



BAPTIST MEMORIAL MEDICAL EDUCATION

901-226-1350 * office / 901-226-1351 * fax

WELCOME

Welcome to Baptist Memorial Hospital! We hope that your time in our city is enjoyable, and rewarding. The “hands-on” training that you receive here will be the foundation of your future practice. We are very blessed to have many outstanding physicians, physician groups and hospitals in this area, so be sure to take advantage of their knowledge and experience.

CODE OF CONDUCT

As a member of our Baptist team, you will play an essential role in ensuring that we exceed the expectations of our patients through dedication, compassionate care, and responsive service. Baptist has a genuine commitment to customer service that exemplifies our philosophy, emphasizing the importance of interpersonal and technical excellence.

REQUIREMENTS

Residents/fellows rotating to Baptist Memorial Hospitals are required to read and sign the “Orientation for Non-Baptist Hospital Employees.” This document is available on the UT GME website and in the Baptist GME office. The completed form must be submitted to the Baptist GME office before the first day of your rotation. An optional Internet access request form is available for all residents/fellows through the Baptist GME office. Please note that internet access lapses after 6 months of inactivity.

COVID19 REQUIREMENTS

Residents/fellows are also required to complete the Baptist COVID19 Standards of Safety. This includes submitting a negative RT-PCR test to the GME office no sooner than 14 days from rotation start date. Baptist also requires COVID19 educational materials, including donning/doffing PPE and hand hygiene, reviewed. Please contact the GME office at 901-226-1350 to ensure you have completed the COVID19 steps.

ID BADGES & PARKING

Identification badges are required for all residents/fellows. ID badges are made by appointment in the BMH Security Office Tuesday – Friday. Please call GME at 901-226-1350 or the Security Office at 226-5520 to schedule an appointment. Baptist ID badges allow residents/ fellows to access the Baptist computer system, GME Resident Suite, employee parking lot, the Medical Staff Library (after-hours), the Physicians’ Dining Room, the rear entrance to the ED and to Surgery. Parking for residents/fellows is available on the first floor, southeast section of the Baptist Hospital parking garage and in the Baptist Employee Parking Lot.

ELECTRONIC MEDICAL RECORDS

Baptist uses an Epic EMR product we call Baptist OneCare. Training classes are required for all users before access will be granted. Information concerning these classes is available through the Baptist GME office. EMR Training should be scheduled a minimum of three weeks before rotation start date. Contact the GME office to schedule training. Please note that EMR access lapses after 6 months of inactivity, so please log in monthly to maintain your Epic Account.

DINING OPTIONS

Meals are available at BMH-Memphis in the Physicians’ Dining Room (PDR) free of charge. Residents/fellows are required to sign the “charge book” located by the silverware dispensers in the PDR. These charges are funded by Baptist Memorial Medical Education. Meals at BMH for Women are available through the cafeteria free of charge when you wear your Baptist ID Badge. Residents/fellows working nights, weekends and holidays will need a yellow meal card to use in the Willow’s Cafe. Please visit the GME office to receive a meal card.

BMH PHYSICIAN SERVICES & GME OFFICE

Graduate Medical Education is located in Suite 417 in the 6025 building on the Baptist-Memphis campus. Our office phone number is 901-226-1350. The GME Suite is available to all students, residents/fellows, and faculty with your Baptist ID Badge. This area includes a lounge, kitchenette, lockers, call rooms, restrooms with showers, GME and faculty offices, and resident office.

For your convenience, BMH Physician Services is also available to assist students and residents during their time at our campus. Physician Services is located on the first floor of BMH – Memphis. Please stop by the Information Desk in the main hospital lobby for directions to either location. Physician Services’ main office number is 901-226-5269.

We are very excited to be a part of this important time in your career and your life! If you need anything, please let me know.

Anne Sullivan, M.D.

Chief Academic Officer
Baptist Memorial Health Care
6025 Walnut Grove Road
Memphis, Tennessee 38120

Nikki Swan

Supervisor
Baptist Memorial Health Care
6025 Walnut Grove Road
Memphis, TN 38120
901-226-1356
Nikki.Swan@bmhcc.org

Laura Martin

Administrative Assistance
Baptist Memorial Hospital – Memphis
6025 Walnut Grove Road, Suite 417
Memphis, Tennessee 38120
901-226-1350
Laura.Martin@bmhcc.org

Zach McBroom

Supervisor
Baptist Memorial Health Care
6025 Walnut Grove Road, Suite 417
Memphis, Tennessee 38120
901-226-1060
Zachary.McBroom@bmhcc.org

Andre Hernandez

Systems Coordinator
Baptist Memorial Hospital - Memphis
6025 Walnut Grove Road, Suite 417
Memphis, Tennessee 38120
901-226-1358
Andre.Hernandez@bmhcc.org