School of Allied Health Professions New Student Orientation

January 11, 2022



School of Allied Health Professions

Opening Remarks Dean Cairo



Administration & Program Directors

Overview of HSC Schools

SAHP Administration

SAHP Programs & Directors

SAHP Clinic

Office of Student Affairs Yudi Cazanas Cristina Guillory

- Location/Procedures
- SAHP Student Handbook
 - Academic Calendar
- Course and Faculty Evaluations
- Student Government Association



Financial Aid Office Patrick Gorman

- Budgeting & Financial Planning
 - Financial Aid Sources
 - FAFSA & Application Process
- Student Communication & the Financial Aid Office
 - Student Debt



Registrar's Office Alicia Edwards

Academic Student Self Service Registration Location and hours of operation ID cards **Email** Self-service portal **Enrollment verification Transcripts** Degree verification **FERPA** Graduation



Bursar's Office Michael Dauenhauer Jose Cuevas

Contact Information:

Nobursar@lsuhsc.edu

(504) 568-4694



About us



The Bursar's Office is responsible of assessing tuition & fees, collecting payments and processing student refunds.

Bursar's Office website:

https://www.lsuhsc.edu/administration/accounting/bursar_operations.aspx

In addition, we assist our students with enrollment and cancellation of student health insurance provided by Blue Cross Blue Shield of LA.

For information on Student Health Insurance please visit:

https://www.lsuhsc.edu/orgs/studenthealth/insurance/

OFFICIAL MEANS OF COMMUNICATION

LSUHSC campus email is the official means of communication for the university.

It is imperative that you monitor your campus email account on a regular basis to make certain you are aware of requests made by any student services office.

Students receive an email each time a change is made to their records that could possibly affect tuition & fees due.

Bursar's Office E-Mail: nobursar@lsuhsc.edu

Tuition & Fees Due Date

Tuition payments are due by the first day of the semester, as published in the university catalog. http://catalog.lsuhsc.edu

Please note the first day of the semester may not coincide with the first day you start classes.

It is the student's responsibility to monitor academic self-service to ensure tuition & fees are paid in a timely manner

Payment options

In Person at the Bursar's Office –

- →By <u>check, money order, or cashier's check</u>. (NO CASH)
- *Checks should be made payable to LSUHSC*

-OR-

Online via Academic Self Service -

http://academicselfservice.lsuhsc.edu/



- → By <u>ACH/E-Check</u> (requires account # & routing #)
- -OR-
- →By <u>Credit Card/Debit Card</u>







For instruction on how to make a payment visit:

https://www.lsuhsc.edu/ps/support/docs/Academic%20Self%20Service/Student/Student%20Electronic%20Pay2020.pdf

REGISTRATION FORMS

Registration forms are required for every academic year. They are due before the start of every fall semester and must be submitted via email prior to the start of classes.

Registration forms consist of two (2) forms + proof of insurance (if applicable); both forms must be submitted together. (One form will not be accepted without the other). The forms are called *optional fee checklist* and *student accident & sickness plan*.

Registration forms can be found on our website at:

https://www.lsuhsc.edu/administration/accounting/bursar_registration.aspx

STUDENTS APPLYING FOR FINANCIAL AID SHOULD BE AWARE OF THE FOLLOWING

1. Financial aid (Title IV funds) is received by the university and posted to your student account to pay tuition. You will receive an email when the financial aid funds are received by the University. Financial aid may only be used to pay for tuition and certain fees. All other fees require specific authorization to be paid from financial aid (e.g. fees requiring Title IV authorization are parking fees, student equipment & exam fees). Authorization is only required once. Title IV authorization will be applied through your entire academic progression at the university, including breaks in enrollment. You must complete the student electronic authorization in order to use Title IV aid to be applied to these fees. Fees requiring specific authorization will NOT be deferred if we do not have your authorization. Fees must be paid by the first day of the semester as it is published in the catalog. You will receive an email when the financial aid funds are received by the university.

For more information and to grant authorization please visit:

https://www.lsuhsc.edu/administration/accounting/bursar_registration.aspx

2. A student refund will be processed for any excess financial aid. We have partnered with "BankMobile" to facilitate getting your money to you sooner! Your student refunds are sent to you electronically. Please make sure you go to the following website to enroll:

www.refundselection.com

Enter your personal code from the green envelope or BankMobile email, then select how you
would like to receive your money. Need a personal code? Visit the link below:
https://www.vibeaccount.com/cardoffice/card/search/InitSearch.do

YOUR GUIDE TO

UNLOCKING REFUNDS.

Louisiana State University Health Sciences Center has partnered with BankMobile to deliver refunds and offer you smarter ways to manage that money.

HAVE QUESTIONS? VISIT REFUNDSELECTION.COM

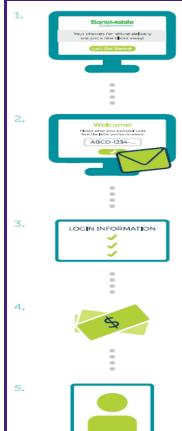


BankMobile is a Division of Customers Bank



To Get Started:

- Go to RefundSelection.com
- **2.** Enter your unique Personal Code from the green envelope.
- **3.** Create your login information.
- **4.** Select how you would like to receive your money.
- Complete your profile.



CONTINUED...

- 4. If you received an award letter, from the financial aid office via email and have accepted your aid, then your account balance will be automatically deferred until your aid is received by the university.
- 5. If you have not received an award letter from the financial aid office (via email) then please VISIT OUR OFFICE TO request a written deferment. The deferment must be in place by the first day of the semester as it is published in the catalog or you will be subject to dismissal.

Note:

Financial aid applications are queued for review and award based on your free application for federal student aid (FAFSA) process date (the date a valid result available to LSUHSC was calculated by the federal processor). Most aid applicants meeting the priority process date will receive financial aid award notification prior to the start of the academic year. Those with later process dates normally receive financial aid award notification within two to three months of their FAFSA process date.

Priority dates are as followed:

Semester	Priority Deadline
Fall Enrollment	April 15
Spring Enrollment	November 15
Summer Enrollment	April 15

Office Hours & Locations

DOWNTOWN CAMPUS

433 Bolivar Street, Room 144
New Orleans, LA 70112
1st Floor of the Resource
Building

Phone: (504) 568-4694

E-Mail: nobursar@lsuhsc.edu

Hours of Operation:

Monday – Friday 8:00 AM – 4:00 PM

DENTAL CAMPUS

1100 Florida Avenue, Room 2102 New Orleans, LA 70119 2nd Floor of the Administration Office

Phone: (504) 941-8104

E-Mail: nobursar@lsuhsc.edu

Hours of Operation:

