

St. Joseph's Health Centre – Reactivation Care Centre (RCC)

On Your First Day

For learners and Instructors based at RCC only.

- 1. ID Badge (RCC):** Individual preceptee please contact Patient Care Manager at RCC for your badge on your first day. Student group please follow instructions from your instructor. You do not need a St. Joe's badge from main site (The Queensway).
- 2. Computer Logins:** It will be emailed to you on your first day of placement upon prompt completion of requirements. Please contact Sandra.Chong@unityhealth.to if you do not receive it yet. You are required to login to the computer on site for the first time
- 3. Unity Health Email:** You are provided a Unity Health Outlook email for your placement. Once logged in, go to Outlook and search your name.
- 4. Remote Access (Forti Token):**

A request for remote access has automatically been submitted with your placement. You will be sent activation details to your Unity Health email based on device type: Apple or Android. Once your placement is validated, you have 7-days to activate your remote access. This must be done on-site. If you continue to have, problems please follow-up with helpdesk at extension 3805.

Remote access will provide you access to the SNet and Outlook emails.

 - [Fortitoken Guide – Apple Devices](#)
 - [Fortitoken Guide -Android Devices](#)

If you placement is offsite entirely, please contact helpdesk at **ext 3805** for Forti Token set up.
- 5. Parking:** onsite parking at the Reactivation Care Centre is \$5 a day.
- 6. Dress Code:** Student will be in scrubs when providing patient care. Closed toe shoes are required for patient care areas (no shoes with holes, vents, or mesh).
- 7. Locker:** Please speak to Patient Care Manager at RCC for locker access. There are day-use lockers in the basement on first come first serve basis. Please bring your own lock.
- 8. Location & Contact**

200 Church Street, North York. Located on Jane and 401 (Humber River Hospital, Church Site).
Taking TTC - You can take 59 Maple Leaf and 35 Jane buses with a short walk to Humber River Hospital.
Taking Subway - The closest subway station is Lawrence West. St. Joseph's is located on the 4th Floor; B tower. The team station is in front of the elevator. Contact Number: 416 243 4401.

