

Badge Activation and Special Access

Q: How do I get special access to a certain department in the Hospital?

A: Each Hospital Department has a Manager or Representative assigned for access control. This person will email Hospital Police at Card Access Control to request access to request access to the individual area for the employee upon the need to enter.

Q: How do I get Access to a School of Medicine Building?

A: Fill out a copy of the Photo I.D. Request form and check off the Building you need access to. (Example A. below). Have you department manager contact the School Of Medicine Planning Office at 966-2441 to process the form for access.

Example A:

Place a check next to the School of Medicine Building to which you are requesting access:

Ambulatory Care Center	_____	Taylor Hall	_____	Mary Ellen Jones	_____
Lineberger Cancer Center	_____	Bioinformatics	_____	Thurston Arthritis Center	_____
Neuroscience Hospital (7 th Floor)	_____	Berryhill Hall	_____	Neuroscience Research Bldg.	_____
Thurston-Bowles Bldg.	_____	MacNider	_____	Medical Biomolecular Res.	_____
Bldg.	_____				
Thurston-Bowles (Microscope Room)	_____	Building B	_____	Burnett-Womack Flr: _____	_____
Brinkhous-Bullitt Morgue Area	_____	Brinkhous-Bullitt	_____	Bondurant Hall	_____
				Physicians Office Building	_____