

*VALLEYCARE*  
**OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS  
NEUROLOGY DEPARTMENT  
POLICY & PROCEDURE**

**NUMBER: 2153  
VERSION: 2**

**SUBJECT/TITLE:    OUTPATIENT CLINICS**

**POLICY:**           One or more outpatient clinics in Neurology are held at Olive View-UCLA Medical Center. These clinics last one-half day and accept patients over 18 years of age. Conditions seen in clinic include but are not limited to: epilepsy, headache, neuromuscular diseases, infectious diseases of the nervous system, multiple sclerosis, movement disorders, dementia and other neurodegenerative diseases, stroke, and neurological complications of cancer. Requests for consultation will be reviewed for their appropriateness, and patients will be scheduled for clinic visits within the timeframe designated by the neurologist reviewing the consult request. To minimize inappropriate referrals, referral guidelines exist. The vast majority of approved patients will be given “next available” appointments and will be seen as soon as possible. Patients with more urgent need may be overbooked for clinic sooner than the next available appointment. Overbooking will be solely at the discretion of the attending physicians in the Department of Neurology and subject to availability that is not within the attending physician’s control.

In addition to the general Neurology Clinic, subspecialty clinics may be offered, depending on demand and availability of subspecialists.

Patients visiting the outpatient Neurology Clinic will generally be evaluated initially by a resident in Neurology, General Medicine, Psychiatry, Family Practice or other medical discipline, or by a medical student. Once evaluated, all patients will be discussed with an attending physician physically present in clinic. The attending physician, at his or her discretion, may re-check salient aspects of the examination and will discuss each case with the evaluating resident or student. After initial evaluation, follow-up plans will be developed by the physicians caring for the patient. In general, patients will be given follow-up appointments at or after the next available follow-up visit time. At the discretion of the attending physician, patients may be overbooked for a follow-up sooner than “next available” if possible.

**PURPOSE:**

**DEPARTMENTS:    NEUROLOGY**

**DEFINITIONS:**

**SUBJECT/TITLE:    OUTPATIENT CLINICS**

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**PROCEDURE:**

References:	
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