

2023

Orientation Programme for HCAs

OVERVIEW:

An introduction to care processes at Lakes DHB for ALL newly employed HCAs.

New staff are NOT automatically booked to attend, please ensure you book any newly recruited staff yourself.

To book new staff in to attend please email pdu.admin@lakesdhb.govt.nz

Please also send through their completed uniform form and ID form and these will be organised during orientation. Once you receive their computer packs please bring these to the PDU office so this can also be completed during this programme.

	Teaching Day 1	Teaching Day 2	Teaching Day 3	Teaching day 4	Teaching day 5	Teaching day 6
FEB	13 th PDU training rm	14 th PDU training rm	15 th PDU training rm	20 th CSB conf room	21 st Sim wing	22 nd CSB conf room
MAR	6 th PDU training rm	7 th Boardroom	8 th Boardroom	13 th CSB conf room	14 th Sim wing	15 th PDU training rm
APR	11 th (TUES) PDU training rm	12 th PDU training rm	13 th Boardroom	17 th CSB conf room	18 th Sim wing	19 th PDU training rm
MAY	1 st PDU training rm	2 nd PDU training rm	3 rd Boardroom	8 th CSB conf room	9 th Sim wing	10 th CSB conf room
JUN	6 th (TUES) PDU training rm	7 th Q&R mtg room	8 th Boardroom	12 th CSB conf room	13 th Sim wing	14 th CSB conf room
JUL	3 rd PDU training rm	4 th PDU training rm	5 th Boardroom	10 th CSB conf room	11 th Sim wing	12 th CSB conf room
AUG	7 th PDU training rm	8 th PDU training rm	9 th Boardroom	14 th CSB conf room	15 th Sim wing	16 th PDU training rm
SEPT	4 th PDU training rm	5 th PDU training rm	6 th Boardroom	11 th CSB conf room	12 th Sim wing	13 th PDU training rm
OCT	2 nd PDU training rm	3 rd PDU training rm	4 th PDU training rm	9 th CSB conf room	10 th Sim wing	11 th CSB conf room
NOV	6 th PDU training rm	7 th PDU training rm	8 th Boardroom	13 th CSB conf room	14 th Sim wing	15 th PDU training rm
DEC	4 th PDU training rm	5 th PDU training rm	6 th PDU training rm	11 th CSB conf room	12 th Sim wing	13 th CSB conf room

The other 4 days of the programme are on a ward