

## Facility Information

**St. Francis Hospital**  
**3237 South 16<sup>th</sup> Street**  
**Milwaukee, WI 53215**  
**414-647-7105**  
**Visit their Website**



map and directions

St Francis Hospital is a 260-bed acute care general medical surgical facility which has been serving the community since 1956.

Premier services at St. Francis Hospital include: Cancer Care, Cardiac Care, Diabetes Care, Emergency Care, Intensive Care, Memory Loss Center, Neurology, Newborn and Intermediate Care Nursery (Level II), Obstetrics, Outpatient Care, Orthopedics, Physical Medicine and Rehabilitation, Sports Medicine, Surgery, Spinal Performance Center, Women's Services, Work Injury Rehabilitation, Wound Care

### **CODE 4**

The term used for cardiac or respiratory arrest is CODE 4. It will be important for you to remain calm in this hectic situation, so please review your role as a student on your assigned unit.

Generally the procedure is:

If you know CPR – initiate CPR and call for help.

If you DO NOT know CPR – call a nurse STAT to the room.

When help arrives, be prepared to assist as directed or assist with the care of other patients.

Observation of the code is allowed as long as you remain away from the area around the patient!

**To report a CODE 4, dial 5555.**

### **ID BADGES**

School badges are acceptable but must be displayed at all times. If the student does not have a school name badge they must leave and return with their school ID. Names written on a piece of tape are not acceptable.

### **COMPUTER ACCESS**

Computer access is not available to students

### **ADU TRAINING**

ADU Access:

1. Initial security number is obtained through IS (Connie Pieffle) by the instructor.
2. An ADU pharmacy access form is obtained from pharmacy by the instructor, completed and then returned to the pharmacy for approval.
3. When approved, a special profile is set up and access is available.

The educators serve as resources to the new instructors who are not familiar with

the unit.

### **FACILITY/DEPARTMENT TOURS**

The instructors need to call the unit educator to arrange for orientation to the unit. Times will be set with the unit educators. Educator/Designee will provide a tour of the unit and a mini tour of the hospital to include the cafeteria, ED, and locker rooms if locker rooms are not provided on the unit. The instructors are to then tour their students. Instructors are to call to arrange for an instructor site orientation as soon as clinical placement is approved.

### **RESERVING ROOMS**

The instructor should call Hospitality at 414-647-5105 with the date and time needed. Hospitality will assist to find rooms.

### **OBSERVATION EXPERIENCES**

Instructors are to contact the unit educator or supervisor of the unit in which they would like the ancillary experience. Times and dates are then determined.

The unit educator or supervisor is responsible for informing the observation unit staff.

### **HEALTH SERVICES**

As a student, in the event of an injury, please access the Emergency Department/Urgent Care. First notify your instructor and/or manager on your unit. You will need to fill out an **Incident Report**, which you will need to present when you arrive at the Emergency Department/Urgent Care. Wheaton Franciscan Healthcare acknowledges and agrees that faculty and students are responsible for the cost or charges associated with treatment received.

You will be referred to your personal physician or school health services for follow-up care.

### **LIBRARY**

The library is available to all students currently participating in a clinical rotation at SFH. The librarian is available to assist you during regular library hours. Please ask for assistance.

The Library System at SFH is located in the basement of the Administration Building. Hours are posted on the library door.

### **LOCKERS**

Lockers are available in the **Women's and Men's staff locker rooms in the basement**. These lockers are provided as a courtesy. Please use discrimination in storing items in the lockers, as St. Francis will not be responsible for lost items.

Due to the limited number of lockers, please plan to share your locker with another student from your class. Since locks are not provided, you may bring your own.

**Please note that the locks and personal items must be removed at the end of every day.**

### **LOST AND FOUND**

The Lost and Found service is operated by the security department. If you have lost

any property, please call Security at **414-647-5884** as soon as possible and they can assist to try and locate your item.

**CAFETERIA**

The cafeteria offers breakfast, lunch and dinner at reasonable prices. The cafeteria is open from 6:30 am to 7:00 pm daily.

**PARKING**

Parking is available to students in the surface parking lot behind the administration building. The hospital is not responsible for theft or damage which may occur to any vehicle while parked in any designated lot.

Violating any posted regulation may result in the issuance of either a warning placed on the vehicle by Security or a citation issued from the Police Department.

If you are leaving the hospital late in the evening, please call Security for an escort to your vehicle.

**SECURITY**

If you wish to contact a Security Officer for any reason, dial **414-647-5000**.