



Welcome to Lady Minto Hospital



Table of Contents

About Lady Minto Hospital (LMH)	3
About Island Health	4
Site Map	5
Facility Map	6
Emergency Colour Codes	9
Telephone Directory	11
Food, Groceries & Shopping Around LMH.....	13
Employee Resources	14
Site Teams	15
Newcomers Resources	16
Additional Information & Support	17

About Lady Minto Hospital (LMH)

Lady Minto Hospital, located on Salt Spring Island in the Southern Gulf Islands of British Columbia, serves as a vital acute and community care facility for island residents. Operated by Island Health, it offers a spectrum of services including a 24-hour Emergency Department, acute care with 19 beds (including a palliative care suite), long-term care, obstetrics (via midwives), psychiatry, laboratory services, medical imaging (fluoroscopy, X-ray, ultrasound), pharmacy, physiotherapy, internal medicine and endoscopy, providing comprehensive, on-island healthcare.

Nestled near the heart of Ganges, the hospital is conveniently located within walking distance of local amenities such as grocery stores, schools, recreational facilities and dining establishments, making it both accessible and central to the island community.

The hospital stands on the unceded traditional territories of the Quw'utsun, Malahat, Ts'uubaa-asatx, Halalt, Penelakut, Stz'uminus, and Lyackson Peoples. Island Health recognizes these lands and is committed to reconciliation, fostering partnerships with Indigenous communities, and promoting culturally safe, equitable care for all.