Tuesday & Thursday 8:00 AM - 4:00 PM

Student Health

Viewing Health Record Health Blocks Paperwork

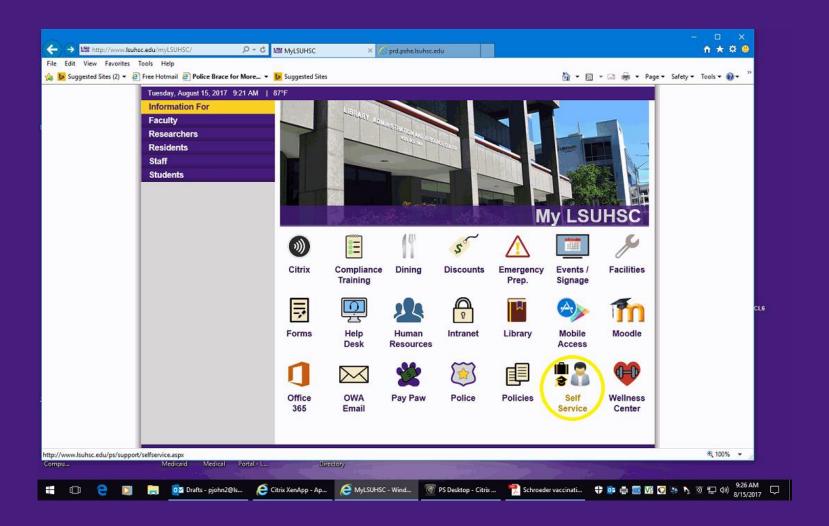
Lauren Davis, MD, Director
Phyllis Johnston, Student Health
Coordinator

Accessing Your Health Record

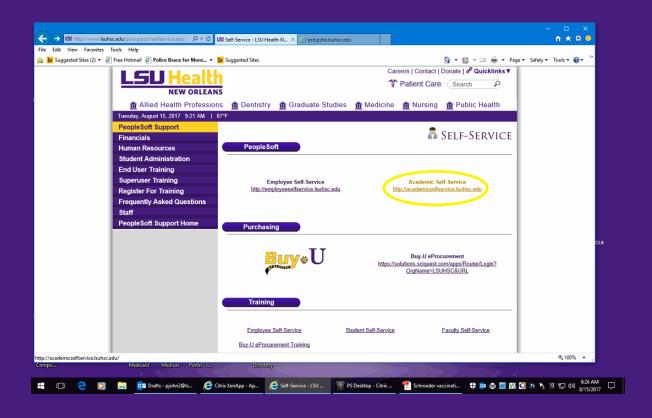
1. Go to the Isuhsc.edu website and click on myLSUHSC



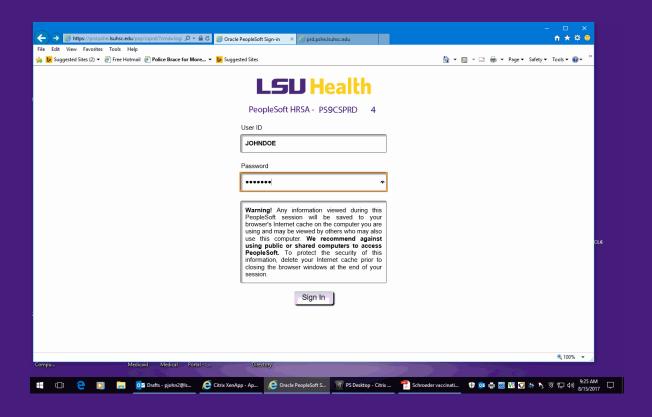
2. Click on Self Service



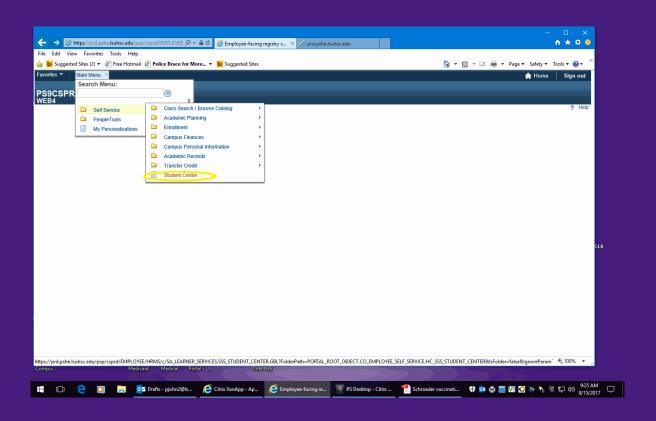
3. Click on Academic Self-Service



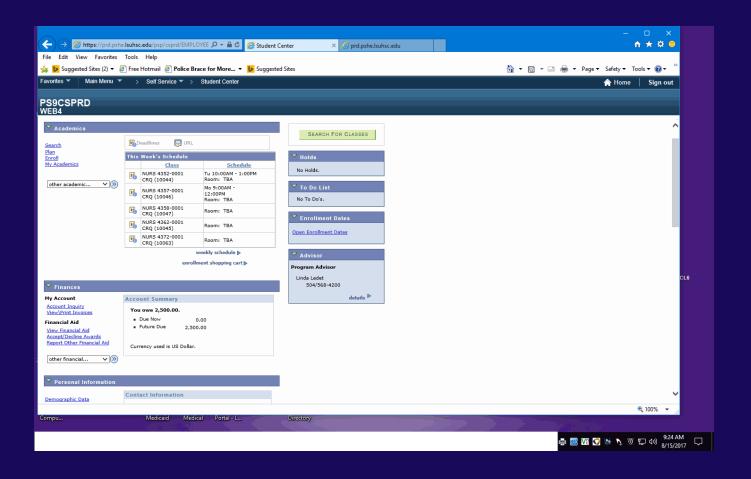
4. Input your LSUHSC username and password



5. Go to Main Menu-->Self-Service-->Student Center



6. Scroll down and click on "health record" in the lower left-hand corner



Health Blocks

- It is your responsibility to maintain an up-todate health record
- 30 day reminder emails warn of upcoming health blocks (they DO NOT mean that you have a block yet)
- Health blocks prevent you from registering for classes

Contact Us

Turn in records and forms for signature to:
 Student Health Services Office
 Mrs. Phyllis Johnston
 Student Health Coordinator
 2020 Gravier St., 7th Floor, Rm 789
 Hours: 8:00 a.m. to 4:30 p.m.
 (504) 525-4839

Email: studenthealthstaff@lsuhsc.edu or pjohn2@lsuhsc.edu

Fax: (504) 777-2922

LSUHSC Campus Assistance Program

CAP Services

Stress & Depression Screening

APRIL (Academic Performance Resources in LSUHSC-NO)

Peer Advocate Liaison Program
Policies of Interest to Students
LSUHSC Drug Testing Program
Campus SaVE / Title IX



Auxiliary Enterprises

Parking Services, Dining Services,
Student Housing, Bookstore,
Campus Printing & Pay Paw Card,
Wellness Center,
Campus Technology & Supply Store



Parking Services – 1 of 2

- Registration Requirements
- Fees gate card fee for first time parkers \$25
 Commuter Fee effective for:
 Fall semester lot fee \$125, Student Housing lot \$155
 Spring semester lot fee \$80, Student Housing lot \$95
 Summer semester lot fee \$45, Student Housing lot \$55
- Parking rules and regulations
- Online parking information: http://www.lsuhsc.edu/administration/ae/parking.aspx
- Follow us on Twitter @LSUHSCN_Parking
- Information: 568-4884



Online Parking Portal

- https://lsuhscnolaparking.t2hosted.com/Account/Portal
- Affiliated Login with your University login ID and Password
- Under Permits drop down, select Get Permits
- Select your permit option and vehicle information
- If you have added parking fees on your Optional Fee Form submitted to the Bursar then select Bursar Student Fees as payment method before selecting Pay Now. Otherwise you may pay by credit card. (Please do not pay by credit card if you added the fees to your student fee bill account).
- Please review the parking regulations (summary on last page).

