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July 7, 2016

This bulletin is intended to give housestaff helpful tips and information relevant to working at UHN and MSH/SHS.

- **WELCOME** (or **WELCOME BACK**) to the Wightman-Berris Academy – UHN/SHS. We hope that the process of getting you set to start working in the hospital went relatively smoothly. July registration is incredibly busy for the Medical Education staff and hospital services so we really appreciate your patience with any bottlenecks. You are at the heart of the care that we provide for patients of our great hospitals. We wish you much success this academic year.
- **FOOD HALL at MOUNT SINAI** – If you haven't been at Sinai in the past few months, check out the new healthy food options in the Food Hall on the Main Floor. For those on call **new extended** hours for **Barburrito** starting July 11: Mon– Sat: 10:30 a.m. - 5:00 a.m. Sun: 10:30 a.m. - 8:00 p.m.
- **ONE MAIL Account** You must have a secure email account for communicating about patient information. You are not permitted to use UToronto, Gmail, etc. Get a ONE MAIL account. You can take it wherever you go! ONE MAIL has 3GBs. If you do not receive an email invitation within a month of starting your academic year, or if your invitation has expired, contact the Faculty of Medicine onemail.help@utoronto.ca. **NEVER TEXT personnel health information on your phone.**
- **PICTURES** You must obtain explicit permission to take a picture of a patient or finding. Document.
- **WATCH YOUR STUFF!** Unfortunately, thieves are everywhere, and hospitals seem to be prime spots because our doors are open to the public. Please make sure your personal belongings are always locked up. Check with Med Ed for locations of lockers.
- **PRO and cGTA** – Remember, any patient material obtained through these networks are strictly for use in **direct patient care only**. Use for research, education or quality purposes is forbidden.
- **UHN Mack Foundation Bursary** A travel bursary worth up to \$2500 for UHN PGY 1, 2 or 3 to attend a meeting at which you are presenting a poster or oral session is offered twice per year. Next deadline September 30, 2016. <http://wbacademy.utoronto.ca/important-announcements>
- **myUHN patient portal**-myUHN patient portal allows patients to see their personal health information in the electronic patient record (EPR), in real time. MSH patients will also have portal access to some records. Please keep this in mind and use appropriate language to describe patients. TIPS: avoid describing patients by their disease eg “COPDer” , “Vasculopath” or using judgmental terms such as “this difficult patient” or “unreliable historian”. Instead for example: “This man with COPD and vascular disease had difficulty with giving an accurate history due to his delerium and recent substance use”.

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