

## Available Workspaces at Monash Health Campuses

# **Working Remotely**

With the exception of designated meeting rooms and hot desks at Casey, the remaining hot desk spaces do not currently have a booking system and are rarely at capacity so employees can easily drop-in. To book meeting rooms, liaise with your department's admin support person who will book on your behalf.

Current available workspaces and meeting rooms include:

### Kingston

Two meeting rooms have been converted to open space workstations

- The Linkway Haven hot desk area with computers Capacity 10 people.
- Clinical Meeting Room has 4 computers Capacity 4 people.

#### Dandenong

- Library has workstations with computers available
- Hot desks with computers in elective surgery space on level 1 Capacity 3 people

### Clayton

- Seminar room 6 on level 2 has hot desk spaces with computers Capacity 11 people
- Seminar room on level 4 hot desk spaces with computers Capacity 24
- Lecture theatres 1 and 3 can be used for meetings
- Library has workstations with 10-12 computers available as well as two meeting rooms which can be booked via the library reception.

#### Casey

- Library has several workstations with computers available
- Casey Meeting Room (capacity 12) Current Covid-19 Capacity 5
- Casey Seminar Room (capacity 40) Projector and Computer facilities available Current Covid-19 Capacity 12
- Casey Hospital Board Room (capacity 16-20) Projector and Video Conference facilities available - Current Covid-19 Capacity 8
- Casey Hot desk A, B, C & D (see booking procedure)

#### Moorabbin

- Tutorial Room has hot desks available Capacity 6 people
- Library 2 computers

If you have any further questions, please email: WorkingRemotely@monashhealth.org