

An aerial photograph of the NIH NIAID campus, showing several large, interconnected brick buildings with multiple stories and many windows. The campus is surrounded by green lawns, trees, and parking areas. In the background, a dense urban area with more buildings and trees is visible under a clear sky.

Welcome Back to NIH NIAID

Updated 9/25/25

Table of Contents

Schedules & Expectations.....	3
Campus Access & Parking.....	7
Ward Room location.....	18
“Where is my Badge?”	19
Computer & CRIS Login.....	20

Before Beginning Your Rotation...

1) Please review the call schedule:

Below is the link to view and download the call schedule. The NIH/NIAID does not maintain this schedule. Please reach out to your program chiefs with any questions or any issues accessing it.

<https://www.dcvamedres.com/niaid-rotation>

2) Please contact the outgoing resident for sign-out.

A short list of our expectations...

- Patients: They are your patients - provide care as you would at any rotation
 - know everything but present only pertinent hx/exam/results.
- Work as a team with other residents, the fellow and the nurses; be sure everyone knows the daily plan and update when plan changes.
- Rounds: Listen to all presentations and ask questions.
- Documentation: Complete daily progress notes before rounds; Complete dc summaries asap; Complete interim summaries before the end of your rotation.
- Signouts: Anticipate changes/provide rationale for interventions. Ensure handoffs are a **verbal dialogue**; **listen, ask questions** & **close the loop in the AM**.
- Hours: 1)) **Short-call**: 7AM-3PM; 3) **Long call**: 7AM-8PM 3) **Nightfloat**: 8PM-10AM; Pre-rounds & does progress notes before rounds, leaves NIH when overnight admissions presented; 4) **Short call and Long call**: **Always check with Fellow prior to leaving**.
- Dress: Business casual; wear scrubs only when oncall or postcall and always wear your white coat over scrubs.

NAP

 National Institute of
Allergy and
Infectious Diseases

Unexpected Illness or Emergency Absence

Please communicate **ASAP** to your Chiefs and NIH residency site directors any unanticipated illnesses or emergencies that arise during this rotation.

NIH Residency Site Directors:

Dr. Maura Manion

maura.manion@nih.gov

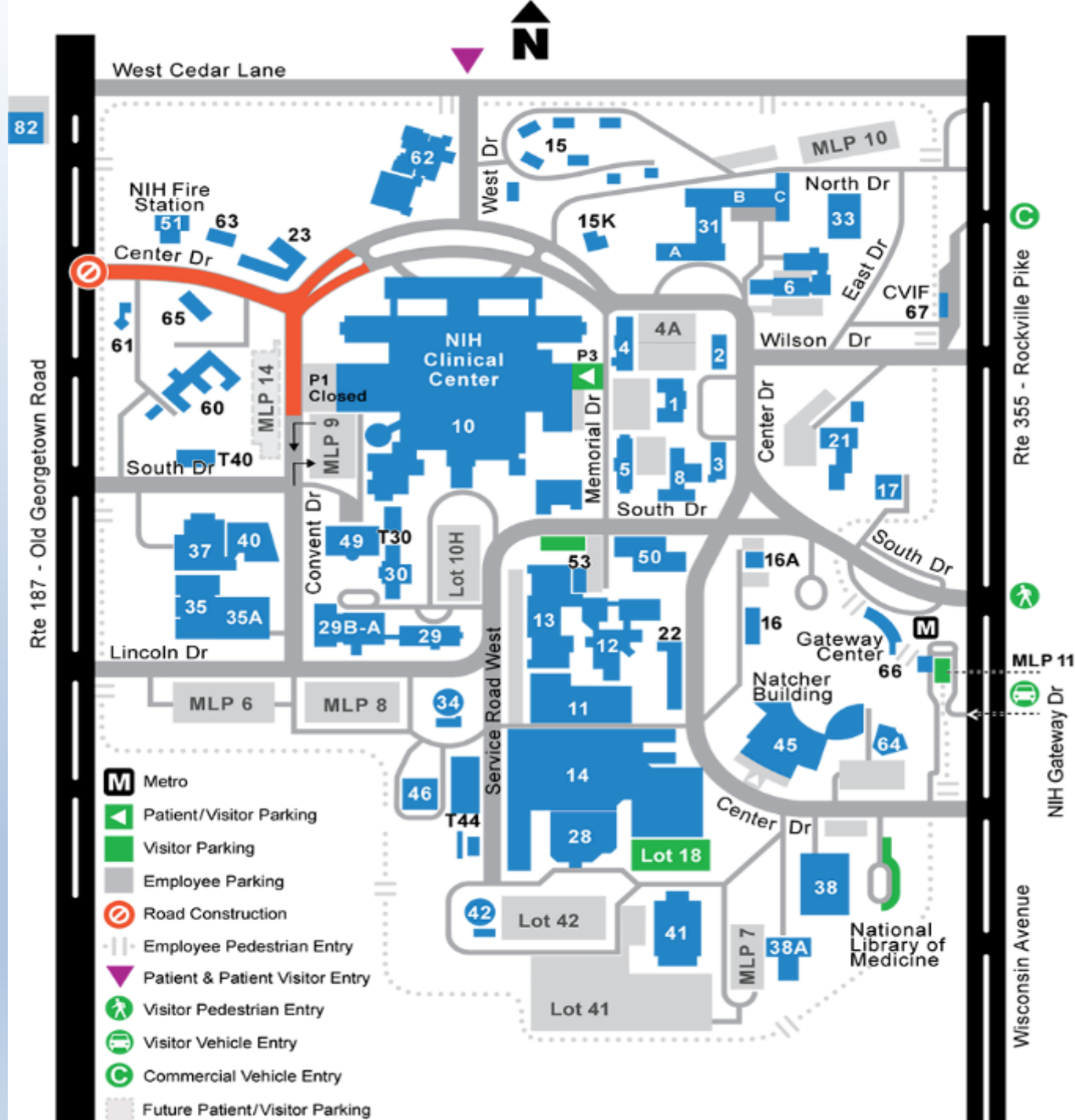
(301) 312-2103 or (301) 768-3177

Dr. Gina Montealegre

montealegrega@nih.gov

301-693-2437 (M-F 8-5pm)

