**KALEIDA ID BADGES**

Please stop at the Security Desk in the Main Lobby of the hospital at which you are rotating (BGMC, GVI, OCH, MFSH).

* AT MFSH, the Security agent at the desk will contact a supervisor to assist you in obtaining a badge. You will be provided a visitor sticker until you obtain your badge.
* On the medical campus, you need to go to the BGMC/GVI/OCH ID badge office, which is located on the 2nd floor of BGMC in the A-building near the bridge between BGMC and OCH. There is directional signage posted in the area – NOTE below the limited hours noted of the badge office. **You will be provided a visitor sticker until you obtain your badge.**

**To be issued a badge, you will need to know your 6 digit Kaleida Associate #.** This number was provided to you in the auto-generated **Identity Access Management** email to you. If you do not have access to this email, call the IT Service Desk at (716) 859-7777, option #1 to request your Associate Number. **Please detach the form below, complete it, and bring with on the first day of your first rotation at Kaleida Health.**

**ID Badge Room Hours**

**Monday - Friday**

9:00am – 10:00am & 1:30pm – 2:30pm

The ID badge office phone number is (716) 859-2637. Please contact Kaleida Health Public Safety dispatch at (716) 859-5442 if any after-hours emergency situation arises involving access. **\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

**KALEIDA HEALTH ID BADGE REQUEST FORM FOR**

 **MEDICAL, DENTAL, PODIATRY STUDENTS; RESIDENTS; FELLOWS**

**PLEASE PRINT INFORMATION**

Date Kaleida Associate #

Last Name First Name Middle Initial

Title (i.e. medical student, dental student, podiatry student, resident, or fellow)