 west to the 103rd Street/Stony Island Avenue exit. Go north on Stony Island Avenue to 93rd St., turn east and proceed 15 blocks to the hospital.

From the west and northwest, go to Lake Shore Drive and follow the directions from the Loop.

From the southwest, take I-57 north to I-94 East (Bishop Ford) to the 103rd St./Stony Island exit. Go north on Stony Island to 93rd St., turn east and proceed 15 blocks to the hospital.
TO: ALL Trinity Associates
FROM: PUBLIC SAFETY
RE: PARKING LOT ASSIGNMENTS & VIOLATION PROTOCOL

As we continue to see growth in both patient volume and in the number of services provided on the Advocate Trinity Hospital campus, it is critical that we provide adequate parking for our guest. To ensure that our patients and visitors have easy access to convenient parking every day of the week, especially weekdays from mid-morning to mid-afternoon, when we are the busiest, we are asking every associate to closely adhere to our Advocate Trinity associate Parking regulations and assignments.

ASSOCIATE PARKING LOCATIONS

Associate parking is available in clearly marked lots at the following locations:

- LOT A4- OGLESBY EAST GRAVEL (ASSOCIATE PARKING) 9300 BLOCK OF OGLESBY
- LOT B1- YATES GRAVEL (ASSOCIATE PARKING) 9200 BLOCK OF YATES AVE
- LOT D1- DR’S OVERFLOW (ASSOCIATE PARKING) 2300 BLOCK OF 92ND PLACE
- LOT D2- DR’S MAIN LOT (ASSOCIATE PARKING) 2300 BLOCK OF 92ND PLACE
- LOT F1- 92ND CRANDON (GRAVEL) EASTSIDE (ASSOCIATE PARKING) 9200 BLOCK OF CRANDON
- LOT F2-92ND CRANDON (GRAVEL) WEST SIDE (ASSOCIATE PARKING) 9200 BLOCK OF CRANDON
- LOT H1- CRANDON WEST (ASSOCIATE PARKING) 9300 BLOCK OF CRANDON
- LOT H2- CRANDON EAST (ASSOCIATE PARKING) 9300 BLOCK OF CRANDON
- LOT H4- OGLESBY WEST (ASSOCIATE PARKING) 9300 BLOCK OF OGLESBY
- LOT J- DOCTORS LOT UNDER THE POB (ASSOCIATE PARKING) 9300 BLOCK OF CRANDON

Street parking is also available on many streets surrounding the hospital. (Be sure to adhere to any parking restrictions posted by the city of Chicago and avoid parking in places designated for valet services to avoid fines, tickets and towing.

ASSOCIATE PARKING SAFETY

The safety of our associates is our top priority. If you would like an escort to or from the facility, you may call the Public Safety Dispatch at 773-967-3333 (45-3333 in-house) and request an escort. Officers are available 24 hours 7 days a week and will be happy to escort you to your vehicle.

PARKING VIOLATIONS

Our journey towards becoming the premier hospital on Chicago’s southeast side depends on every associate cooperation. Public Safety will begin enforcing parking regulations immediately. Please note that associate’s vehicles found in lots designated for patients and visitors, parked in blocked off spaces or any other inappropriate areas, will be towed at the owner’s expense. In some cases, disciplinary action may result.

THANK YOU IN ADVANCE FOR YOUR COOPERATION AND COMMITMENT TO PROVIDING THE BEST EXPERIENCE AVAILABLE. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT STANLEY LAWRENCE, MANAGER OF PUBLIC SAFETY AND VALET PARKING @ 773-967-5193 (45-5193 IN HOUSE)
Student/Faculty Expectations of Standards & Dress Code

- Protect Security of EPIC access password, sign-on, log off, patient health information
- Turn cell phones off while providing patient care.
- ALWAYS wear the university/college Identification badge at chest level. Badges MUST BE at eye level.

- Dress in a professional manner following the respective School of Nursing Uniform Policy and be clearly identified as a student nurse. Students should not wear green scrubs unless in surgery or providing obstetrical care.

- Be prepared to work in the clinical setting in a safe manner that demonstrates professional standards and behavior.

- If a student becomes ill or is injured while in clinical a Rapid Response may be called, or they may be taken to the emergency room for assessment/treatment. Emergency outpatient treatment will be available to students while in the hospital for clinical training, in case of accident or illness the hospital shall not bear the cost of the emergency treatment.

Badges:

- Students are required to ALWAYS wear an ID badge while on hospital campus during clinical rotation.
Please click on the link below for more resources related to Clinical Placements

http://aah.org/Nursing-MA-StudentPlacement