

65 Winrooth Ave
Providence
Rhode Island

## Important Numbers

Main Hospital 401- 456-2000

Call 911 for any personal, medical, or police emergency

**Hospital Security 401 456-2342.** Inform them of your location and the nature of your call. Or call the Hospital's main line and ask for security.

**Facilities Maintenance Department 401-456-2378** for any issues regarding heating, plumbing, A/C, etc. They provide snow removal as well. If there is an emergent issue (fire alarm beeping, water shooting out of a faucet, etc.) after hours, please do not wait until the next day. Call Maintenance.

**IT 401-456-2482** Please call for connectivity or PC issues, do not attempt to fix issues yourself or handle the wires/cords in the house.

**Education Coordinator 401-456-2484,** Monday thru Friday – 7:30am to 4:00pm. If you should have any questions during working hours.

**Trash and Recycling** – Garbage is picked up on TUESDAYS. Please empty wastebaskets from your room, the bathroom, and the kitchen, into the garbage can provided outside. Place recyclable items in the recycle bin. You are responsible to move the garbage can and recycle bin on the sidewalk on MONDAY night.

**Parking** – Parking passes are given at the time of orientation by Education Coordinator This lot is monitored by security.

**IT Wifi -** There is an IT Help Desk number for connectivity or PC issues, please call 401-456-2482 or x2482 in house.

**Snow Emergency** – Maintenance will shovel sidewalks. Cars can remain parked in lot next to Red House in spots closest to Red House. Snow will be plowed around cars.

Cleaning – Regular cleaning is the responsibility of the tenants. Common areas of the house are cleaned weekly on Saturdays. If you wish to have your bedroom vacuumed, please leave your door open and place a note requesting vacuuming on your door. Students are required to keep the bathrooms clean. Please DO NOT leave personal care items or towels in the bathroom.

**Supplies** – The house is furnished and comes stocked with dishes, utensils, etc. There is a full kitchen, a living room with a TV, a computer with printer, and a washer and dryer in the basement. Students should bring their own twin sheet set and towels. Students are required to provide their own toiletries: shampoo, soap, etc. Toilet tissue and paper towels are provided by the Hospital and stored in the hall closet near the front entry.

**Keys** –Will be picked up from the Education Coordinator Cissy Marandola from security office. Arrangements for keys will be made with the education coordinator prior to student arrival.

Pets - are not allowed at housing used for Boston University clinical rotations at away sites.

Guests- No guests allowed

**Lost Badges** – there is a \$5 cost for badge replacements

**End of Rotation** – Students must return their badges, keys, e-key, end of rotation form, and parking pass to the Education Coordinator on Prior 4