

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

**NUMBER: 2149
VERSION: 2**

SUBJECT/TITLE: CONSULTATION SERVICE - AFTER HOURS POLICY

POLICY:

The UCLA Neurology Residency Program provides 24-hours-a-day, 7-days-a-week coverage to the patient population of Olive View-UCLA Medical Center. After routine consultation hours and on weekends, this coverage is provided by a designated resident. On-call duties will be equitably divided between the residents covering the service, with the Chief Resident having the responsibility of devising the schedule.

- 1) As a general rule, Neurology residents on call should come into the hospital for any consultation requested.
- 2) As guidelines for triage, residents should use the following:
 - a. Assess the expertise of the caller and be sure you understand what they are describing and that they have adequately assessed the patient. If not, go in to see the patient.
 - b. If you have trouble going back to sleep after the call because you are worried, go in to see the patient.
 - c. If the patient has a problem that would warrant being seen within 48 hours, go in to see the patient.
 - d. If the patient has a problem that warrants being seen in 3-5 days, then the team can probably see the patient the next day (as long as the back-up resident or attending concur).
 - e. If the patient can be seen in weeks to months, the consultation can be deferred to Neurology Clinic (facilitated by the department's secretary or Patient Care Coordinator).
 - f. If a question remains whether to go in to see a patient, the on-call resident should consult with the attending.
 - g. If the requesting physician states that the patient could be seen the next day, the Neurology chief resident or attending will decide whether the on-call resident or the day team should see the patient. Deferring consults to the day team should be the exception and not the norm.
 - h. Overbooking patients into the clinic in lieu of seeing them is prohibited. The attending on service must approve overbooking on a case-by-case basis. Approved cases should then be scheduled by the department's Patient Care Coordinator.
- 3) PGY-2 residents should discuss all consults at the time with the attending on call. All residents must discuss the consultation with the attending physician if a patient is to be discharged.

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- 4) Consults seen during the night should be signed out to the chief resident by 8:00 AM.

PURPOSE:

DEPARTMENTS: NEUROLOGY

DEFINITIONS:

PROCEDURE:

References:	
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