

St. Mary's telephone changes and dialing details



Calling from a St. Mary's Cisco phone to another St. Mary's Cisco phone has changed. **Reminder:** 6-digit internal dialing is discontinued.

Internal dialing

To dial a St. Mary's extension or fax from a St. Mary's fax or Cisco phone:

- Dial the complete 10-digit phone number (e.g. dial 415-514-0000)
OR
- Call frequently dialed departments that have newly assigned 5-digit extensions (e.g. 92222). See website for directory.

Operators and nurses' stations: Transfer inbound calls to patient rooms by dialing a 10-digit extension. See website for directory.

Use the 2299 extension for clinical and non-clinical code activations and 9-911 or 911 for all other emergencies.

External dialing

For calls from a St. Mary's Cisco phone to a number outside the UCSF system, dial 9-1, then the 10-digit number (e.g., dial 91-415-668-1000).

Voicemail

- Access your UCSF voicemail by calling 415-476-6000 or 66000 from a Cisco phone. Your ID is your 10-digit phone number. Temporary PIN: 111111
- Retrieve CommonSpirit voicemails by calling 9-1-480-676-6099 and using your CommonSpirit PIN. Voicemail messages are available until Oct. 31.

REMINDER: In case of emergency, dial **911** or **9-911** from any phone.

Information about all the telephone changes including phone directories can be found at <http://tiny.ucsf.edu/Dylx96> or scan the code.