267-262-1750 (after hours, weekends and Holidays)



Campus Access – Employee Entrances

Requires Badge

If you are arriving by Metrorail:

Arrive at [NIH Gateway Center at Medical Center Metro](#)

- **Open 24/7, to include weekends and holidays**
- Once you exit the metro escalator, continue straight, bypass the visitor center, and swipe your badge at the outdoor pedestrian turnstiles.
- From 6am-11:40pm, there are shuttles that run to Clinical Center every 15-20 minutes. Alternatively, you may walk which takes approximately 7 minutes.

If you are driving:

Arrive at [Rockville Pike at South Drive](#)

- By the Medical Center Metro
- **Open 24/7, to include weekends and holidays**

[Click here for additional vehicle and pedestrian employee entrances, along with their hours](#)

If your badge is expired or you returned your badge, enter campus via one of the visitor entrances on the next page

Campus Access – Visitor Entrances

If your badge is expired or you returned your badge

If you are driving:

Arrive at [Commercial Vehicle Inspection Facility - CVIF](#)

- Inbound traffic only.
- **Open to ALL visitors**
- **Open 24/7, to include weekends and holidays**
- Ensure weapons, sharp objects, and alcoholic containers are removed from vehicle.
- You will be asked for identification and to verbally provide the following:
 - Reason for visit: NIAID Clinical Rotation
 - Location: Bldg. 10/Clinical Center.
 - Name and phone number of staff member who is greeting you.
- Once you pass the inspection, you will be issued a visitor badge.

Campus Access – Visitor Entrances

If your badge is expired or you returned your badge

If you are arriving by Metrorail (Mon-Fri, 6am-10pm):

Arrive at [NIH Gateway Center at Metro, Bldg. 66](#)

- Once you exit the metro escalator, enter the building directly in front of you to obtain a visitor badge.
- Ensure weapons, sharp objects, and alcoholic containers are removed from your person.
- You will be asked for identification and to verbally provide the following:
 - Reason for visit: NIAID Clinical Rotation
 - Location: Bldg. 10/Clinical Center.
 - Name of staff member who is greeting you.
- Once you pass the inspection, you will be issued a visitor badge.
- There are shuttles that run from Bldg. 66 to Clinical Center every 15-20 minutes. Alternatively, you may walk which takes approximately 7 minutes.
- **On weekends and outside of the above hours, you will need to plan arrival to the** [Commercial Vehicle Inspection Facility – CVIF](#). For pedestrians arriving to the CVIF, there is a shuttle to Clinical Center after you clear inspection.

Designated Parking

- Enter the parking garage via the **P3 entrance on Memorial Drive** (see map on the following slide).
- Follow the ramps to the **P1 level** of the garage, designated for patients/visitors.
- **Park only on the P1 level of the garage.** This level is designated for visitors of the NIH. You are considered a visitor.

Do not park on levels P2 or P3 or you will be ticketed.

- If you park somewhere illegally or outside of the designated P1 parking level, you will be issued a federal ticket and be fined \$75 to \$90. We are unable to reverse tickets or cover fines.

Designated Parking: Map of P3 Garage



Designated Parking: P1 Level

Once inside the garage, follow the yellow signs which will guide you to the P1 level - patient and visitors parking.



Designated Parking: P1 Level

- Once you have reached the P1 level, pull a ticket.
- If the parking attendant asks whether you are a patient or patient visitor, let them know you are a visiting volunteer with instruction to park on P1.
- After arrival, a member of the ward team will give you either a parking validation sticker or a parking placard/keycard.
- If you receive a parking validation sticker, present to the parking attendant as you exit the garage.
- If you receive a parking placard/keycard, place the placard on the driver's side of your front dashboard and use the keycard to exit the garage. You will not have to pay to exit.



Designated Parking: P1 Level



P1 Level Building Entrance



Exiting the Garage

Scan your keycard or present parking validation to the attendant.
Follow the signs to exit the garage.



Ward Room Location

The NIAID Ward Room is located on the 5SE-North hallway, room 5-3480. This is on the 5th floor of the Clinical Center.

“Where is My Badge?”

If you left your badge in the ward room after a prior rotation, you will find it stored in the overhead of NP Megan Klyczek-Lawn’s desk, in an index card box.

There are also ‘Computer Setup’ and ‘CRIS setup’ instructions in the 2 accordion folders beside the box.



Computer Login

You will use the pin number **and** password that you created at your previous rotation.

- You will use the pin number for computer login. Remember to insert your PIV card.
- You will use the password for CRIS login. If you do not remember the password, go to <https://iam.nih.gov/> and choose 'Manage Passwords' for reset.

For all other login issues, contact the NIH IT Helpdesk at 301-496-4357.

If you run into a work stoppage, notify the fellow.