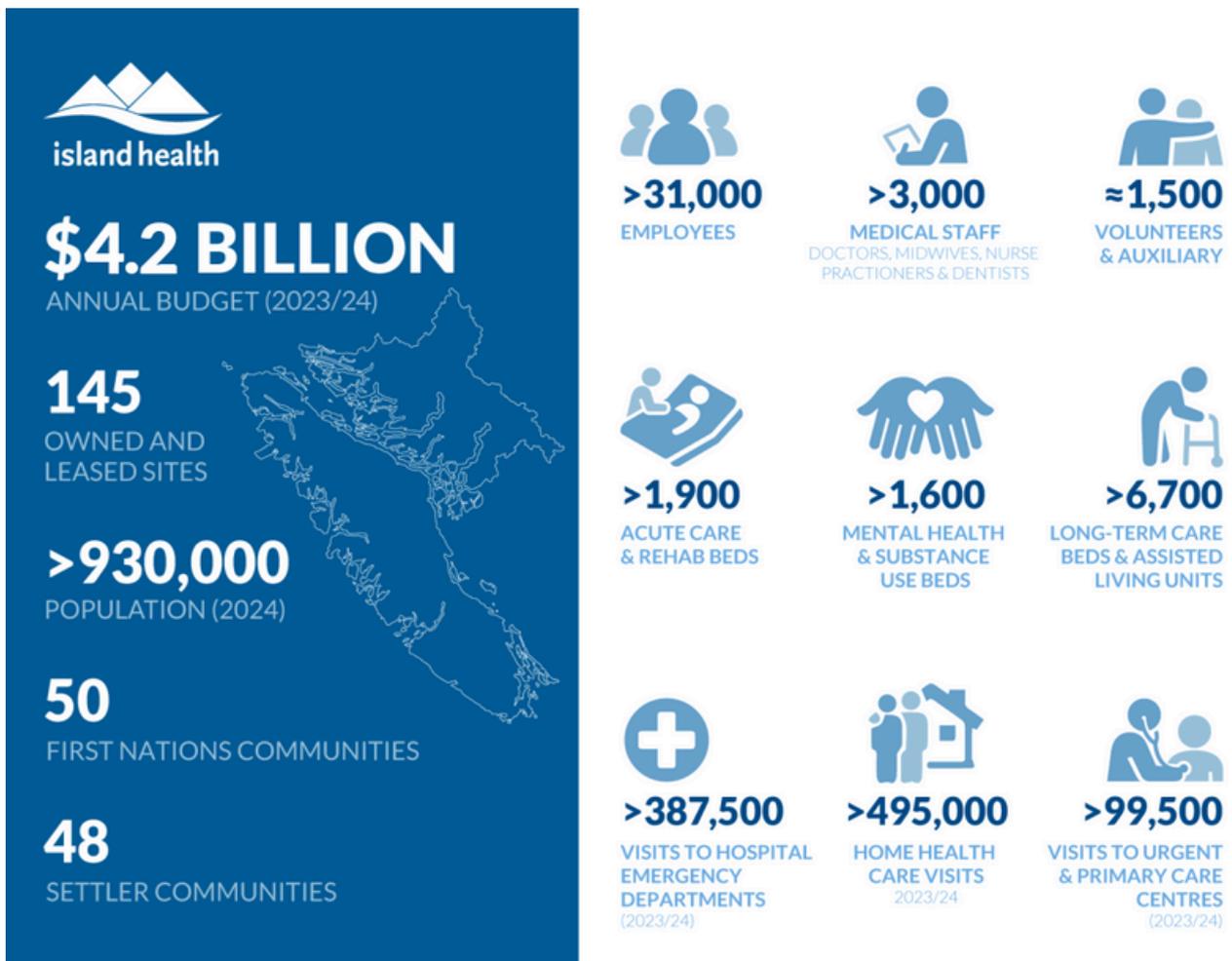


About Island Health

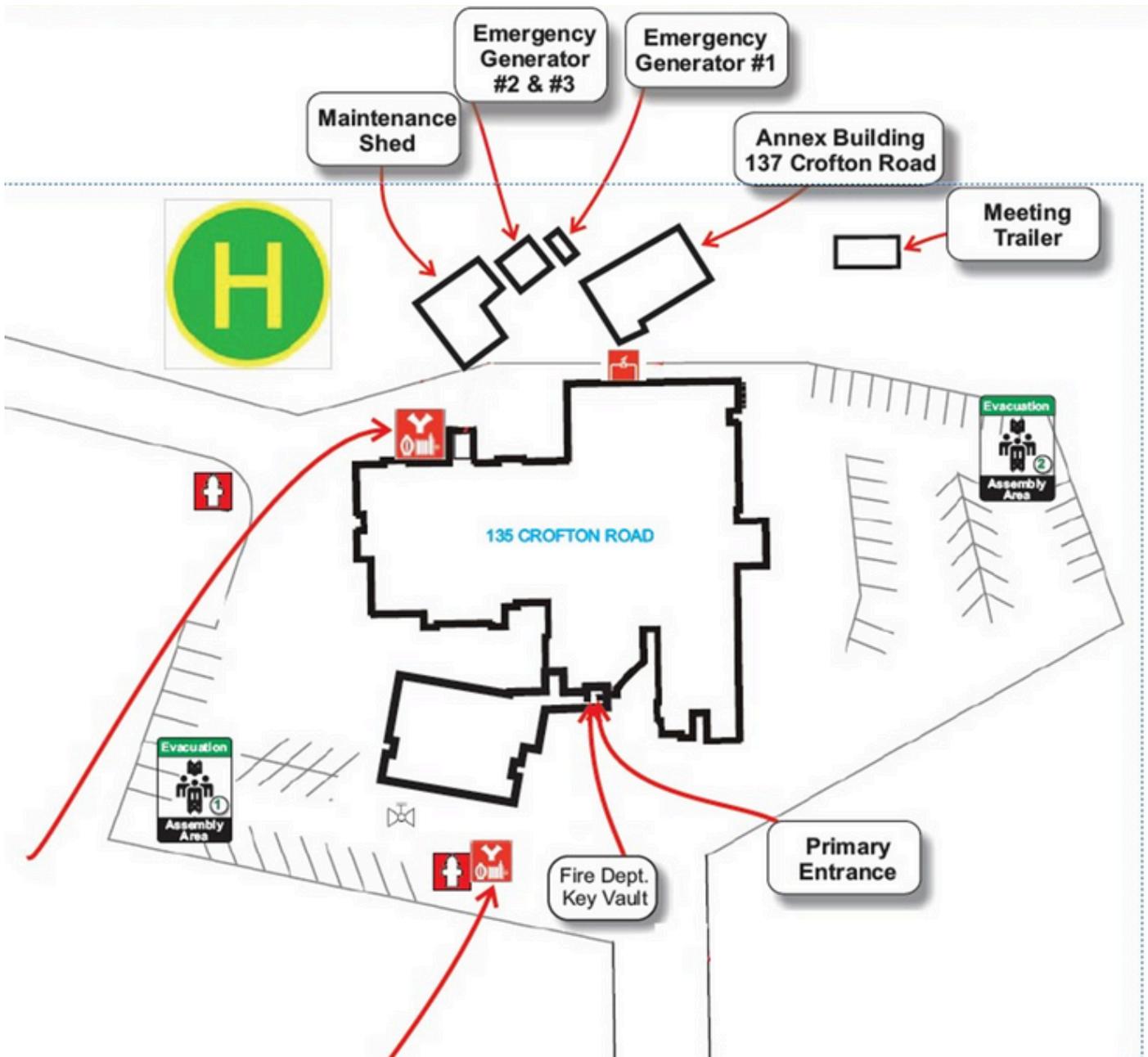
Island Health serves a diverse population across Vancouver Island, surrounding islands, and mainland communities north of Powell River. We provide a comprehensive range of services, including acute care, mental health, community care, and public health. Our dedicated team of healthcare professionals, volunteers, and support organizations is committed to meeting the unique needs of this geographically diverse region.

