



Scrub/Ex OR Greens Dispensing System

June4/2014

Attention: All Charlton Site Staff
From: EVS Management

Please be advised that SJHH Charlton Campus is now using the Scrub/Ex dispensing system for OR Greens.

What is Scrub/Ex? How does it work?

- All hospital scrubs are dispensed through the Scrub-Ex dispensing machines located in the OR reception area, the L&D front nursing station and Hemodialysis Room H112.
- Access to the machines will be limited to staff who work in areas requiring scrubs as per the SJHH Personal Appearance/Dress Code Policy (030-HR). All necessary staff should have been registered into the system and given 2 scrubs credits. You
- Staff simply swipe their employee badge withdraw scrubs.
- Soiled scrubs are deposited into the soiled collection machine and the credit is re-added.
- Staff may switch scrubs as many times as necessary during a shift
- If you feel you require access to OR greens and you have no access, please speak to your Manager/Director and request access.

What are the benefits of Scrub/Ex?

The Scrub/ex machine provides many benefits to SJHH such as:

- Decreased Loss and Demand Charges from our linen provider
- More available stock of scrubs on-site
- Real-time web-based monitoring to scrubs stock level

What if I need help with Scrub/Ex?

- So far 95% of our transactions have been successful however some users may experience an issue when first using the machine.
- If this occurs to you please see the Scrub/Ex system administrator in your area.
- The system administrator can add/remove users, correct issues with lost credits and sizing.
- If your system administrator is unavailable or unable to solve your issue please page **Pager 8343** or e-mail scrubex@stjoes.ca and an EVS Representative will respond and provide assistance.

What if I need Scrubs and I don't normally access the machine?

For any special or unusual circumstances please contact **Pager 8343** or e-mail scrubex@stjoes.ca and an EVS Representative will respond and provide assistance/greens ASAP.

Thank-you for your on-going patience and support, please feel free to contact us with any questions you may have. **EVS Management.**

Revised: June 4/14
EVS Manager Portering & Linen