Parking Services – 2 of 2





Dining Services

- Cafeteria Located on the 3rd floor of the Medical Education Building. Hours: Monday – Friday, 7:00 am – 10:00 am Breakfast, 11:00 am to 1:30 pm Lunch.
- Coffee Kiosk Located outside Library, RCB 3rd floor. Hours: Monday – Friday, 7:00 am – 2:00 pm (subject to change in the future).
- Vending Machines
- Like us on Facebook under LSUHSC New Orleans Tiger Den Café. Follow us on Twitter @LSUHSCTIGERDEN
- We welcome any comments or suggestions to be made via the comments link under Dining Services on the LSUHSC website.

Student Housing

- Residence Hall
- To begin housing application process, submit application located here:
 - http://www.lsuhsc.edu/administration/ae/housingapp.aspx
- Questions: <u>aehousing@lsuhsc.edu</u> or 568-2289



Bookstore

- Resource Center Building, 2nd floor Open: Weekdays from 9am-4pm
- Books, Supplies, Instruments, Snacks and Drinks
- LSU/LSUHSC merchandise and gifts
- Lab Coats and Scrubs
- Questions: 568-2504 / aehsb@lsuhsc.edu
- https://www.lsuhsc.edu/administration/ae/hsb.aspx

Campus Printing/Pay Paw Card

- Printing around campus: Allied Health / Nursing Building, MEB, Library (including color printing) - can be charged to Pay Paw Card
- Debit card service using your LSUHSC ID
- Add funds in Bookstore, online or VTS machine located in the downtown campus Library.
- On campus use: Bookstore, Dining Services, Coffee Kiosk, vending machines and campus printing
- For more information on Pay Paw visit the website below

www.lsuhsc.edu/administration/ae/paypaw.aspx

Campus Technology & Supply Store

- Computer Service: Repair of all computers (Authorized Repair Center for Dell and HP) and peripheral equipment. Data recovery services. 1901 Perdido (Medical Education Building), Room 4221 • aetech@lsuhsc.edu • 568-4456
- Computer Sales: Cat6 cables, flash drives, software, backup batteries, keyboards, surge protectors, and mice – among other computer related items. 1901 Perdido (Medical Education Building), Room 2200 • aectss@lsuhsc.edu • 568-4447
- Duplicating Services: Poster printing; copying including onto dissertation/thesis paper; ancillary services like binding, laminating, cutting, etc. 1901 Perdido (Medical Education Building), Room 2200
 aegraphics@lsuhsc.edu
 568-2565
- Open 8 am until 4 pm weekdays

Auxililary Enterprises Locations



LSUHSC WELLNESS CENTER

Hours of Operation

Monday-Friday 7:00 am- 6:00 pm

Saturday and Sunday Closed

Stanislaus Hall 3rd and 4th floor 450-A South Claiborne Ave



Phone: 504-568-3700 Fax: 504-568-3720

Amenities

- -Cardiovascular Equipment
- -Selectorized Equipment
- -Free weight Equipment
- -Multipurpose Room
- -Lounge Area
- -Free Fitness Assessments and Exercise Orientations-
- * By appointment only.
- -Lounge Area
- -Locker Rooms with Showers and Saunas





CARDIOVASCULAR EQUIPMENT

Precor AMT

Precor Ellipticals

Precor Treadmills

Concept II Rowers

Indoor Cycling Bikes

Recumbent and Upright bikes







SELECTORIZED ROOM



Circuit Training Area

Dumbbells

Kettlebells

Bosu Balls

Bosu Balance Trainers

Medicine Balls

Machines





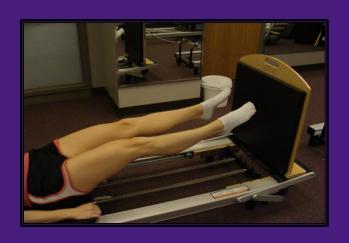
FREE WEIGHT ROOM



- -Benches
- -Leg Press
- -Prone Leg Curl
- -Various Dumbbells and Plates
- -Power Rack



PILATES REFORMER



- -Sign up required Coming Soon
- -Mat exercises using Reformer machines.
- -Great for flexibility and core
- -Rehabilitative properties



LOUNGE AREA

-Wireless Internet

-Flat Panel LDC- HDTV





-Locker Rooms with Showers and Saunas



SERVICES

Fitness Assessments

Weekly Group Exercise Classes

Exercise Orientations

Appointments are required for fitness assessments and exercise orientations. Email Nijel Baron – nbaron@lsuhsc.edu





The Campus Federal Difference

At Campus Federal, we strive to make a difference in our members' lives and provide more than financial services. Where family, community, LSU and Louisiana culture run deep. Your association with the **School of Allied Health** makes you eligible to experience the Campus Federal difference and our many benefits.





Products and Services

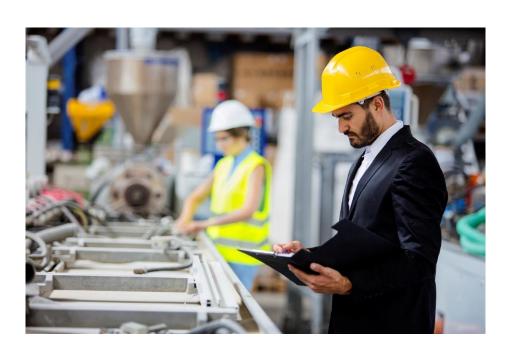
- ✓ Checking & Savings Accounts
 Young Adult Checking
 Lagniappe
- ✓ Mastercard[©] Prestige & Rewards
- ✓ Loans

 Mortgages

 Home Improvement

 Auto, RV, and Boat

 Signature
- ✓ Co-Op Shared Branches



Louisiana's Top Business Credit Union

- ✓ Checking Accounts
- ✓ Savings Accounts
- ✓ Loans

Real Estate

Practice

Equipment

Merchant Services

We are here for you with 24/7 access to secure Online and Mobile Banking and our newly expanded video teller hours for our Campus Connect[™] Interactive Teller Machines (ITMs) to serve you when you need us most, wherever your financial journey takes you.



24/7 Access to Secure Digital Banking

- ✓ Online and Mobile Banking
- ✓ Bill Pay
- ✓ Campus ClickSM Mobile Deposit
- Mobile Wallet
- ✓ Account Transfers

CampusFederal.org





Free Online Financial Education Tool

- ✓ Managing Your Spending
- ✓ How to Improve Your Credit
- ✓ Paying for Student Loans/Paying for Education

CampusFederal.org



Convenient Locations

- ✓ Resource Branch
 433 Bolivar Street, 2nd floor
- ✓ BioDistrict Branch

2200 Tulane Avenue

- ✓ Drive-Thru Campus Connect Interactive Teller Machines ITM/ATMs
- ✓ Allpoint Network



Expanded access to cash at 55,000 ATMs in premier retailer locations like Target, CostCo, Walgreens, CVS & more

CampusFederal.org





William Joseph
Chief of Police



Identification Card

- Your ID should be visibly displayed.
- Helps University Police to quickly identify who belongs on Campus.
- If your ID is lost/stolen replace it immediately.
- Allows access to buildings, walkways and wellness center.
- If you find an ID card turn it into University Police.
- DO NOT allow anyone to piggyback with you



Campus Access

- The campus is open to the public Monday Friday
 7:00am 6:00pm.
- All students, faculty, and staff have 24-hour access to buildings with LSUHSC-NO ID card, through designated entrances.
- Use of Surveillance Cameras UPD uses a series of cameras to monitor LSUHSC-NO parking lots, garages, the Walkway to Wellness, and all buildings.