Guided by our vision of *Excellent health and care for everyone, everywhere, every time*, Island Health emphasizes accountability, transparency, and measurable performance.

Island Health recognizes that Indigenous-specific racism and discrimination exist in B.C.'s health-care system, and we are committed to meaningful change. Guided by the In Plain Sight report, we are working to create culturally safe care and inclusive workplaces. As a new employee, your perspectives and commitment to cultural safety and humility are vital to this work. Together, we can build a more respectful, equitable, and healthy future for the communities we serve.



Site Map



ASSEMBLY AREAS

1. Parking lot - left side of primary entrance
2. Parking lot - right side of primary entrance

PARKING

There is no charge for parking. Please pay attention to spots reserved for Physicians and Community Health Services staff.

Facility Map: Main Level



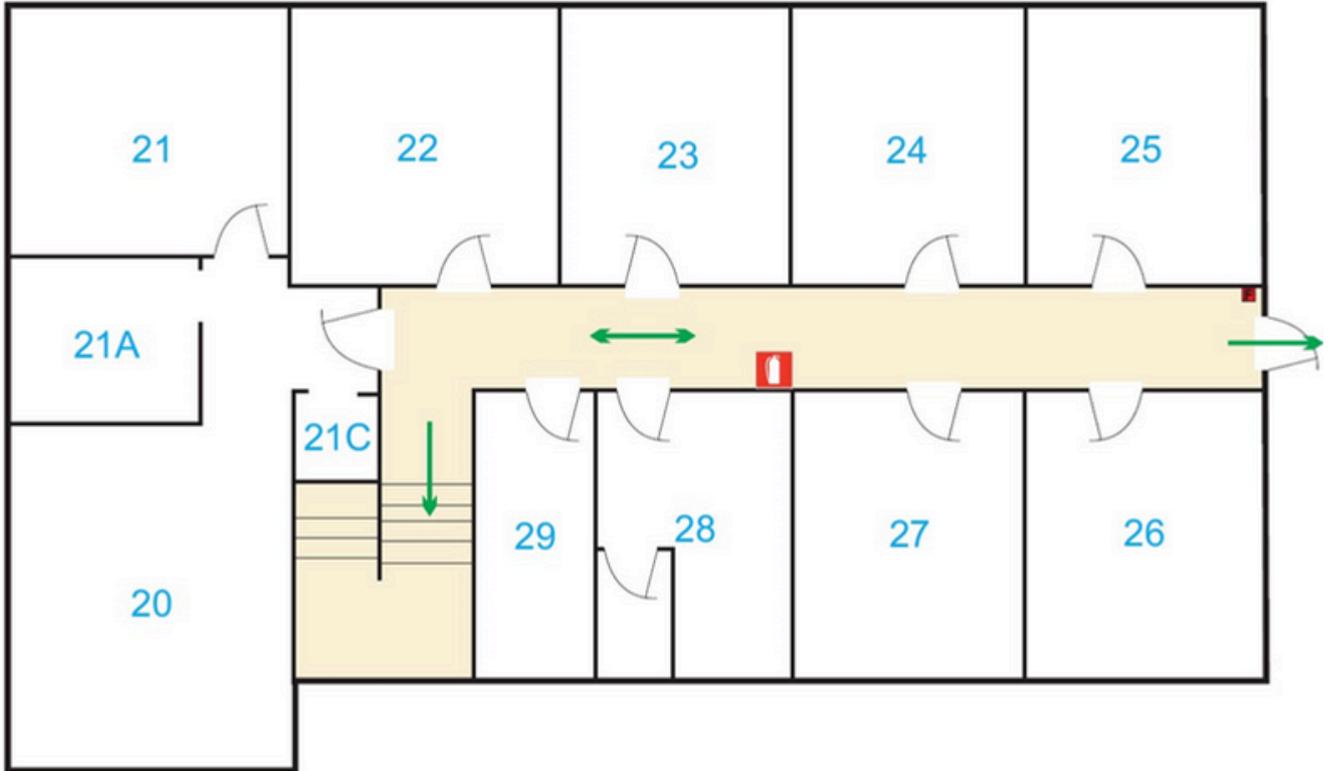
- ACU - Acute Care Unit
- ECU - Extended Care Unit
- EDU - Emergency Department Unit

