

# Submit Requests

Tip Sheet – Submitting Requests

## How to Submit a Request:

### DHS for EPIC:

- Visit the Southcoast Central webpage
- Click Submit a Request located in the top grey menu
- Select Support in left-hand menu
- Select Technology Support Ticket

### Facilities:

- Visit the Southcoast Central webpage
- Click Submit a Request located in the top grey menu
- Select Maintenance & Facilities within the left-hand Category menu
- Select Grand-PM to submit a request

### Human Resources:

- Visit the Southcoast Central webpage
- Click Submit a Request located in the top grey menu
- Select Human Resources within the left-hand Category menu

### Marketing & Communications:

- Visit the Southcoast Central webpage
- Click Submit a Request located in the top grey menu
- Select Marketing within the left-hand Category menu
- Select the specific type of request you are looking for

# Learn More

Tip Sheet – Learn More Information

## For More Information:

### **Financial Services:**

- Visit the Southcoast Central webpage
- Click Directories located in the top grey menu
- Select Business Services / Departments
- Scroll down to Financial Services and select Revenue Cycle
- In the upper right-hand corner select [View Website](#) (within the Teal bar at the top of the page)

### **Patient Experience:**

- Visit the Patient Experience landing page on .org
- [Southcoast.org/patient-experience](https://southcoast.org/patient-experience)
- [patientexperience@southcoast.org](mailto:patientexperience@southcoast.org)

### **Peer Support:**

- Visit the Southcoast Central webpage
- Click HR & Benefits located in the top grey menu
- Select Culture & Diversity and scroll down to the More Information section
- Select [Peer-to-Peer Support](#)

### **Philanthropy:**

- Visit the Philanthropy landing page on .org
- [Southcoast.org/philanthropy](https://southcoast.org/philanthropy)
- [philanthropy@southcoast.org](mailto:philanthropy@southcoast.org)