

ON-CALL

POLICY: There shall be at least one registered nurse available 24 hours per day to cover patient needs.

PURPOSE: To provide services to patients of the agency on a 24 hour basis.

PERSONNEL: Personnel required to be on-call for patient care

PROCEDURE:

- I. All nurses who receive employment benefits will be required to take call on a rotating basis as a requirement of the employment contract and to work at least one or two holidays per year. Frequency of call rotation and holiday call will be dependent on patient census and staff availability and frequency of on-call may be increased. Visits made while on-call are paid at a designated per visit rate. Salaried staff required to perform on-call duties will be compensated. A nurse on-call will be compensated for his/her time on-call.
- II. LVNs who are full-time must take secondary call as part of their employment contract.
- III. All nurses who are employed on an "on-call" basis are not eligible for benefits, may be asked to participate in the on-call rotation, but are not required to participate.
- IV. On-call hours are weekdays 5 p.m. - 8:30 a.m., and weekends from Friday, 5 p.m. until Monday 8:30 a.m. and all holidays.
- V. Nurses who are on-call shall carry assigned communication devices with them at all times and are responsible for ensuring that it works properly. All calls/contacts must be returned promptly and appropriate action taken as soon as necessary.
- VI. On-call nurses may be assigned scheduled visits during the on-call period, but the number of scheduled visits shall be limited so that on-call responsibilities can be met.
- VII. LVNs may be utilized in any part of the on-call rotation, as long as there is also an RN on-call in the rotation. LVNs must communicate with the RN on-call regarding any change requiring the RN's intervention. Documentation of the communication shall be made via communication note.