Facility Map: Basement Level

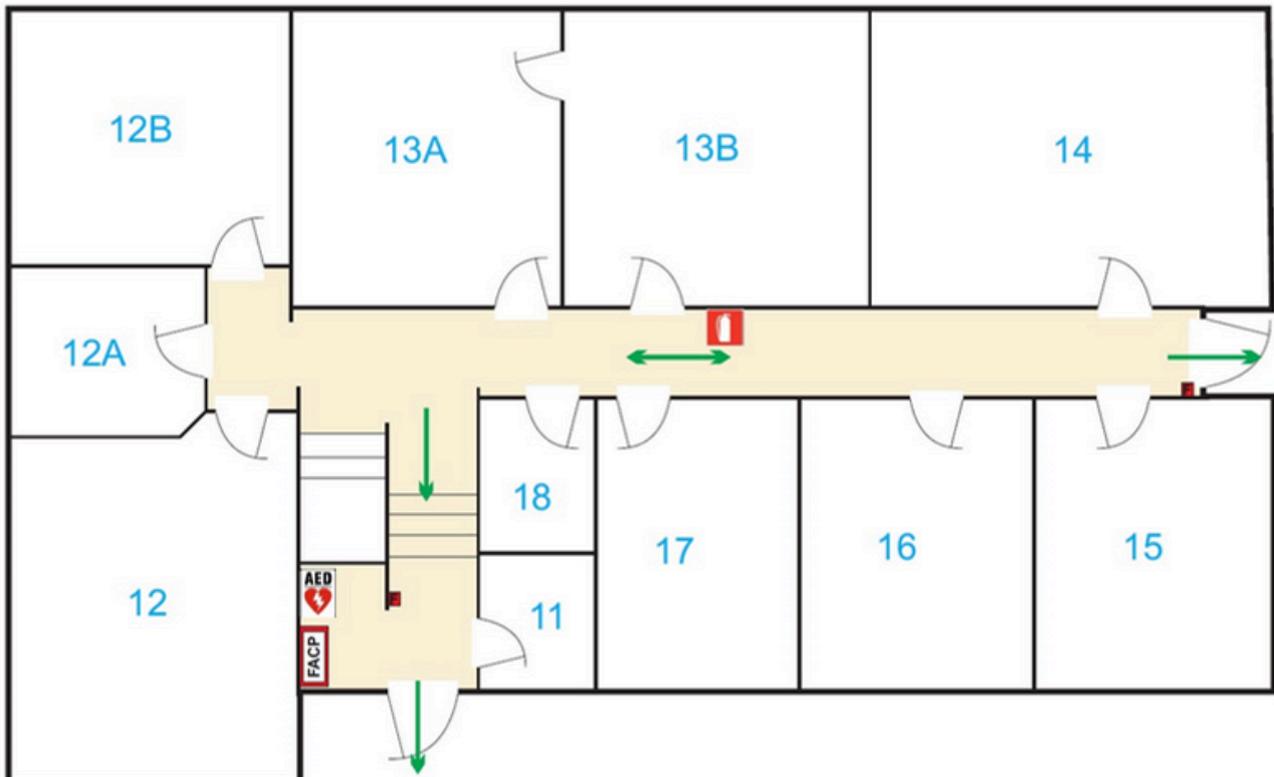


Facility Map: Annex

Main Level



Top Level



Emergency Colour Codes

Codes	Who can activate	Who responds	What to do
 Code Red Fire	Anyone discovering smoke or fire	All staff, Code Red Response Team, Fire Department	Remove people Activate alarm Contain smoke/fire Extinguish/Evacuate
 Code Blue Cardiac Arrest (Adult/Pediatric where applicable)	Anyone who finds a person in an immediate medical emergency	Code Blue Team	Make way for Code Blue Team, give assistance as directed
 Code White Aggression	Anyone who witnesses violent/aggressive behaviour	Code White Team Security	Assist as trained to do so or as directed
 Code Yellow Missing Patient	Charge Nurse, or Designate	All staff	Refer to missing patient/resident description, search area
 Code Green Evacuation	Administrator In-Charge, or Designate	All staff	Prepare to assist with evacuation and/or receive patients in your work area
 Code Orange Mass Casualties Incident	Administrator In-Charge or Designate	All staff	Activate functional area or departmental plan as directed
 Code Black Bomb Threat	Administrator In-Charge or Designate	All staff, Security, Police	Give assistance as directed, conduct a visual search of your area for unusual objects
 Code Brown Hazardous Spill	Supervisor or Designate when spill/leak meets workplace health guidelines	Workplace spill response team fire department (if required)	Keep yourself and others away from spill
 Code Grey System Failure	Administrator In-Charge or Designate	System specialists, FMO	Give assistance as directed, refer to downtime and code procedures
 Code Silver Active Attacker	Anyone who discovers/witnesses/encounters an active attacker	All staff, Police	RUN if there is a safe escape route HIDE if you cannot evacuate FIGHT if your life is in imminent danger

Emergency Colour Codes: Learning Hub Courses

The Learning Hub/Learning Management System (LMS) offers courses on emergency colour codes. You are required to complete two mandatory safety courses: Code Red and Code Orange. Additionally, we encourage you to explore other optional workplace safety courses available on the platform to further enhance your knowledge and preparedness.

