Welcome to Click or tap here to enter text..

We are delighted that you are joining us as a Health Care Support Worker. Your role is critical in meeting the patient care needs and improving their quality of life.

The information included in this email should help you getting started in your orientation process. Please make sure to check your e-mail regularly for future communications.

If you have any questions about your orientation, please contact Click or tap here to enter text. by e-mail below.

Welcome to the Team!

Sincerely,

Click or tap here to enter text.

**Timeline**

1. You will be given the first 4 days of your employment to complete the online orientation components; refer to the attached document *Welcome to the First Phase of the Health Career Access Program (Acute)* for more details.
   1. These days will be paid by your employer but only once proof of successful completion is provided to your payroll clerk (your CNE will provide you with this detail during your on-site orientation).
2. After completion of the online orientation components, you will report to your worksite for on-site orientation as per the details outlined below:

|  |  |
| --- | --- |
| **On-Site Orientation Details** | |
| **Start date and time** |  |
| **Site address** |  |
| **Site Entrance Location** |  |
| **Parking Information** |  |
| **Main Phone Number** |  |
| **Miscellaneous** |  |