

## Important Student/Faculty Information

### Accessing Policies/Procedures

Students, faculty and all others working with us at CHRISTUS Santa Rosa Health System are expected to follow the organization's policies and procedures. Please ask for any assistance you may need in this regard.

If your student role requires computer access you will also be able to access the policies and procedures. On any CHRISTUS Santa Rosa computer desktop click on the Icon below, which will open up the CHRISTUS Intranet. At the top of the page just under the Search Bar, you will see the heading for "Clinical Tools". Point at the "Clinical Tools" title and you will see the drop down menu appear. Click on the link for Clinical Policies and Procedures or Santa Rosa Policies & Procedures. Also, please don't hesitate to ask the Director of the Department you are working in, a Charge Nurse, Nursing Supervisor or any Associate if you have questions.



The screenshot shows the top navigation bar of the CHRISTUS Santa Rosa Health System Intranet. The navigation bar includes a search bar, a "Help (Service Desk)" button, and a "Welcome, Dorothea" message. Below the navigation bar, there are four main menu items: "Santa Rosa", "HR & Business Tools", "Clinical Tools", and "Departments". The "Clinical Tools" menu is expanded, showing a list of links. Two blue arrows point to the "Clinical Policies and Procedures" and "Santa Rosa Policies & Procedures" links in the dropdown menu.

Santa Rosa	HR & Business Tools	Clinical Tools	Departments
		<ul style="list-style-type: none"><li>Clinical Policies and Procedures</li><li>Santa Rosa Policies &amp; Procedures</li><li>Enterprise Order Sets</li><li>Lexicomp Online</li><li>MEDITECH Education Portal</li></ul>	<ul style="list-style-type: none"><li>MIDAS</li><li>Nursing Resource Center Plus</li><li>Nutrition Manual</li><li>Patient Education</li><li>Pediatric Nutrition Manual</li><li>Safety Event Notification (RDE)</li><li>Teletracking System Tools</li><li>UpToDate</li><li>Language Access Services</li><li>OR Control System</li><li>Provider Search</li><li>SOUND Telehospitalist - MC</li><li>SOUND Telehospitalist - WH</li></ul>