



WELCOME DAY

New Team Member Welcome Day

Congratulations on starting your career with The Outer Banks Health!

On behalf of all the dedicated team members, we are excited for you to be joining our Voyage to Excellence. As a team, we strive to achieve our Mission, Vision, and Values. Working together, we will achieve our vision and goals of being a preferred healthcare provider, employer of choice, and national leader in meeting the needs of the Eastern North Carolina communities we serve. Orientation is your first step in understanding our organizational culture, so welcome aboard as we look forward to welcoming you on your first day.

Please join us on your designated orientation start date at:

Outer Banks Hospital - Port Room located at [4800 S Croatan Hwy, Nags Head](#) (2nd floor of the Medical Office Building down the hall across from Human Resources.)

If you have questions prior to Welcome Day, please call 252-816-7446 opt. 1 or email Onboardinghelp@ecuhealth.org

Week One	What to Expect	Point of Contact
<p>Monday</p> <p>All new team members attend.</p>	<p>New Team Member Welcome Day</p> <ul style="list-style-type: none"> Schedule: 8:30 a.m. – 4:30 p.m. Dress: Business Casual / Scrubs Approved <ul style="list-style-type: none"> No denim or sandals Consider bringing a sweater or light jacket due to temperature changes Comfortable shoes recommended (walking tour of the facility) Bring: Designated forms of ID for Igs (This documentation is required within 3 days of hire.) Meals: On day one of Orientation, our Executive Leadership looks forward to having lunch with you, provided by the Hospital. Light breakfast is served as well. 	<ul style="list-style-type: none"> For questions, please email: CandidateExperience@ecuhealth.org LearnNow or ECU Health access issues? ECU Health IS Helpdesk: 252-847-5111
<p>Tuesday, Wednesday, Thursday, & Friday</p>	<ul style="list-style-type: none"> Follow instructions and schedule outlined by leadership or education. Please contact education to coordinate additional time to complete learning modules. Deadline: Team members must complete all modules by Friday. 	<ul style="list-style-type: none"> For questions, please email: Melanie.Prince@theobh.com

For returning and new hire benefits enrollment information and Benefits Office Hours: [Link to Benefits Information](#)



Time	Topic	Presenter
8:30 a.m.	Welcome & Introduction Mission, Vision, Values, Engagement	Executive Leadership
9:15 a.m.	<ul style="list-style-type: none"> • Credentials Login and Password Updates <u>LearnNow Modules</u> • Essentials of Excellence <ul style="list-style-type: none"> ○ Experience & Culture ○ Safety – Environment of Care ○ Infection Control – Blood borne Pathogens & TB ○ Infection Control – Safe Practices ○ HIPAA & Compliance ○ Code Stroke • Unit Specific Learning Modules 	<p>Welcome Day Facilitator</p> <p>(Admin Support for I-9 documents)</p> <p>(Police for Badging Pictures)</p>
11:45 a.m.	Break	
12 p.m.	Lunch	Administration
12:30 p.m.	Hurricane & Emergency Preparedness	Todd Warlitner, VP Finance
1 p.m.	E-Learning Review and Games	Welcome Day Facilitator
1:30 p.m.	Hospital Tour	Welcome Day Facilitator
2 p.m.	HR Policies, ECU Health Service Center, Benefits	Kevin Schaack, HR Business Partner
2:30 p.m.	Experience Programs Dementia Friendly Hospital Training	Kim Hardman, Director Office of Experience
3 p.m.	Break	
3:10 p.m.	Resources: Email, Technology, Safety, Orientation Folder Review and Scheduling	Welcome Day Facilitator
4 p.m.	<p>Infection Control Practices, Hand Hygiene Competency (all) PPE Donning/Doffing (as applicable per role)</p> <p>Complete LearnNow Modules (all others)</p>	<p>Imali Sivalingam, Infection Preventionist</p> <p>Welcome Day Facilitator</p>
4:30 p.m.	End of Day	