

ORISE will implement a new Mentor Orientation beginning May 8, 2006.

- Everyone who hosts a participant in an educational program will be required to complete the ORISE Mentor Orientation training before that person's participant comes to the Laboratory. Each time that ORISE receives a Guest Appointment Authorization (GAA) for a new participant, they will check to see if the mentor has completed the orientation module. If not, ORISE will e-mail the mentor with information about the training. **ALL mentors that have submitted GAA's for the 2006 summer will be mandated to complete this training.**
- Completion of the module will be required only once every two years, no matter how many participants the mentor hosts during that time frame. **In order to get credit for completing the module, the mentor must finish the entire orientation through the checkout page**, where he or she will enter some basic information (name, laboratory, division).
- Mentors who are listed on the GAA will be the only ones who get the message to complete the orientation. If others will interact extensively with the participant, it would be a great idea if the mentor of record provided the Web site to these individuals, so they can complete the module also. The more everyone knows about their responsibilities to be great mentors, the better!