



UofU RT Department Student Orientation

Key Information:

Supervisor Cell Phone: 801-824-1278

-Text or call to be let into the department at the beginning of shift

-Use to call in sick for your clinical shift if needed

Located on the 2nd floor behind the NICU

Break room and Conference room Door Code: 2.5.3.1

Education Coordinator: Trenton Ridges 801-585-5750 trenton.ridges@utah.edu

1. **Calling in Sick:** If you need to call in sick for a clinical rotation, you must speak directly with the supervisor/lead that day. To make up this shift, please contact the Education Coordinator. Email is best.
2. **Running Late:** Please call the supervisor phone and include your anticipated arrival time.
3. **Parking:** You are allowed to park in the hospital visitor parking. To avoid confusion, wait until you're in the building to put your student badge on.
4. **Shift Time:** Day and Night shifts start at 630 am/pm. Please report to the supervisor and they will guide you to the RT you'll be following for the day.
5. **Dress Code:** Your university scrubs and badge are to be worn for all clinical rotations. Please come well-groomed and be professional. Closed-toed shoes are required.
 - a. Long nails/acrylics are not permitted. They interfere with the use of gloves and put the student and patients at risk for infection transmission.
 - b. A solid-colored short/long sleeve shirt may be worn under your scrub top as long as it does not have any branding or markings.
6. **Lunch:** We have a fridge in the break room where you may keep your lunch. We also have a cafeteria on the A level near the bottom of the escalator.



7. **Personal Items:** Please leave valuable items at home. You may keep your bag in the breakroom which is usually locked but it is accessed by many people throughout the day. The U is not responsible for lost items.
8. **Study Time:** It is appropriate to study during down time only. It is not appropriate to spend time in the department instead of accompanying your preceptor during their work. If no one is using the conference room, you may study there. Please be tidy and put all items away before you leave the area to do patient care. Please coordinate downtime with your preceptor.
9. **Overview:** Clinical rotations are an opportunity to be hands-on, engaged, and learn how to provide patient care. You work under your preceptor's license. Please show them a high level of respect. Professional communication and behavior is required. Remember that any information you are exposed to is private and protected by law(HIPAA). Inform your preceptor of any particular items you hope to see and practice. Your time at the U is also a chance for you to see if you'd like to work with us and for us to assess if we'd like to work with you. Please maximize your time with us! We're glad to have you and hope you have a great experience.

Welcome to the U!