The Walton Centre

Excellence in Neuroscience



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Important Notice: Changes to Theatre Entry Procedures at The Walton Centre

To help distinguish between NHS staff and commercial representatives, the Theatre Team at The Walton Centre kindly requests that all visiting representatives wear their MIA Badge at all times during their visit.

Please follow the visiting process outlined below:

- 1. A company representative must be invited on-site by a member of the Theatre Team.
- 2. The representative should register their visit on the MIA platform, either via <u>the website</u> or <u>the MIA app</u>, prior to arrival, ideally as far in advance as possible.
- 3. Upon arrival at the department, representatives must wear their company lanyard or MIA lanyard with their ID attached for the duration of their visit.
- 4. You will be required to sign in at the visitors' book, where your appointment will be verified on the MIA system. A visitors' badge will be issued at Theatre Reception to ensure you are clearly distinguished from NHS staff.
- 5. You may then proceed with the purpose of your visit.
- 6. Before leaving, you must return your visitors' badge to either the Theatre Reception Team or the Theatre Co-ordinator. Please note, the department will follow up on any unreturned badges.

We appreciate your cooperation with these procedures, which are in place to maintain the security and efficiency of our Theatre operations. Your attention to these guidelines helps us ensure a smooth and professional environment for everyone involved.

