



Orientation FAQ Sheet

- **How should I dress?** Dress for orientation is business casual. Refer to guidelines in the Orientation Resources for proper attire for your photo.
- **Is there coffee?** Coffee is available for purchase at Cattails Coffee in the clinic lobby as well as in the Cafeteria.
- **When will Benefits be discussed?** Benefits will be discussed on Day 1 before noon. Benefit elections can begin on your second day via the Workday icon on your system-issued laptop.
- **Speaking of laptops, will I receive one?** Yes, you will receive a system-issued laptop in the afternoon of Day 1. Some might receive a loaner laptop, depending on which service line you work in.
- **Is there WiFi I can connect to on my personal cell or laptop?** Yes, you can connect to “Future of Med,” no password required.
- **Will I be reimbursed for expenses during orientation in Marshfield?** If you stayed overnight in town, yes. Keep an eye out for an email from Travel Department regarding the reimbursement process in our system called Concur.
- **I have questions related to IT, who can I ask?** Please ask a Learning Analyst during your IS training sessions or reach out to your operations manager. Your operations manager is listed on your orientation schedule.
- **Who do I ask about relocation?** Your Onboarding Specialist can assist you with this, please reach out to her.
- **How do I get reimbursed for license and DEA fees I incurred?** Please submit all receipts in Concur.