

Project SEARCH Monthly

OCTOBER 2024



OCTOBER HIGHLIGHTS

Monday, September 30 was day one of internships! Our interns are independently reporting to their designated departments each morning.

The interns are learning many new skills and job tasks, and practicing being in a professional environment, all while learning their way around the hospital.

This month, the interns have been strengthening their typing and computer skills. They are navigating their email accounts, replying to test emails and even composing their own email messages.

UPCOMING DAYS OFF

NOV NOV

28

29

Closed for
Thanksgiving



REMINDERS

The last day of 1st rotation is Friday,
December 6.

We will have a week in between rotations for
classroom time, resumé building, and more
skills review.

2nd rotation begins on Monday,
December 16.



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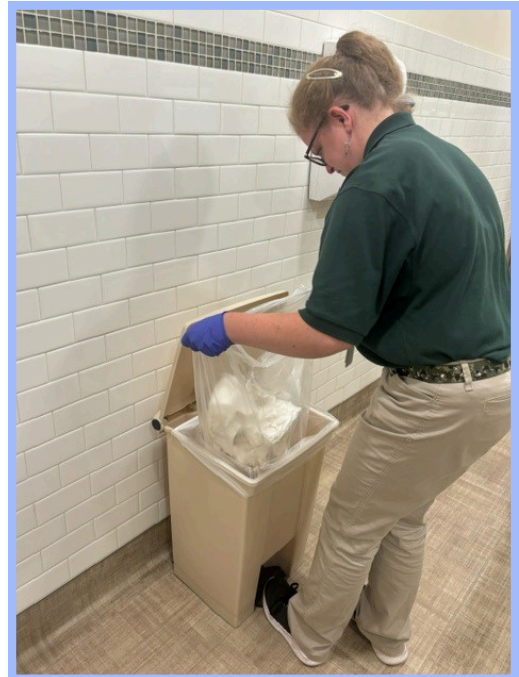
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The Interns



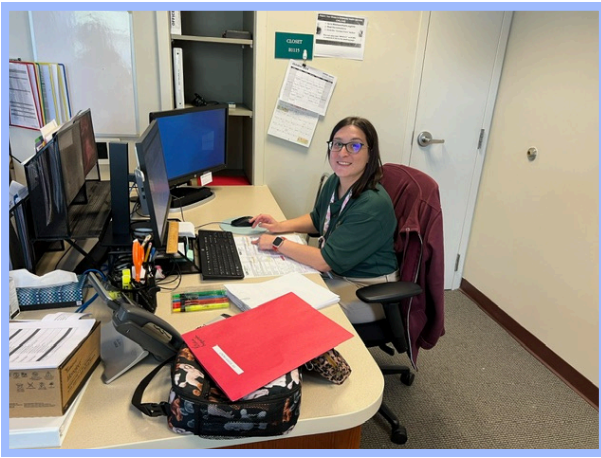
Erica has been learning the linen department! She has been working on hand-folding gowns, as well as learning to use the industrial folding machines, where she inserts gowns/towels/sheets into the machines. In addition, she hangs and sorts scrubs for hospital-wide distribution.

Indi has been learning the job tasks in environmental services! She pushes the cart around the hospital and practices EVS procedures for cleaning restrooms, offices, taking out trash, and restocking items as needed! While in a high traffic area, Indi has demonstrated a professional attitude needed to do this work.



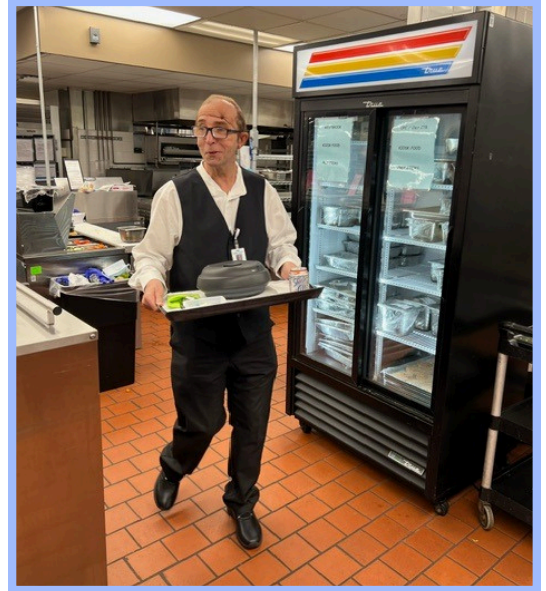
Andrew is growing more comfortable in materials management! He is learning how to read an order sheet, pick/package items, and safely navigate the cart throughout many hospital departments to deliver packages and collect signatures.





Kristina is busy in employee health, helping out at the annual flu clinic, making sure there is enough supplies and directing staff to the right area. She is also becoming comfortable with data entry and learning to do mask fit testing for employees.

Les has been enjoying his training in the kitchen! He has been assigned tray passing to bring patients their meals. He pushes the cart to patient floors where he must be mindful of safety protocols and patient identifiers. He also works on other kitchen tasks such as wiping trays and filling utensil bags.



Micki is a quick learner in the mailroom/copy center! She is sorting mail and putting it through the stamping machine. Additionally, she is already completing the outside mail run independently, where she has 9 stops around the hospital campus. This week she will be introduced to the inside mail run which has over 50 stops.



Kerri has been on vacation, and we are looking forward to her return, where she will have her first day of internship at the front desk in the hospital lobby!