Mandatory courses

Code Red - course 11484 (25 min)

Code Orange - course 15556 (15min)

Optional Courses

Code Blue - course 16397 (15 min)

Code Green - course 12047 (20min)

Code Yellow - course 15336 (8min)

Code Black - course 15335 (15min)

Code White - course 15626 (15min)

Code Brown - course 15337 (8min)

Code Grey - course 15338 (8min)

Code Silver - course 29687 (15min)

Telephone Directory

**The auto attendant for all locals:
250-538-4814**

Security / PSO

Security Dispatch 18575

Emergency 222

PSO Office 64894

IMIT 18777

Emergency Department

NUA/triage desk Main Phone 64860

Contact Precaution - Rm 222 64602

Trauma - Rm224 64603

Omnicell - Rm 203C 64604

Clean Supply - Rm 207 64605

Triage Desk - 2nd Phone 64606

Er Nurses Desk 64607

Doctors Er Phone 64609

ER Nurses Desk 2 64610

Staff - Rm 210 64611

Portable phone ER 1 64613

Portable phone ER 2 64614

Leadership

Erin Price-Lindstrom - Site Director 64839

Matthew Martin - ECU&CHS Manager 64866

Ivan Boyadjov - Site Manager 64827

ACU

Leanne Tippett - Liason 64882

IP Social Work - Angela Huser 64890

Unit Clerk 64841

Nursing Station 64840

Portable Phone - ACU 64910

Doctors Lounge 64947

ACU Kitchen 64956

Kitchen Ante-Room 64957

Medication Room 64893

Case Room (Maternity) 64911/64927

Patient Room3 146 A&B/C&D 64933/64943

Patient Room5 149/150 64935/64936

Patient Room7 152/158 64937/64939

Patient Room10 159/161 64940/64941

Palliative care 143 64932

Clinical Nurse Educators

Jenny Repath / Rebecca Humphrey 64906

Clinical Nurse Leads

Emily / Erica / Rhonda 64912

ECU

Matthew Martin - Manager 64866

Katie Stom - Activities 64809

Portable Phone 64920

Ward 64804

Health Records

Lori Teather - Master of Health Records 64806

Records Cage 64944

147 Portable 64810

147 iPad 25787

Community Health Services

Matthew Martin - Manager 64866

Home Support LPN Sup. Diane Fraser 64891

Community Access 32375

Team Clerk - Chloe Kaye 64820

Occupational Therapy 64854

Long Term Nursing 64887

Short Term Nursing 64884

Laboratory

Collections (7:30-1:45) M-F 64930

Main Lab Auto Attendant 64812

Main Lab/Lab Office 64917/64921

Medical Imaging 64838

Maintenance

Geoff Ahlstrom - Office 64850

Maintenance Pager 250-413-3877

Support Services

Alicia Coehlo - Supervisor 64825

Support Services Office 64945

Support Services Kitchen 64815

Support Services Laundry 64919

Stores - Crystal Allen 64916

Midwives 64864

LMH Pharmacy - Main 64801

Heather Paulson - Pharmacist 64835

SPH Pharmacy/Dispensary 27558

Telephone Directory (cnt'd)

