

RGH PRE/POST Conference Spaces:

- If you are on **MSDU, SSDU, Sands 600, Women's Care**: Work with the units to reserve their conference rooms
- **Sengupta, Weiner, TWIG**: MaryBeth.Irish@rochesterregional.org
- **B4 Conference Room/Waiting Area & Conference Room**: Janese.Spatuzzi@rochesterregional.org
- **Education Center (ground floor, passed cafeteria)**: Amanda.McMinn@rochesterregional.org
- **B5 Conference Room**: Monica.Decory@rochesterregional.org
- If you are on **2800**- use their conference room
- **B6000** - Green elevators 6th floor, end of carpeted hallway (can be reserved through Bethany using outlook- reach out)
- **A6606** - Green elevators 6th floor, passed the PT/OT/Speech gym area (reservations should be made through dianna.mclean@rochesterregional.org)
- **Basement conference rooms (1 room)**- (no reservations needed)
- **Outside area of Wolfgang puck**: When weather permits. NO INSIDE SITTING- unless your group has purchased food from Wolfgang
- **LeChase Lobby Area**- 1st Floor Outside of Wolfgang Puck
- **Nursing Student Lounge: E5310** – Bethany's Sign-Up Genius

Location: The RGH Nursing Student lounge is located on the 5th floor, red elevators, toward 5400/5500. Room is labeled "E5310 Conference Room". The code is **1425**.

Please read thoroughly and help your students follow & respect the following. There were some issues with cleanliness of the room last semester, and I need your help.

Room Etiquette:

1. Welcoming and acknowledging other clinical groups here at RGH.

The new RGH student lounge is shared by 15+ local nursing programs, it is important to share our RGH vision of community and care while you're here, even as our students. We expect good communication, collaboration, and kindness amongst our students while you use this room.

2. Wiping the tables down with provided disinfectants after eating.

This room can be used for student meals, pre- and post-conference, and further education Sunday through Saturday, days and evenings! Please always ensure the tables are

clean and free of trash before your group leaves to ensure the next group has a clean space as well.

3. Checking the fridge & general appearance of the room at the end of each clinical.

We would like to keep this space clean and smelling lovely for you all! At the end of each clinical, please check the fridge, tabletops, & floor for any food or garbage. Unfortunately, after the fall semester some moldy coffees and food were found in the room.

Our EVS team does clean on a regular cadence. However, this room could see up to 100 students each day and throughout shifts. It can be at times hard to keep up with. Please never hesitate to reach out to **EVS 585-922-4598** or Bethany Hudnell 585-260-3289 for any cleanliness concerns.

4. Following & respecting the process for reserving the room for pre & post conference.

!!!! I would like to reemphasize that this room is to be used by *all colleges* for the lockers, fridge, microwave, & coat rack at any point in time, even if it is during another group's pre/post conference time. This semester, a sign-up genius will be sent out to all instructors for a chance to reserve the room for pre- and post-conference. It is on a first come, first serve basis. For further clarification: when you reserve this room for pre and post conferencing, you are also reserving for your clinical groups' lunch/dinner. !!!!