Campus Crime Prevention Guide

If you

SEE

something

SAY

something

Report anything suspicious to University Police 568-8999

Now your phone is even smarter.

With uTip

It's a crime fighter!

Report suspicious activity or summon help fast, quietly & safely.

- Text 79516
- Start your message with LSUHSC

Your text alerts University Police

Learn more at http://www.lsuhsc.edu/alerts

Reporting Crimes or Emergencies

ON CAMPUS

• If you are in an emergency situation, the victim of a crime, or witness any criminal activity or suspicious behavior, you are urged to notify University Police at 504-568-8999.

uTIP

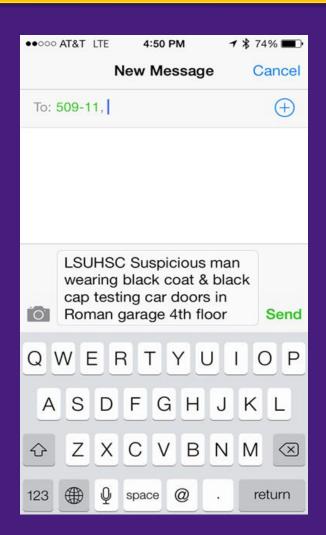
 University Police can be notified by using cellular devices. By using this service normal text message rates through your cellular provider will apply.



To Send a Tip

Text 79516 and begin your message with LSUHSC followed by a space

- University Police will not be notified if your text does not begin with LSUHSC followed by a space
- You will receive a text to notify you that the text has been received by uTip



We've got your back...

LSU Shield connects you directly to us in emergency and non-emergency situations

Saves time...

Enables easy access to campus resources and services as well

Doesn't cost a thing...

Absolutely FREE to download and use



When the **Emergency** feature is used, campus police is called

Your location will be shared only when using the **Emergency** feature, or when you allow access to your location while using other features

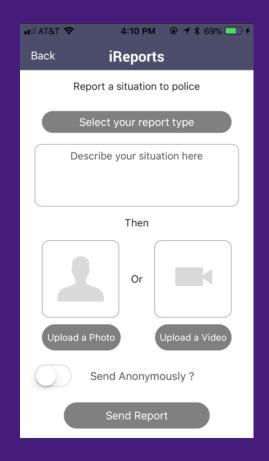
You are NOT being tracked at all times



iReports enables you to send text, photo and video tips of non-emergencies to campus police

Use **iReports** to share crime tips, service needs or suspicious activity

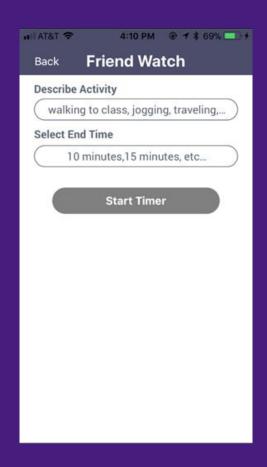
iReports can be used anonymously



Friend Watch enables you and your friends to watch out for each other

With **Friend Watch**, enter the activity and end time to begin a countdown... enter your passcode before 0:00 or Safety Check contacts are notified

Use **Friend Watch** while walking to / from your car, social functions, class, etc.



Emergency Response Plans enable you to quickly call up information about how you should respond to an emergency.

The **Emergency Response**button takes you to plans for
different types of emergencies.



The **Services** button takes you to icons for campus maps and the UMC shuttle schedule.





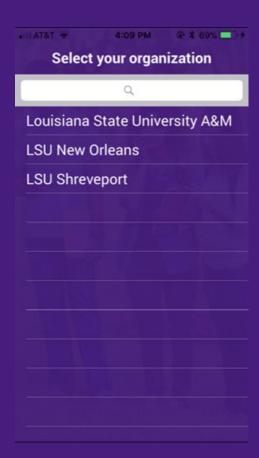




After you download the app, swipe to start program your personal settings.



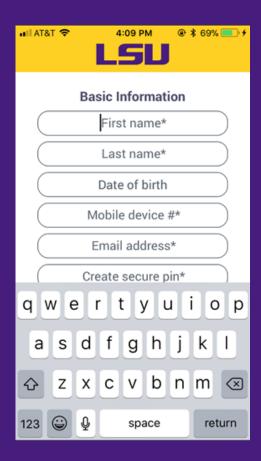
Select **LSU New Orleans** as your organization.



Select **your group** and continue



Complete your **Basic**Information. You will then have the option to add more information. Add as much or as little as you would like.



The **LSU Shield** app is one of the free safety tools the university offers to put safety at your fingertips and allow you to get help quickly.

The LSU Shield app works best with access to your location allowed and WiFi on.



Report Emergency

iReport

Users may submit non-emergency reports to LSUHSC-NO Police:
Suspicious Person, Theft, Drug use, concerning behavior, vandalism and other inquiries.





What to Do

 Helpful information is located here to assist users with response procedures for various incident types.



LSU Health Sciences Website

From the LSUHSC-NO website at wy click on the police icon located at the bottom of the homepage under "Events and Campus Resources" to find more information, phone numbers, and other important information regarding University Police.



Rape Aggression Defense (R.A.D)

- University Police conducts R.A.D classes geared to female faculty, staff, and students.
- Each student will be provided with a workbook/reference manual. Please call 568-2156 or 568-8270 for more information.
- Sexual Assault is any type of sexual conduct or behavior that occurs without the explicit consent of the recipient.
- If the assault occurred on campus, call the LSUH-NO police department at 568-8999. If the assault occurred off campus, call the New Orleans Police Department by dialing 911, or the Rape Crisis Center at 504-482-9922.



Tips for a Safer Workplace

- Never leave anything of value unattended and unsecured (i.e. laptops, purse/wallet, cell phone, important documents).
 If you leave your office or work space, be sure to lock up belongings or put them in a secure place until you return.
- If you notice any suspicious persons or vehicles notify University Police immediately by calling (504) 568-8999.



Active Shooter

Active Shooter

For Students	For Faculty & Staff
 Shots Fired - Student Video Captioned Version Shots Fired - Student pdf Shots Fired - Student powerpoint 	• <u>Shots Fired</u> Video o <u>Captioned</u> Version

- For more Active Shooter information please refer to LSUHSC-NO website the LSUHSC-NO website at www.lsuhsc.edu/click on the Campus Police icon, then click on Active Shooter.
- We encourage you to review videos and trainings available to students and faculty.
- Use your LSU user ID and password to access trainings.

Welcome aboard!

On behalf of The University Police
 Department and Chief William Joseph

QUESTIONS AND ANSWERS



Environmental Health and Safety Emergency Preparedness

Student Orientation



EH&S Training

 Safety and Emergency Response training is provided to all new faculty, students, and staff via the on-line Knowledge Delivery System.

