

**OLIVE VIEW-UCLA MEDICAL CENTER  
NEUROLOGY DEPARTMENT  
POLICY & PROCEDURE**

**NUMBER: 2148  
VERSION: 2**

**SUBJECT/TITLE:   CONSULTATIONS**

**POLICY:**           The Department of Neurology offers full-time, 24-hours-a-day, 365-days-a-year consultative services within Olive View-UCLA Medical Center. Areas served include the inpatient wards, Emergency Room, Urgent Care) and outpatient clinics not under the aegis of the department. These consultations are coordinated by the supervising resident rotating through the Olive View Department of Neurology and are performed largely by the residents within the department. The Neurology Consult Service is supervised by an attending physician in the department, who will discuss all consults with the rotating residents and will examine the majority of consultative patients. Consulting residents and attending staff will be available at all times through the page operator at Olive View-UCLA, although on nights and weekends, these physicians may not be physically present within the facility. It is general department policy that over 90% of consultations will be completed within 24 hours of their initiation by a requesting physician. Hospital consultations that cannot be performed within 24 hours will be performed within a second 24 hour period without exception. All initial consultative notes will contain a history of the present neurological illness, a history of pertinent past medical illness, a neurological examination, as well as a general medical examination of pertinent findings, a clearly written assessment with a differential diagnosis preferably in a point format and a plan, again preferably in a numerical, point by point format. All residents notes should end with the statement: "Discussed with attending [name]." All notes are to be entered into ORCHID, where they will be automatically dated and timed and electronically signed by the responsible resident. Medical student notes can be entered into ORCHID under the supervising resident's name, ending with a statement of concurrence by the resident and "Discussed with attending [name]." Attendings should write their own brief note in ORCHID on new consults and as they deem appropriate on interval developments with follow-up patients. The attending note can refer to the substance of the resident's note, add or clarify anything that the attending considers warranted, and indicate concurrence with the assessment and plan.

**PURPOSE:**

**DEPARTMENTS:   NEUROLOGY**

**DEFINITIONS:**

**SUBJECT/TITLE:   CONSULTATIONS**

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**PROCEDURE:**

References:	
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