

Purpose: To Support Physicians & Employees with Lodging Challenges Due to COVID-19

We understand these are challenging times. With COVID-19, we recognize that temporary, local lodging is a growing need. Stanford Medicine has arranged a limited number of hotel rooms to provide lodging near the medical center. If you are in need of temporary lodging, please provide the requested information. Rooms will be prioritized to individuals who meet all of the following criteria:

1. Physicians/employees working in units/departments caring for a high proportion of COVID-19 positive patients.
2. People who are leaving the hospital and have less than 10 hours until their next shift begins.
3. Individuals who have an extended commute (>60 minutes) to their place of residence.

Individuals who do not meet these criteria but face challenges for other reasons can also submit a request with individual situation and need. All requests will be considered on a case by case basis and depend on room availability. Rooms will be provided on a day-by-day basis.



1

To Submit a Request:

Navigate to the COVID-19

Page from the Intranet or by clicking:

https://stanfordhc.service-now.com/esm?id=sc_cat_item&sys_id=00b3efe3dbe74c9001af176a48961988

2

Enter in the Necessary Information.

- Self
- Those I Live With
- Other

Know: Selections will be made Daily. It is Recommended that you Submit your Request more than 24 Hours in Advance.

<p>* Email</p> <input style="width: 90%; height: 25px;" type="text"/>	<p>* Phone Number</p> <input style="width: 90%; height: 25px;" type="text"/>
<p>* Organization</p> <div style="border: 1px solid #ccc; padding: 2px;">-- None --</div>	<p>* Date & Time Shift Ends</p> <div style="border: 1px solid #ccc; padding: 2px; display: flex; justify-content: space-between;"> 📅 </div>
<p>* Position</p> <div style="border: 1px solid #ccc; padding: 2px;">-- None --</div>	<p>* Date & Time Following Shift Begins</p> <div style="border: 1px solid #ccc; padding: 2px; display: flex; justify-content: space-between;"> 📅 </div>
<p>* Rationale for Requesting Temporary Lodging Other than 3 Criteria for Preferred Temporary Lodging</p> <div style="border: 1px solid #ccc; height: 30px; padding: 5px;"></div>	

3

You will Receive an Email Confirmation of your Request Submission.

4

If Approved, You Will Receive an Email with Instructions to take to the Hotel Front Desk.