



Downtime Announcement From Informatics

Sites Affected	<ul style="list-style-type: none">• TBRHSC
Service(s) Impacted	<p>Network devices in Health records, Medical and Academic Affairs, Physician and Residents lounges</p> <ul style="list-style-type: none">• All Computers, printers and phones• Health records will still have access to main and transcription phone lines.• Some Mechanical systems remote monitoring
When	<p>Date: March 29th to 30th Start Time: 7:00 hrs EST End Time: 17:00 hrs EST</p>
Action Required	<p>Prior to Downtime:</p> <ul style="list-style-type: none">• Ensure that you log out of the network computers• IT will be onsite to assist with temporary equipment for those on site.• Health records will be temporary relocated to Cancer Centre Health records <p>Following Downtime:</p> <ul style="list-style-type: none">• Reboot or restart your computer• Once the computer has finished restarting, log in again.• IT will be onsite to confirm connectivity following the downtime• Health records will be moved back
Why	<ul style="list-style-type: none">• Re-cabling work in a 3rd floor network closet to add capacity for future projects

Ensure this information is distributed / posted for all affected staff.

Questions or comments? Contact TBRHSC/SJCG Help Desk
(807) 684-6411 | 1-888-291-9636 | help@tbh.net