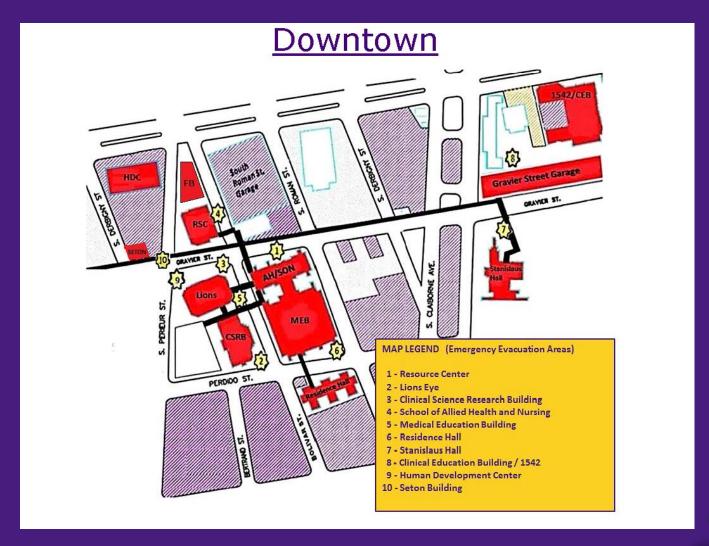
 Some highlights from the Emergency Response training are provided on the following slides.



Emergency Preparedness

- Hurricanes
 - Have a personal evacuation plan
 - Vacate campus six hours prior to closure
 - If the University is closed, await official notification that the University has opened before returning to campus.
- Understand Shelter in Place vs. Evacuate.
 Evacuation areas for Downtown Campus buildings shown on the next slide.

Emergency Evacuation Areas

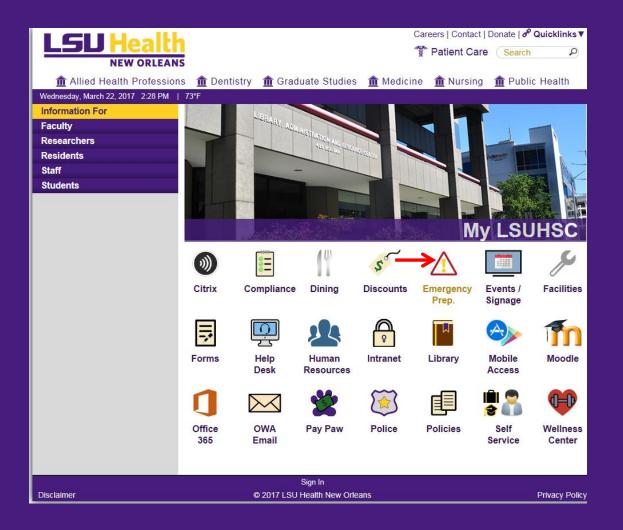


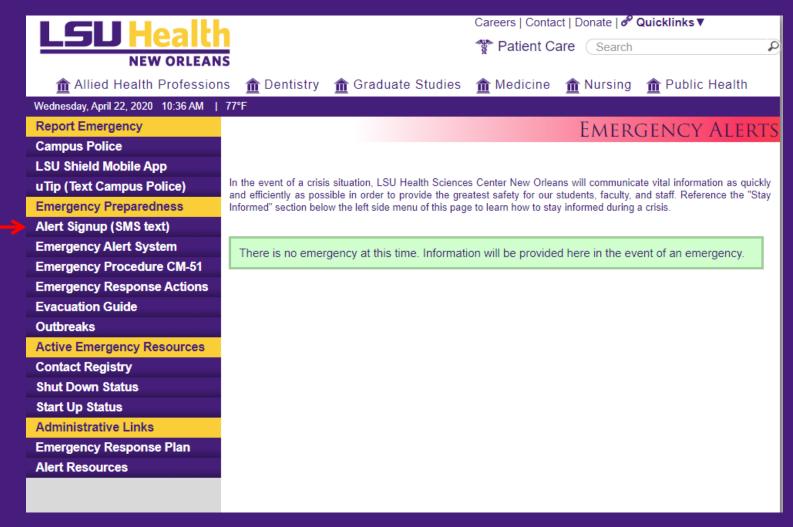


- Alert notifications related to dangerous or threatening situations or conditions.
- Used in conjunction with digital signs, phone trees and email.
- Encouraged but not mandatory. You must opt in to receive alerts.
- The following slides show how to navigate to the Omnialert sign-up page.







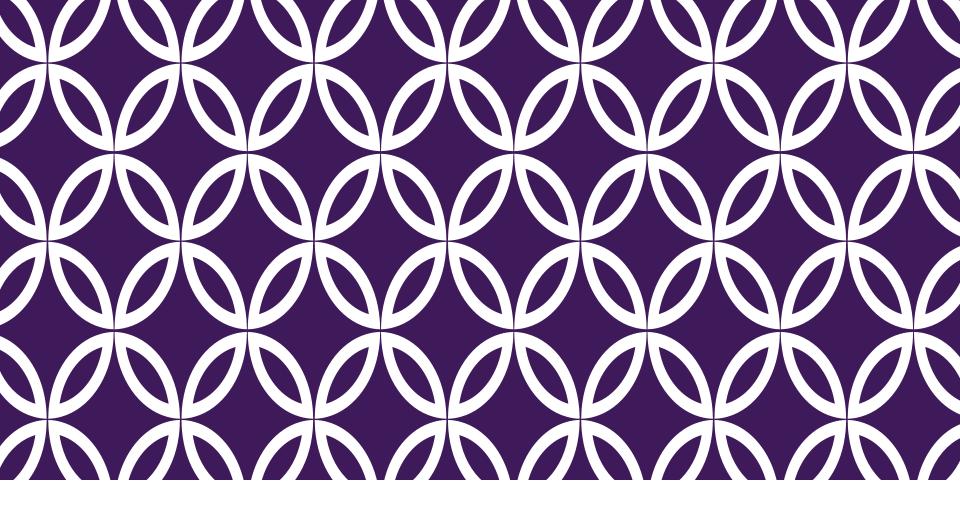






LSU Health NEW ORLEANS		
Louisiana State University Health Sciences Center		
LSU Health New Orleans Alerts		
Login or sign-up for alerts from LSU Health New Orleans		
username		
password		
Login		
Forgot username?	Forgot password?	





