

# Identification Badges

**Badges made at Security Service Center, NBE47  
Monday-Friday, 6:00 a.m. -6:00 p.m.**

New badge applications are now available below. There are **three applications**, one for **employees**, one for **Women's and Children's badges**, and one for **contractors**. Please dispose of any old applications you have (electronic or hard copy) as well as any links to the previous applications.

On the new applications, you will notice there is now an employee (contractor) section and an authorizing section. The employee completes the employee section; the supervisor, manager, or person employing the applicant completes the authorizing section, including identifying those areas to which the employee will need access. Badges cannot be issued without the signature of an authorizing agent.

To apply for a badge, complete the appropriate Security ID Application below. A picture ID is required.

Download the form, fill it out, and bring it to the Security Service Center, NBE47.

- [Employee ID Badge](#)
- [Women's & Children's ID Badge](#)
- [Contractor ID Badge](#)
- [Volunteer ID Badge](#)

## On-line Alternate

You may fill out this form on-line, then click "Save As" to save it to your computer, and print a copy to bring to the Security Service Center, NBE47.

- [Employee ID Badge](#)
- [Women's & Children's ID Badge](#)
- [Contractor ID Badge](#)
- [Volunteer ID Badge](#)

For information, call 410-328-1329 or e-mail [Badge\\_Office@umm.edu](mailto:Badge_Office@umm.edu).

## Hospital Rules

- Security ID Badges are to be worn conspicuously displayed at all times while in the Medical System Buildings. Wear the badge on the upper part of your body where others can easily see it.
- Unauthorized use of Medical Center ID Security Badges may result in Corrective Action or revocation of the badge.

- The Security ID Badge may not be loaned, transferred, or used by anybody other than the person who is pictured and named on the badge.
- You are responsible for replacing your badge if it is missing or damaged.
- The replacement cost for a badge is \$15, effective July 1, 2009.
- A new picture will be required for all new badges issued if the existing picture is more than three (3) years old.
- Security ID Badges are the property of the University of Maryland Medical Center and must be surrendered to the Medical Center upon termination, end of contract, or when requested by Medical Center management.

## **Annotated Code of Maryland - Health-General**

### **Â§ 19-308.4. Personal Identification tags for employees and certain others.**

- a. Personal identification tag required. - Each hospital or nursing facility in the State shall ensure that its employees and any other individuals who provide a health care service within or on the premises of the hospital or nursing facility wear a personal identification tag, except where inappropriate for medical reasons, that indicates in readable text:
  - i. The name of the individual: and
  - ii. The professional or other title of the individual.
- b. Fines. - The Secretary [of State] may impose a fine not to exceed \$25 per violation of this section. (1998, ch. 127)