

For Office Use Only:

Request for Prox Card:_____

Institute for Simulation and Interprofessional Studies (ISIS) UW Medicine

Agreement for After-Hours Use of the ISIS Facility	
Please Print:	
Name:	Department:
Phone:	Title (Resident, Fellow, Attending, etc.):
Email:	
 The Institute for Simulation and Interprofessional Studies (ISIS) has established 24/7 access for individuals wishing to complete training and practice sessions outside of posted office hours (7:30AM-5PM). Before access is granted, individuals wishing to use the ISIS facility after-hours must read and agree to the following rules and regulations as stated below: Each individual must apply for their own Prox access card through ISIS (to be forwarded to UWMC Security Office) before after-hours privileges are granted. For application information, please contact Megan Sherman (shermm@u.washington.edu). Each individual will sign-in and -out using the ISIS after-hours time log. All individuals present in the ISIS facility after posted hours must be registered with ISIS in the after-hours database. If a faculty member requests access for after-hours training, the trainees for that session may access the ISIS facility without their own Prox card, under the supervision of the faculty member. The faculty member is responsible for logging both themselves and the learner(s) into the ISIS log. Doors to the main office area, virtual OR, control room, and supply cabinets will remain locked at all times. If access is required to one of these areas, special arrangements must be made before NOON on the day the lab area is to be used. Each individual is responsible for returning all used equipment to its original state (e.g. screens off, materials put away, etc.) NO FOOD is allowed in the lab area. 	
	e not regulated for patient use. No materials are to be
Access cards are non-transferable. Failure to comply in the immediate revocation of ISIS after-hours privi	with the policies outlined in this document may result ileges.
For security purposes, a photo of each individual will be taken and stored with a copy of this agreement.	
By signing this agreement, you agree to the ISIS after responsible for any personal items left in the lab area	er-hours policies outlined above. ISIS will not be held a after-hours.
ACCEPTED AND AGREED:	
Ву:	Date

Submitted to UWMC Safety______Issued:_____