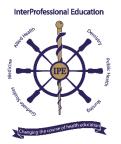
INTERPROFESSIONAL EDUCATION AT LSUHSC-NEW ORLEANS

Office of Interprofessional Education & Collaborative Practice (CIPECP)

INTERPROFESSIONAL EDUCATION (IPE)

"When students from two or more professions learn from, about and with each other" (WHO, 2010)

IPE is a national and international movement in health education



INTERPROFESSIONAL EDUCATION (IPE)

Centralized office

- Center for Interprofessional Education and Collaborative Practice (CIPECP)
 - Director Dr. Tina Gunaldo
 - Coordinator Mina Hogan
 - 6 Faculty representing each School
 - Allied Health Professions Dr. John Zamjahn
 - Medicine Dr. Shane Sanne
 - Graduate Studies Dr. Scott Edwards
 - Nursing Colette Baudoin
 - Dentistry Heather Allen
 - Public Health Dr. Susanne Straif-Bourgeois

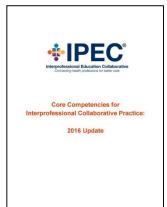




INTERPROFESSIONAL EDUCATION COLLABORATIVE (IPEC)







4 National Competencies:

- Values/Ethics for Interprofessional Practice
- Roles/Responsibilities
- Interprofessional Communication
- Teams and Teamwork



INTERPROFESSIONAL EDUCATION (IPE)

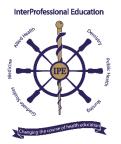
Settings: classroom, laboratory, high-fidelity simulation labs, clinical environments, community-based environments

Small-scale experiences: occurs within 2-3 programs

Large-scale experience: 2 year longitudinal IPE experience for 1st and 2nd year students. 60 student groups meet 6 times a year on 1 Monday a month from 4:00-4:50pm (1st year students) or 5:10-6:00pm (2nd year students) on the downtown campus.

 Team Up is embedded within a required course in all curricula and there is a required orientation





LEARN MORE AND GET INVOLVED

Website: LSUHSC Homepage

My LSUHSC

Students

Interprofessional Education





LSU Center for Interprofessional Education and Collaborative Practice



INTERPROFESSIONAL STUDENT ALLIANCE (IPSA)

Contact via email at ipsa@lsuhsc.edu.

- Student-run organization
- Formal organizational structure with a board of directors

2021-2022 IPSA Board Officers:

Allied Health – Emily Jones (Workshops)

Dentistry - Marco Gargano (Finance and Grants)

Graduate Studies – Nathan Sharfman (President)

Graduate Studies – Daniyell Thompson (Program Evaluation)

Medicine – Kelly Chau (Senior Project Liaison)

Public Health – Caitlin Sullivan (Awards)

Vacant – (Communication and Outreach)

- Engage in community projects which promote health
- 7 IPSA Community Projects within the greater New Orleans area
- Leadership experience opportunities, volunteer hours, resume booster
- 2 IPSA Awards (recognized during pre-commencement ceremonies and recipient of a graduation cord)



STUDENTS FOR SUSTAINABILITY

Fall 2021 - Spring 2022

Student Leader
Hannah Kramer
(hkram1@lsuhsc.edu)

Faculty Advisor

Dr. Donna Williams, MPH, DrPH (dwilli3@lsuhsc.edu)



What We Do

SUSTAINABILITY FOR LSUHSC CAMPUS

The mission of Students for Sustainability (SFS) is to promote awareness of environmental issues, and to initiate and maintain student-run projects that create a more environmentally-conscious campus and surrounding community.

Projects include styrofoam reduction in Tiger's Den Café, campus recycling, and SPH Food Pantry.

RAISED ROOT STUDENT GARDEN

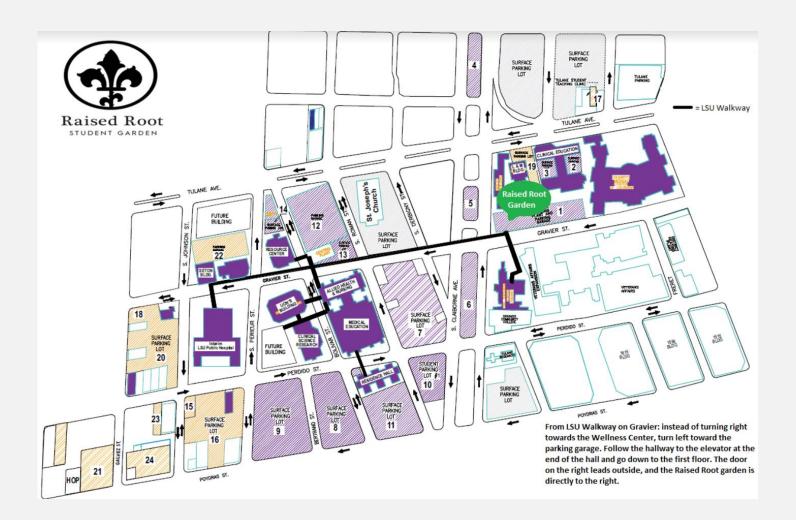
The "Raised Root" Student Garden is a dedicated greenspace in downtown New Orleans where LSUHSC students, faculty, and staff can learn about growing food.

Great techniques to create delicious, fresh, and healthy food



Participants watch as fresh food is prepared in the garden.







Interprofessional Collaboration



BIG PICTURE

A team-based, patientcentered approach which delivers the highest quality of care resulting in improved health outcomes



Information Technology

Ken Boe

Assistant Vice Chancellor for
Information Technology



LSUHSC New Orleans IT Organization

PC and LAN Supporters

- Provide IT services that are specific to the school or division.
- School of Allied Health Professions
- School of Dentistry
- School of Medicine
- ool of ursing
- f Get to know the

≤Graduate

Support Team!!!

Central IT

- Provides IT services that are used by everyone.
- Examples include
- Firewall and VPN
- User Accounts
- Web and Email
- AV & Videoconferencing
- Network



IT Security Policy

CM 42 – IT Infrastructure Acceptable Use protect it.

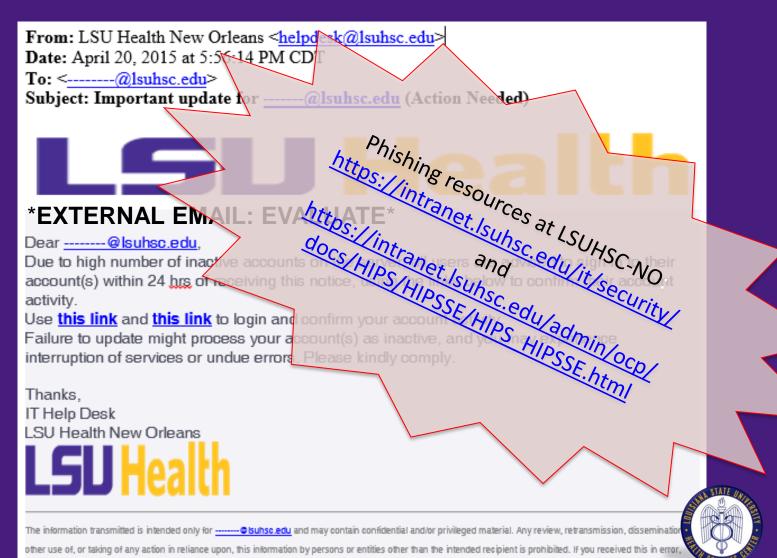
- Do not share your user ID and password, EVER!
 There are some people who will take advantage of an unlocked system.
- Log off or lock any computer when you leave the area
- Do not install software in violation of licensing terms
- Do not waste LSUHSC IT resources (games, audio or video streaming, personal shopping, etc.)
- Do not respond to phishing emails

As both medical and academic, we are doubly targeted.



Seems Obvious

Phishing Emails are Evolving



please contact the sender and delete the material from any computer.

Phishing Example



Thu 7/7/2016 6:44 AM

Isuhsc.edu: Email alert

Dear Email User

Be aware of generic addresses to an individual. LSUHSC-NO knows who you are and will use your name.