Physiotherapy

Emma Hayne - Physiotherapist 64831

Red Cross Equipment Loan 64834

Public Health

Public Health Clerk - Michelle 64938

Public Health RNs 64886/64885/64865 64836

MHSU

Admin Assistant MHSU Lancer Bldg 64918

MHSU RN - Sara Homer 64847

Mental Health- Social Work Cesca 64819

Ultrasound room 007 64987

Dietician 64802

Eye Exam Room 64968

Cafeteria 64915

Endoscopy

Room 1 Supervisor 64908

LMA Main Number 64800

Manager On Call 18000

Overhead Page 792

Admitting Clerks - Angela/Leah 64971

Booking Line 64818

Admin Assistants

Lindsay Gill/Michele Forsyth 64846

FAX Numbers

Admitting 64703

ACU 64823

ECU 64821

Pharmacy 64803

Admin/ Clinincal Co. 64870

Mental Health 64877

Laboratory 64817

Home Care RN 64899

Medical Imaging 64892

Maintenance 64822

Public Health 64708

NEW Emergency Dept. 236-475-1946

Health Records 64807

Midwives 18554921642

Support Services 64833

PTN 1-866-233-2337

Food, Groceries & Shopping Around LMH

NEARBY

- **Restaurants:** Country Roasters Cafe, Dagwood's Diner, Golden Island Restaurant, Uptown Pizza, Moby's Pub, Woodley's Kitchen, Francis Bread, Salt Spring Inn, Tree House Cafe, Barb's Bakery & Bistro, Fishery & Chips, Oystercatcher, Auntie Pesto's, TJ Beans
- **Grocery Shopping:** Country Grocer, Thrifty Foods, Harbour Food Market, Salt Spring Natureworks
- **Pharmacies:** Country Grocer Pharmacy, Pharmasave, Salt Spring Pharmacy, Remedy'sRX
- **Shopping:** Thrift Shop Lady Minto's, Salt Spring Goods, Twang & Pearl, Old Salty, Salt Spring Mercantile, Folk Stock and Trade, Mouat's Clothing, Bohemia Consignment, FIELDS, OMG Boutique, West of the Moon, Choices, The Village Hive



Employee Resources

[Respectful Workplace](#)

Island Health has a Respectful Workplace Policy, which applies equally to all persons associated with Island Health. Visit this page to learn about the program, including services offered and ways of reporting.

[Cultural Safety](#)

Explore resources and training programs designed to help create a culturally safe environment at Island Health.

[Employee & Family Assistance Program \(EFAP\)](#)

Available to all Island Health employees, EFAP provides short-term counselling for personal and work-life challenges, professional consultations on legal, financial, dietary, and family matters, and access to digital health and wellness resources.

[Safety Hub](#)

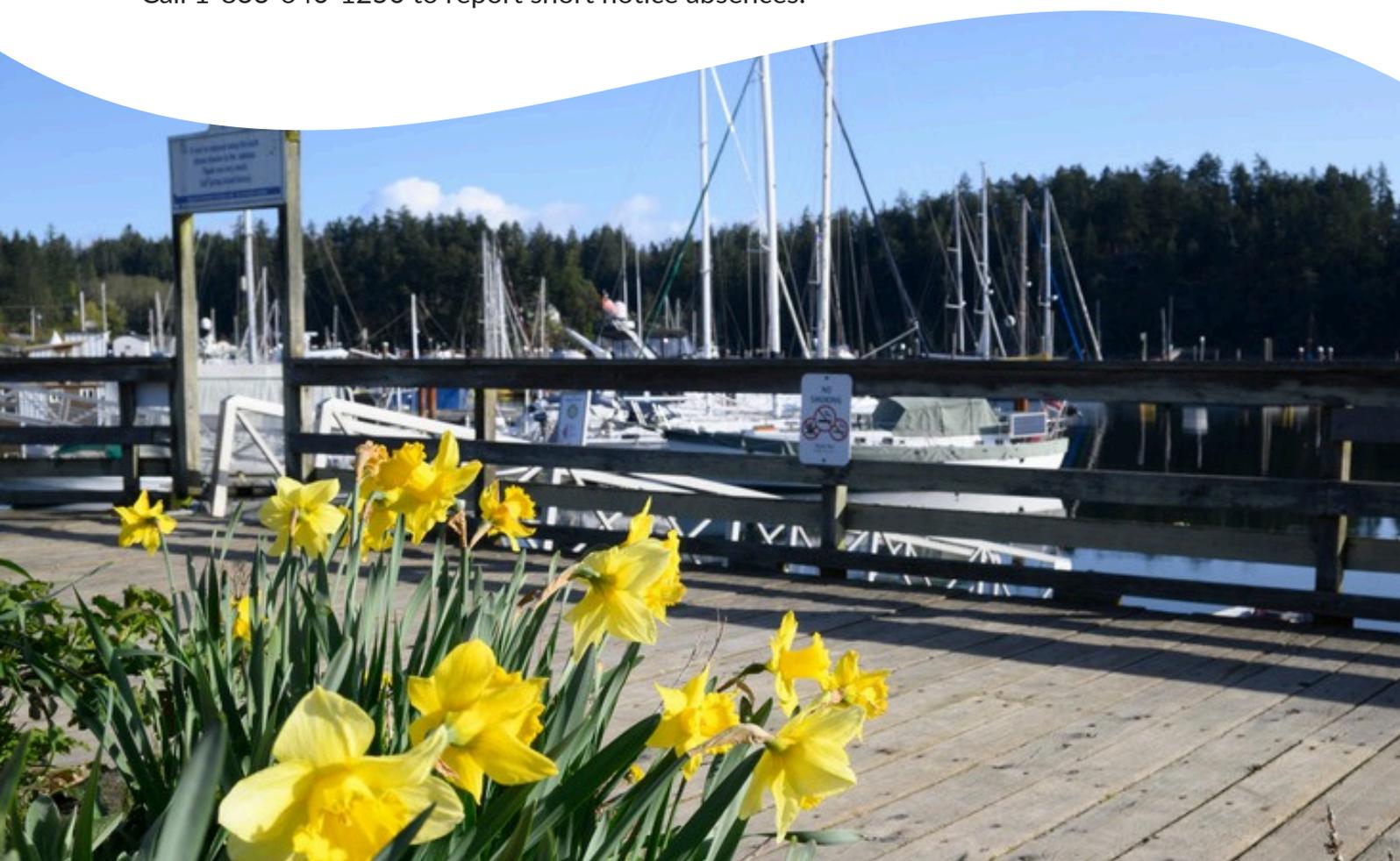
Access information and resources on workplace health and safety through Island Health's Health, Safety & Prevention and Wellness & Ability Management programs.

