

Welcome to ECU Health

New Team Member Welcome Day



Congratulations on starting your career with ECU Health!

Please join us on your designated orientation start date at:
ECU Health Duplin Hospital - **401 N Main St., Kenansville, NC 28349**

Parking & Welcome Day

Park in any space at the hospital and enter through the main entrance on your designated start date. Upon entering the main entrance, please inform reception team of your arrival and have a seat. An ECU Health representative will arrive before 8 a.m. to greet you.

<u>Week One</u>	<u>Learning Activities</u>	<u>Point of Contact</u>
<u>Monday Morning</u> All new team members attend morning session	New Team Member Welcome Day Arrival Time: 7:45 a.m. – 12 p.m. • Dress: Business Casual / Scrubs Approved • Bring designated forms of ID for I9s • Take picture of vehicle license plate	For questions, please call: Melissa Herring - 910-296-2847 LearnNow or ECU Health access issues? ECU Health IS Helpdesk: 252-847-5111
<u>Tuesday - Friday</u> Clinical Team Members Only	• 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.	

If you have questions prior to Welcome Day, please call 252-816-7446 option 6 or email Onboardinghelp@ecuhealth.org

For returning and new hire benefits enrollment information and Benefits Office Hours please visit:
<https://allin.ecuhealth.org/enrollment-details/>

ECU Health Duplin New Team Member Orientation Schedule

Day 1: All Team Members		
Time	Description	Presenter
8 – 8:15 a.m.	Welcome/Video/Schedule	Nan Pate/Melissa Herring
8:15 – 8:45 a.m.	Brand You	Nan Pate/Melissa Herring
8:45 – 9:15 a.m.	Introductions & Executive Presentation	Jeff Dial/Christina Miller
9:15 – 10 a.m.	Benefits/Tips for Success/HR Review/ I -9's	Melissa Herring
10 – 10:20 a.m.	Duo Mobile/Peoplesoft (Opt-In)/Email	Nan Pate/Melissa Herring
10:20 – 10:30 a.m.	Wellness – Lifestyle Coach	Anna Keith/Nan Pate
10:30 – 11 a.m.	Tour/Time Clock	Nan Pate/Melissa Herring
11 – 11:15 a.m.	Badge Pictures/Break	ECU Health Police
11:15 – 12 p.m.	BEFAST/Infection Control	Julie Teachey/Caroline Rust
12 – 12:45 p.m.	Lunch with Manager	
12:45 – 4:30 p.m.	Learn Now Module Instructions Enroll in NVCI & EHR Learning Plans Nurses, Nursing Assistants, Lab Techs Nova StatStrip Competency Clinical Orientation Review and/or Education CBO Review (All Nurses, CNA's, Observers, Paramedics and Respiratory) Medication Safety Assessment (All Nurses) NIHSS (ICU, 2N, CS & ED Nurses) EKG Rhythm Review (ICU, ED, CS OR Nurses) RightSpot Training (All Nurses) IV Compounding (ICU, CS & ED Nurses) Thrombolytic Administration (ICU, CS & ED Nurses)	Lori Fulghum/Self-Study

Day 2: All Team Members		
8 a.m. – 12 p.m.	LearnNow Modules	Self-Study
12 – 12:30 p.m.	Lunch	
12:30 – 4:30 p.m.	LearnNow Modules	Self-Study
*Clinical team members may require specialized trainings		

Days 3-5: All Team Members
Complete unfinished role specific LearnNow modules and self-study assignments.