Your Isuhsc.edu Account has Exceeded its Limit and Needs Verification. if not Verified within 24 hours, your Account with us will be Suspended.

Click the Below Link to Verify your En.

at Now

Click here to Update

The phishers want you to be worried. They want you to click the link without considering whether it is legitimate. LSUHSC will not ask this question.

Than you.

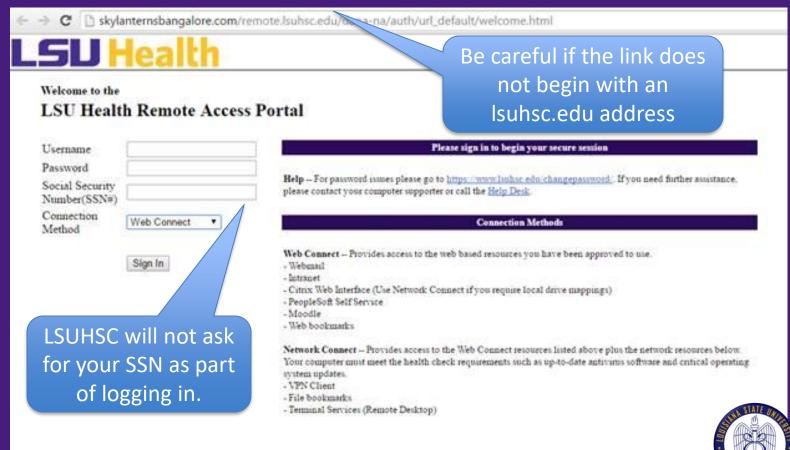
Be aware of the links, they may take you to a page that looks familiar like an Office 365 login or the VPN login. The next slide contains a real example.



Beware the Links in Email

The below page was on the Internet at one time and was used to fool people into giving away their LSUHSC credentials.

• skylanternsbangalore.com/remote.lsuhsc.edu/dana-na/...



Use Links Known to be Safe

When the previous slide's page was on the Internet the only differences were the link and the SSN entry text box. https://remote.lsuhsc.edu

https://remote.lsuhsc.edu/dana 🎾 🔻 🖺 🖒 🔛 LSU Health Remote Access ... × Welcome to the LSU Health Remote Access Portal Please sign in to begin your secure session Username Password Help -- For password issues please go to https://www.lsuhsc.edu/changepassword/. If you need Connection further assistance, please contact your computer supporter or call the Help Desk. Network Connect ∨ Method Connection Methods Sign In Web Connect -- Provides access to the web based resources you have been approved to use. - Webmail - Intranet - Citrix Web Interface (Use Network Connect if you require local drive mappings) - PeopleSoft Self Service - Moodle Web bookmarks Network Connect -- Provides access to the Web Connect resources listed above plus the network resources below. Your computer must meet the health check requirements such as upto-date antivirus software and critical operating system updates. - VPN Client - File bookmarks - Terminal Services (Remote Desktop)



Additional Threats

Make sure that you back up your files or store them on LSUHSC servers that are backed up

- CryptoWall/WannaCry/Petya
 - Encrypts files and demands a ransom to provide decrypt key
- Point of Sale System Attacks
 - Target, P.F. Chang's, etc.
 - Be conscious of where credit and debit cards are used (especially debit cards, because these take money directly from your account)



Data Protection & Security

- Protecting the Confidentiality, Integrity, and Availability (CIA) of LSUHSC data is of the utmost importance.
 - Personnel data
 - Student data
 - Research data
 - Patient data
- Carefully consider when an email is from an external source before taking actions such as:
 - Replying
 - Clicking links
 - Opening attachments
- Security is everyone's job



All of our jobs



School of Allied Health Professions New Student IT Orientation

Steve Hubbard Quang Tran Johnny Huynh

Office Locations: SAHP/Nursing Bldg., Room 6A14 and 6A21; HDC Bldg., Room 228

Hours: 8:00AM – 5:00PM, Monday - Friday

http://alliedhealth.lsuhsc.edu



A Few Ways We Can Help

FOR SUPPORT, PLEASE SEND AN EMAIL TO: AHNOPCSUPPORT@LSUHSC.EDU

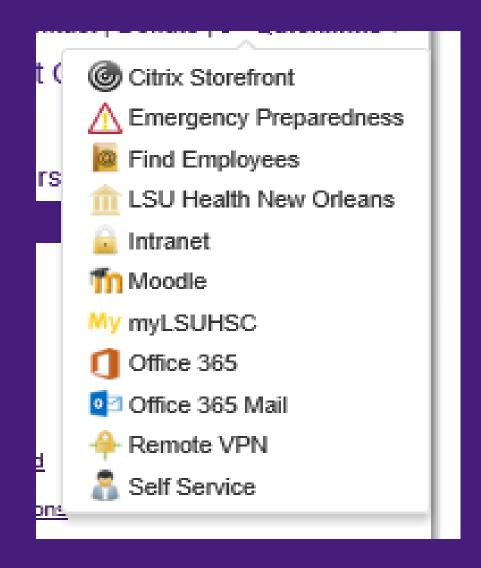
- Assist with personal account issues
- Assist with network connectivity issues
- Application setup (Citrix, Email on Mobile Device, etc.)
- Clean infected computers
- Tune-up computers
- Print posters
- Present at all electronic exams



Quicklinks appears on every page



Quicklinksexpanded

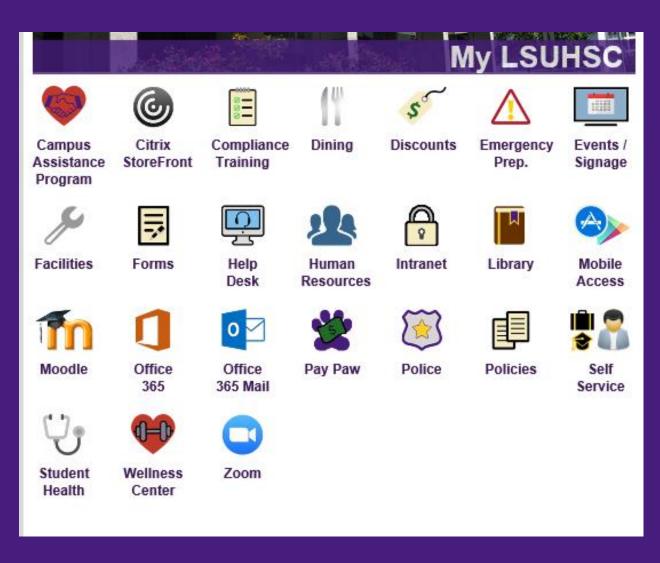


MyLSUHSC

(appears on LSUHSC main page only)



MyLSUHSC expanded



ALLIED HEALTH COMPUTER SUPPORT WEB PAGE http://alliedhealth.lsuhsc.edu/Admin/ComputerSupport.aspx