[Critical Incident Stress Management \(CISM\) Services](#)

Island Health offers a variety of services to help teams manage their responses to critical incident stress.

[MySchedule Absence Reporting System \(MARS\)](#)

Call 1-833-640-1250 to report short notice absences.



Site Teams

Addiction Medicine Consult Services

This specialized team offers consultations to support inpatient care for patients with suspected or known substance use disorders. Services include assessment, discharge planning, and assistance with managing substance-related harms.

Fit Testing

Ensuring appropriate respirator fit for staff exposed to airborne contaminants, particularly in high-risk areas.

Indigenous Liaison Nurses & Patient Navigators

Providing advocacy, culturally appropriate care, and guidance on medical, spiritual, and logistical needs for Indigenous clients and families.

Union Representatives

Contact information is available to help you connect with a local union representative or shop steward.



Newcomers Resources

[Welcome to Canada](#)

Moving to Canada is exciting but can be challenging. These resources guide newcomers on essential topics like finding housing, starting work or school, accessing healthcare, managing finances, and building community connections to ensure a smooth transition.

[Welcome to British Columbia](#)

The B.C. Newcomers' Guide provides detailed information about settling into the province, including obtaining a BC Services Card, navigating the local driving system, enrolling children in school, and opening a bank account.

[Welcome to Salt Spring Island](#)

Find information on activities, shopping, dining and exploring nature on this beautiful paradise island.

[Care on Salt Spring](#)

Looking for housing? Visit the dedicated housing portal designed to connect local health care staff with available housing options on Salt Spring Island. Care On Salt Spring is proudly operated by the Lady Minto Hospital Foundation, a non-profit organization committed to enhancing health care services on the island.



Additional Information & Support

Onboarding Support

Coordinator:
tamar.znaty@islandhealth.ca
General Inquiries:
onboarding@islandhealth.ca

New Employee Resources

Visit our page for more helpful resources:
[Pathway to C.A.R.E Onboarding Program](#)

HR Access Helpline

Phone: 1-888-296-3963
Email: hraccess@islandhealth.ca

IM/IT Service Desk

Phone: 1-877-563-3152
Email: ServiceDesk@islandhealth.ca

Island Health Toolbox

Helpful links and contact information for your future employment with Island Health

Report Incidents & Safety Events

Report incidents and hazards if and when they occur in the health authority

News & Events

Latest news from across Island Health. The Weekly e-newsletter is sent to all staff every Wednesday

Victoria Hospitals Foundation (VHF)

Learn more about VHF's impact and ways to support

