Where is CCT/PCT Specialty Orientation conducted?

Orientation is conducted at 120 Albany Street, 3rd floor of Tower 2. [http://goo.gl/maps/QabuU](http://goo.gl/maps/QabuU)

Where do I park?

During CCT/PCT specialty orientation you must park in your designated spot assigned by Safety and Security. Please ensure you provide enough time to walk to the classroom located at 120 Albany Street, 3rd floor of Tower 2.

What do I wear?

Business casual is required for orientation. Please dress in layers as classroom temperature fluctuates during the day.

Are all orientation dates mandatory?

All orientation dates are mandatory for all staff and per diem positions. This ensures that all regulatory education is provided for safe patient care.

What are the orientation hours?

Orientation hours are from 8 am to 4:30 pm. Please plan to attend the entire session.

When do I get paid?

Paychecks are distributed every two weeks by the unit director/assignee.

Once I finish classroom orientation, what happens from here?

You will receive a schedule from your Director/ Educator for the on unit orientation. You will be partnered with a preceptor who will facilitate your on unit orientation and will introduce you to hospital specific policies & procedures as well as coach you as you assimilate into your new role.
What do I need to complete my classroom orientation?

The following must be met to deem your orientation completed:

1. HealthStream mandatories
2. Phlebotomy rotation (CCTs only)
3. Successful completion of two CCT/PCT and phlebotomy exams
4. The following competencies must be handed in to your CNS/CNE to be placed in your personnel file:
   a. Competency Based Orientation Objectives
   b. Safe Patient Handling
   c. Restraint
   d. Defibrillator
   e. Phlebotomy checklist
   f. Copy of your current CPR Card

For further questions regarding your orientation please contact Central Nursing Education Department at (732) 828-3000 ext. 8500.