

MRHC General Orientation

8:00 AM

- Welcome to MRHC

8:30 AM

- Culture Training—Rebecca Lanham

10:00 AM

- Benefit Training—Rebecca Lanham

➤ Wellness Center—Natia Anderson

10:30 AM

- HIPAA Training—Rhonda Falconer

11:00AM – 12:00PM Lunch Break

12:00 PM

- Tour of MRHC & Foundation—Ben Capers

1:00 PM

- IT Training

1:30 PM

- Infection Control—Lori Maxwell

2:00 PM

- Retirement Review—Paul Mariconda

2:20 PM

- Restraints & BLS Check Verified by _____

2:45 PM

- EVS—Gerado Soto

3:00 PM

- HR Training—ADP & PolicyTech

3:45 PM

- American Fidelity

4:30 PM: Class Dismissal

At the end of General Orientation, please review, sign and return to HR.

*I have completed all requirements of orientation and agree to read policies assigned to me (PolicyTech).
I have been trained to log into ADP and Policy Tech.*

I understand that Relias courses are part of the orientation process and that by not completing my Relias courses within the specified time frame I can be suspended from work without pay.

Name (Print)

Signature

Date