# WELCOME TO **AJAX-PICKERING!**

#### WHAT YOU NEED TO KNOW

3 905-576-8711



## DRUXY'S

Grab a cup of coffee, sandwich and more! Located on the 1st Floor of the East Wing Open M-F 7 am-7 pm, Sat/Sun 8 am-6 pm



## GIFT SHOP

Drop in to view gift displays and purchase goodies! M-F: 10 am- 4 pm, 5 pm- 8 pm Sat/Sun: 1 p.m. to 4 p.m.

# PARKING



LHAP staff- Use your badge to park in the outside East and West parking lots. For inquiries, call the parking office at ext. 15184

#### THE WAVE 4



Visit the WAVE to locate our policies & procedures, forms for travel reimbursement and more!

#### PLACES TO EAT & GATHER

- Rita's Place (Food Court)
- Jack's Garden (outside the West Entrance)
- Ajax Recreation Centre
- Outdoor Patio adjacent to 2 North

#### HUMAN RESOURCES

LOCATION: Ground Floor, West Wing, Room 010

HOURS: Mon-Fri: 8am - 4 pm

CONTACT: 905-576-8711 ext. 34655 askhr@lh.ca

#### EMPLOYEE ASSISTANCE **PROGRAM (EAP)**

Guidance Resources is a free, confidential, voluntary counselling/referral service available 24/7/365, to employees & their family members (within your household).

Call: 1-855-824-9752 www.guidanceresources.com using Web ID: EAP4LH

**OCC HEALTH & SAFET** 

LOCATION: Ground Floor, West Wing, Room 006 HOURS: Monday-Friday, 7:30am - 3:30pm

CONTACT: 905-576-8711 ext. 33710 OHnurses@lh.ca or your Abilities Case Management Specialist for specific inquiries

#### ACCESSING YOUR EMAIL

INTERNAL ACCESS: Use the Outlook Web Application (OWA) on any LH desktop to access your email!

**EXTERNAL ACCESS:** Visit www.lakeridgehealth.on.ca/en/aboutus/forstaff and click on "Staff OWA (Outlook Web Application) Login"

# **OUR VALUES:**









Inclusion Compassion

Innovation

#### Ajax and Pickering Ground Floor

