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

- **REGISTRATION for NEXT ACADEMIC YEAR OPENS ONLINE on UMLearns starting June 15.** All residents, fellows, and students must register annually online and check in to the relevant hospital site in person to be equipped to care for patients.  
<https://umlearns.uhn.ca/Account/LogOn?ReturnUrl=%2f>
- **PRIVACY IS PARAMOUNT-** Please remember that sharing passwords for EPR, Corel and Dictation Services is strictly prohibited. Audits are routinely performed to determine if access to patient information is appropriate and authorized. Those found accessing PHI (Personal Health Information) inappropriately are disciplined. Remember to LOG OFF computers to avoid someone else using your ID to access records.
- **myUHN patient portal-**myUHN patient portal allows patients to see their personal health information as it becomes final in the electronic patient record (EPR), in real time. myUHN is rolling out in phases, starting with a number of early adopter clinics in May 2015.  
**Patients will be able to:**
  - See their UHN appointments from PHS and MosaiQ, and receive appointment reminders;
  - See UHN lab results dating back to 2008
  - See reports and clinical documentation, such as clinic notes, assessments and discharge summaries dating back to **May 1, 2015** (no scanned documents)
  - Share information with others
  - Find program and clinic information, and patient education on uhn.ca**Effective May 1 2015:** UHN notes, reports, assessments, discharge summaries in EPR dated May 1 2015 and onward will be viewable by early adopter patients and patients from all programs who register in the future. Registered patients can see their results and reports from all UHN programs/clinics.  
Early Adopter Clinics: PMH: Breast Cancer Survivorship, Leukemia (*M Minden only*), Endocrine (*S Ezzat, J Brierley, R Tsang only*), Testis. TGH: Renal Management Clinic and Red Blood Cell Disorders  
Visit [myUHN intranet pages](#) where you can find more information about the roll out, and [patient teaching and clinical documentation guides](#)
- **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. Congratulations to January 2015 Winners: Barbara Doumauras, Christopher Witiw who received the full scholarship and Dorotea Matabdzic who received a Mack Bonus. Next deadline September 30, 2015. For more information see: <http://wbacademy.utoronto.ca/important-announcements>
- **ONE MAIL Account** A **must have** for communicating securely about patients with others also using ONE MAIL OR secure hospital type email account. ALSO, you don't have to keep changing it, you can take it wherever you go! ONE MAIL NOW has 3GBs. **If you do not receive an email invitation within a month of starting your academic year, or if your invitation has expired, and**

you would like to re-activate it, contact the Faculty of Medicine at [onemail.help@utoronto.ca](mailto:onemail.help@utoronto.ca).  
Link to FAQ about ONE MAIL. <http://dc.med.utoronto.ca/content/utmail-and-one-mail-direct-faq>

- **The PAN AM and PARA PAN AM Games** –are coming to Toronto in July and August. UHN is a designated hospital site for treating athletes and officials if necessary. In the event that any major disaster occurs while the thousands are in the city, we are prepared to respond, see below regarding a **CODE ORANGE**.



## **MEDICAL TRAINEE PROCESS DURING CODE ORANGE (EXTERNAL DISASTER)\***

1. All medical trainees must carry their UHN/Wightman-Berris/medical trainee badge at all times, both on and off UHN properties. This will ensure access to UHN in the event you are required to return to the hospital because of an Emergency Code broadcast.
2. If a Code Orange call is received by the Emergency Nursing Manager and Emergency Director, the UHN CEO will be informed and a Code Orange **ALERT** will be broadcast via Locating. All medical trainees will continue with their regular duties and remain on their assigned units.
3. If the volume of Code Orange patients coming to UHN appears to overwhelm UHN resources, then a Code Orange **RESPONSE** will be announced by Locating. Again, all medical trainees will remain in their assigned units/services.
4. After initiating a Code Orange Response, the Physician-in-Chief, Surgeon-in-Chief, Physiatrist-in-Chief, and VP Medical Affairs and Quality will initiate their 'fan-out' to all Service/Division Heads.
5. If any medical trainees need to be redeployed from their assigned unit or service to assist with the Code Orange, they will be contacted personally by the Service Chief or Division Head. Under no circumstances are any medical trainees to leave their assigned unit/service without express direction of the Service Chief or Division Head. All inpatient units will carry on business as usual during a Code Orange Response.
6. Please review the UHN Emergency Code Response Fan-out policy **5.140.001** .

### **\* CODE ORANGE (EXTERNAL DISASTER WITH MASS CASUALTIES) EXAMPLES:**

- **MASS TRANSIT ACCIDENT**
- **EXPLOSION**
- **BUILDING COLLAPSE**
- **FERRY SINKING/FIRE**

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