Administration		
Administration Home	Computer Support	
Administrative Council		
Organizational Chart		
Room Reservation Request	Steve Hubbard, IT Analyst 4 Email: shubba@lsuhsc.edu	Password Policy
Departments	Phone: (504) 568-4422	Change Password
Office of the Dean	Fax: (504) 568-4249	Wireless Instructions
Academic Affairs	Office: Rm. 6A14 in the Nursing/Allied Health Building	Setting up your mobile devices
Student Affairs	Johnny Huynh, IT Analyst 2 Email: jhuyn1@tsuhso.edu Phone: (504) 556-3410 Office: Room 228 in the HDC Building Quang Tran, IT Analyst 3 Email: gtran3@tsuhso.edu Phone: (504) 568-5514 Fax: (504) 568-4249 Office: Rm. 6A14 in the Nursing/Allied Health Building Jonathan Populis, Student Worker Email: jpopul@tsuhso.edu Phone: (504) 568-5514 Fax: (504) 568-4249 Office: Rm. 6A14 in the Nursing/Allied Health Building	
Computer Support		CoursEval Access Instructions
Faculty Resources		Email Archiving (Archive LSUHSC)
Staff Resources		LSUHSC Remote Access (PC)
School Committees		LSUHSC Remote Access (MAC)
Compliance		Mapping Homeshare for Windows (O; drive)
Student Fundraising Form		
		Mapping Homeshare for MAC (O: drive)
		Mapping P: drive for MAC
		Mapping P: drive for Citrix
		Printing Instructions for PC
	IT Support group email ahnopcsupport@lsuhsc.edu	Printing Instructions for MacOS
	New Orleans Campus Helpdesk: (504) 568-HELP	Moodle Exam Checklist
	Registration Form	IT Orientation
		Frequently Asked Questions
		Moodle Archive (prior to version 2.5)
		Moodle Archive (version 2.5 and above)
		Lockdown browser download
		Turnitin PowerPoint Presentation
		TurningPoint Instructions
		Dell Data Protection
		Zoom Instructions
		Citrix Storefront Instructions
		Office 365 Instructions
		Social Media Policy

Password Policy

LSUHSC Password Policy

- 1. The password must contain characters from three of the four following categories:
 - English upper case letters (A-Z)
 - English lower case letters (a-z)
 - Base 10 digits (0-9)
 - Non-alphanumeric characters: @, #, \$, _
- 2. The first character must be a lower case or an upper case character (a-z, A-Z).
- 3. The password must be no less than 10 characters.
- 4. The password must be different from the previous 14 passwords used.
- 5. The password must be changed at least every 70 days, and will remain valid for 70 days.
- 6. The password cannot be changed more than once in 24 hours.
- 7. The password cannot contain the UserID as a substring.
- The password cannot contain any token from the user's display name field as a substring. A token
 is defined as a string of consecutive letters delimited by any non-letter character. Only entire
 tokens that are at least three characters long are checked; parts of longer tokens are not checked.

Useful Links

Password Creation Tips

http://www.lsuhsc.edu/administration/ocp/password_help_page.aspx

LSUHSC Change Password Application

https://www.lsuhsc.edu/changepassword/

LSUHSC Security Questions

https://intranet.lsuhsc.edu/passwordprotect/



Network Access

(On Campus)

Wireless access throughout all buildings on campus Wireless Network Name: LSUHSC-Secure (Not LSUHSC-Visitor or Eduroam)

Student Computer Labs (Desktop computers with Ethernet connections) & Print Stations

- Located in nearly all department areas of SAHP
 - Room 7B10 for Physical Therapy
 - Room 8A14 for Occupational Therapy
 - Room 9F1 for Communication Disorders
 - Room 10F9 for Clinical Lab Science
 - Room 229 in HDC for Physician Assistant
 - Room 303 in HDC for Clinical Rehab & Counseling

Library (desktop computers)

Located on 3rd floor of Resource Center Building



Network Access (Continued)

(Off Campus)

Citrix Storefront
LSUHSC Remote Access (Web Connect)
LSUHSC Remote Access (Network Connect)



Key Processes/Applications

Personal Homeshare (O: drive)

Pay For Print (On Campus)

One Drive for Business (part of Office 365)



Required Software

Recent Version of Microsoft Office*

- *Microsoft Office 365 Free Download
 - For PC or Mac
 - Login at: https://portal.microsoftonline.com

Antivirus/antimalware software – PC and Mac Respondus Lockdown Browser



Resources

Microsoft Office 365 – Free Download for PC and Mac Login at: https://portal.microsoftonline.com

Respondus Lockdown Browser Download Link on Allied Health Computer Support home page

To change password/unlock account: www.lsuhsc.edu/changepassword

HELP DESK (After hours for account assistance only) 504-568-HELP (4357)

Network Rules of Use

- Be aware of e-mail viruses/hoaxes
- Never email your account password
- Surf responsibly
- No internet radio (Spotify, Songza, Pandora, etc.)
- No Netflix, Hulu, Amazon, etc.
- No mass emailings



Testing Center

- HDC Building room 332
- 92 seats with terminals (virtual environment)
- Noise cancelling earmuffs at each seat
- IT support presence at each exam
- Moodle, web-based, and essay exams



Academic Affairs Dr. Erin Dugan

Technical Standards

<u>Academic Standards</u>

Student Conduct & Professional Behavior

Dress Code

Student Rights & Responsibilities
Student Accommodations

Academic Affairs

Medical Leave
Student Organizations
Awards
Graduation



John P. Isché / Main Library

Resource Center / 3rd Floor



Research & Education reference@lsuhsc.edu



The Library Commons

Resource Center / 3rd Floor



Open 24hrs / 7days for LSUHSC faculty, students and staff



The Library Commons

Resource Center / 3rd Floor





Open 24hrs / 7days for LSUHSC faculty, students and staff



John P. Isché / Main Library

Resource Center / 3rd - 5th Floors



Computers, Copiers, Printers, Scanners

Floor plans / Layout

Group Study Rooms



Ische Library Hours Reduced Hours

Monday – Thursday 8am – 8pm

Friday 8am – 6pm

Saturday 9:30am – 6pm

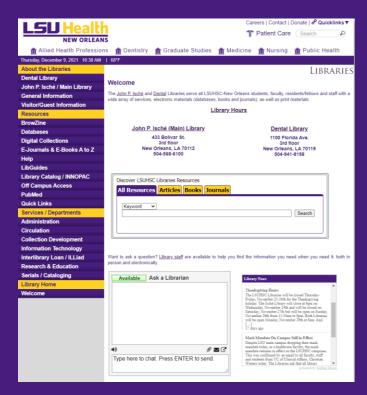
Sunday 11:30am – 8pm



Library's homepage

https://www.lsuhsc.edu/library/

- Bookmark it!
- Everything you need, you can access through this page





Library's homepage

Off – Campus Access



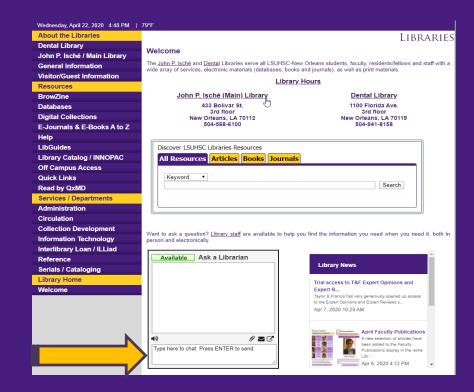


Check Out LibGuide (s) arranged by academic program





Use the Virtual Chat / Ask a Librarian





ANY QUESTIONS?

Research & Education reference@lsuhsc.edu

