Beaumont

BEAUMONT HOSPITAL- DEARBORN

PARKING

For all shifts: Please park in the parking lot located across the street from the main hospital *behind the Dearborn Medical Park building* (known as the old Ford lot). Parking in this location is free. Your car may be ticketed and/or towed of you do not park in this designated area. If entering the hospital after visiting hours, please use the emergency department entrance. Students on afternoon clinicals arriving or leaving during dark hours may call security for a ride to their car.

LOCKERS

Lockers and locks are available on a first come first serve basis. Lockers are located in the Skillman building near the Human Resource Department. Please contact **Kathy Adams-Porter** at Kathy.Adams-Porter@Beaumont.org to obtain locker assignments. She will need to know the clinical dates, times, and the number of female students as well as number of male students. Please do not bring any valuables with you during your clinical day as *Beaumont Health is not responsible for any lost or stolen items*.

CONFERENCE ROOMS

Conference rooms may be available at Beaumont Hospital - Dearborn. Please email **Kathy Adams-Porter at** Kathy.Adams-Porter@Beaumont.org with dates and times conference rooms are needed. She will reserve rooms for you based on their availability and email you those assigned rooms.

- If you require a TV/VCR/DVD, please reserve one by calling Audio Visual Services via the Help Desk at 313-724-4121. Laptops and LCDs/projectors are **not** available.

Conference Room Guidelines
1. Based on room availability, you may use a conference room for *2 hours max* on your first clinical day for orientation purposes.
2. Based on room availability, you may use a conference room *for either* pre or post conference each clinical day but not for both.
3. Conference rooms may be booked for *30 minutes*.
4. There may be a room on your assigned clinical unit that you can meet in, but you *must obtain approval from the unit manager before using the room.*