

# JUVENILE COURT HEALTH SERVICES POLICY – MEDICINE

Subject: <b>PHYSICIAN STAFFING, SCHEDULING, AND ON-CALL COVERAGE</b>	Original Issue Date: 1/24/14	Policy #: <b>MED-01</b>
	Supersedes: 5/14/18	Effective Date: 6/12/2021
Departments Consulted:	Approved By:  (Signature on File) Health Services Administrator  (Signature on File) Nursing Director	Approved by:  (Signature on File) Medical Director

**PURPOSE**

To define the needs for physician coverage at JCHS clinical facilities.

**POLICY**

JCHS will ensure access to physician care either in-person or by phone at all Probation juvenile detention facilities 24 hours per day, 7 days per week

**PROCEDURE**

**Staffing**

1. The following are general guidelines based on the needs of the service.
2. On-site physician coverage at the juvenile halls:
  - a. Central Juvenile Hall
    - i. Monday through Friday: 1-4 physicians from 7:30am - 4:00pm;
    - ii. Saturday and Sunday: 1 physician from 7:30 - 4:00pm
  - b. Barry J. Nidorf Juvenile Hall
    - i. Monday through Friday: 1 – 3 physicians from 7:30am – 4:00pm
3. On-site physician coverage at the camps:
  - a. Camps Afflerbaugh, Paige, Rockey, Scott and Campus Kilpatrick: 1 physician for 1 – 4 hours one day every 1-2 weeks
  - b. Dorothy Kirby Center: 1 physician for 4-8 hours one day per week
4. Scheduled on-site coverage for county-recognized holidays is based upon the needs of the service. At a minimum, one physician will be on site at Central Juvenile Hall from 7:30am – 4:00pm.

**Off-Site and On-Call Coverage**

1. When a physician is not available on-site at a camp, medical issues should be directed by phone consultation to a physician at a juvenile hall (per the hall assigned to cover the respective camp).
2. When a physician is not available on-site at a juvenile hall (i.e. on weekends or holidays), medical issues should be managed by phone consultation to a physician at another juvenile hall, if present, or to the designated on-call physician.
3. When no physician is on-site at any facility, there will always be an on-call physician available. The on-call physician can be reached by Nursing staff at any facility by calling the LAC+USC Beeper Operator (323-409-4906). On-call duties are rotated among all full-time JCHS physicians.

# JUVENILE COURT HEALTH SERVICES POLICY – MEDICINE

Subject: <b>PHYSICIAN STAFFING, SCHEDULING, AND ON-CALL COVERAGE</b>	Effective Date: 6/12/2021	Policy # <b>MED-01</b>
	Medical Director's Initials: (Signature on File)	

## **Scheduling**

1. Oversight of the physician coverage schedule will be by the Medical Director or designee. Any changes to each month's finalized schedule must be approved by the Medical Director ahead of time.
2. The Medical Director must be notified of any emergent changes to the schedule (sick time, late arrivals, early departures, etc.) ahead of time if possible, or as soon as the employee is able to call.
3. Requests for time off must be submitted to the Medical Director as far in advance as possible, but minimally 1 month in advance. Responses will be addressed according to the needs of the services. If possible, responses to the requests will be given before the month's schedule of the requested time off is distributed. If the schedule is already distributed, the physician is responsible for finding coverage first before submitting the time off request. Physicians may request a more prompt response from the Medical Director as needed.

## **REFERENCE**

JCHS-Probation MOU, 2012

## **REVISION DATES**

May 14, 2018; June 12, 2021