



I would like to take this opportunity to welcome you to Henry Mayo Newhall Hospital.

1. Identification Badge – Physician Parking sticker – HMNH requires that all medical and hospital staff wear their identification badge. Your badge will provide you access to the hospital through the locked doors. It is a requirement that you display your appropriate badge while on the HMNH Campus.
2. Physician Orientation - Today
 - **Computer Access and EMR Training Requirement** – As Henry Mayo Newhall Hospital is committed towards becoming a fully electronic hospital, all new inpatient physicians are **required** to complete today's EMR training prior to seeing patients.

The Clinical Support Team can be reached at (661) 799-5001.
 - **FIT Testing** – The Respiratory Therapy Department
 - **Hospital Tour** – The Medical Staff Office staff will give you a tour of the hospital which will include meeting Leadership staff to answer any questions you may have.
3. Physician Portal System – provides your office staff access to your patient's reports, lab results and x-rays. You may authorize your office staff to use the system with their own access information. Privacy laws prohibit the sharing of access codes. You or your office will be responsible to contact the Medical Staff Office in the event of an employee termination so we can have their access to the system deactivated.
4. Medical Staff Lab Coat Order Form – please complete and fax to 661-200-1042.
5. Proctoring – each practitioner must complete their proctoring requirements. Attached is a packet with your requirements and the necessary forms.
6. Medical Staff Meetings – each practitioner is asked to participate in medical staff meetings. Department meetings are scheduled bi-monthly and the Medical Staff meetings are scheduled quarterly. You will receive a monthly mailing (attached) which includes the month's scheduled meetings. Current Medical Executive Committee members:

Chief of Staff	Louie Marc Contreras, MD
Deputy Chief of Staff	Don Nishiguchi, MD
Secretary	Navid Navizadeh, MD
Treasurer	Maher Sadra, MD
Member at Large	Mark Sender, MD
Member at Large	Charanjit Saroa, MD
Department of Surgery	Edgar Enriquez MD
Department of Medicine	Balbir Brar, MD
Department of Primary Care	Jack Casey, MD
Chairman, Administrative Svcs	Lakhbinder Dhanda, MD
Chair, CME/Library Committee	Peter Kim, MD
7. Education – CME Sessions are scheduled on Thursday once or twice a month. You will receive a monthly communication which will include that month's schedule CME sessions. All sessions are scheduled to meet virtually.

8. Physician roster – attached. Please contact the Medical Staff Office if information needs to be updated.
9. Hospital Information – attached is a department phone listing and a map of the campus.
10. HMNH Employee Health Plan application.
12. HMNH Physician Roles in a Disaster.
13. California Code of Regulations, Title 22, Section 70263(c)(1) the Black Box Warning Policy.

Once again, welcome to Henry Mayo. We strive for excellence in caring for your patients. Should you have any questions, please do not hesitate to contact the Medical Staff Office (661) 200-1705.

Thank you.

Lisa Ferrer-Jones, CPCS
Manager, Medical Staff Services