

TOOLS FOR YOUR FIRST DAY

Before arriving to MSK:

- Complete the Rotator Registration Form and Non-Employee Agreement: link for the iCIMS portal was sent to you by email (required once an academic year)
- Download your Security ID Request from iCIMS per email instructions

Coming to Main Campus:

- Memorial Sloan Kettering Main Entrance: 1275 York Avenue (between 67th and 68th Streets)
- Report to Security to obtain a MSK ID
 - From the 1275 York Avenue entrance, ask the Concierge to direct you to Security located in basement room C-G43
 - ID Hours: Monday – Friday, 8am– 12pm; 1 – 3pm; 4 – 6:30pm; 7:30 – 11pm
 - Show them the Security ID Request document
- If your program instructed you to obtain a **pager**, go to Telecommunications in room M-B42 (basement)
- Go to Linens (room M-G43) to:
 - get a **lab coat** and non-surgical scrubs (if needed). Note, you should not wear the coat from your home institution while at MSK
 - have your ID badge enabled for the **surgical scrub** machine if you require access to the Operating Rooms. Be sure to bring the Scrub Access form provided by your Program Coordinator.
- If you require a **locker** for the OR, see Dawn Carter in C-613 between 7:30am and 2:30pm
- Register for ezNotify (<https://eznotify.mskcc.org/>) to receive critical communications from MSK

Check in with your department/service

Your departmental Program Coordinator will send you details about where to report on your first day.

If you have any issues, reach out for assistance:

Graduate Medical Education Office

21st floor of the Memorial Building – Suite M2101A

Phone: 212-639-6788

8:30am to 5:00pm Monday - Friday

Main Campus Map

★ 1275 York entrance - Street level

★ Cafeteria – 1st floor

★ Library – in RRL, 1st Floor

■ GME – 21st Floor (M express elevator to the 20th Fl, turn left and walk up one flight to Suite M2101A)

