Date:

Welcome,

We are pleased to welcome you to Southern Health-Santé Sud! Your journey with us begins with an orientation all newly hired or returning staff must complete. Please follow the steps below to complete the orientation requirements. Please note that if you have worked in another service delivery organization, you will need to contact IT 1-866-999-9698 to have your LMS account changed to show you work in Southern Health. Below is to be completed in 14 days from hire.

Date to complete is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Managers  Check Applicable Orientation | Orientation | Links/QR Codes | Date Registered for Course | Date Completed |
|  | Regional Orientation | [Regional Orientation (Virtual) » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/orientation/regional-orientation-virtual/) |  |  |
|  | Violence Prevention Program | Register for class: [Staff Education Events » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/staff-education-events/?category=violence-prevention-program) Or use Learning Management System |  |  |
|  | Facility Orientation | [Facility Orientation » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/orientation/facility-orientation/)  Please choose: Complete Virtual Facility Orientation  Or if in the past year Facility Orientation has been completed but you are working at a new site please use Facility Specific Orientation and go to your new site to review materials.  Please choose: Virtual Facility Orientation Maps and Site Specific Information. |  |  |
|  | Safe Client Handling Injury Prevention Program | No link. Manager will register staff for date at applicable site, using the Onboarding Staff/Orientation link. |  |  |
|  | Regional Clinical Orientation | Register using: [Staff Education Events » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/staff-education-events/?category=orientation) |  |  |
|  | HCA Orientation | [Health Care Aide (HCA) Orientation » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/orientation/hca-orientation/) |  |  |
|  | Emergency Orientation | Register using: [Staff Education Events » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/staff-education-events/?category=orientation) |  |  |
|  | Regional Obstetrical Orientation | To start Regional Obstetrical Orientation, Fetal Health Surveillance and Neonatal Resuscitation Program use this link to register for courses: [Staff Education Events » Southern Health-Santé Sud](https://www.southernhealth.ca/en/staff-resources/staff-education-events/?category=perinatal) |  |  |

**If you require assistance or access to an electronic device, please contact your local Manager or Educator.**

*Thank you for joining the Southern Health-Santé Sud team. We look forward to meeting you in person and welcoming you to your new workplace.*