


<b>Name of Policy:</b> <u>On Call Duty</u> <b>Policy Number:</b> 3364-124-17 <b>Department:</b> Nursing Service/Operating Room <b>Approving Officer:</b> Director Surgical Services <b>Responsible Agent:</b> Chief Nursing Officer <b>Scope:</b> Operating Room (OR)/Perioperative Services	  <b>Effective Date:</b> 12/31/2022 Initial Effective Date: 8/1987				
<table> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input checked="" type="checkbox"/> Major revision of existing policy</td> <td><input type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>		<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy	<input checked="" type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Reaffirmation of existing policy
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### (A) Policy Statement

Operating Room (OR) on-call duty will be assigned to appropriately trained personnel.

### (B) Purpose of Policy

To provide standardization of on-call duty.

### (C) Procedure

The Operating Room (OR) staffing requirements will be met by regularly scheduled staff in conjunction with on-call personnel. The OR team will be comprised of a Registered Nurse (RN) and a Surgical Technologist (ST) or two RN's. Surgical Assistant on-call staff will be provided by RN First Assistants and Certified Surgical Assistants. When additional staffing is needed, the following guidelines will assist, without limiting, the charge nurse's decision regarding staff utilization.

1. On-call duty is described as follows:

- a. Teams are comprised of 1 RN and 1 ST or 2 RNs one of whom is expected to scrub. All call is covered from end of prime operating hours until next calendar day.
- b. Call is 24-hour Saturday, Sunday, and Holidays
- c. Surgical assistant call is 3p-7a. Two surgical assistants are on call per day.

Surgical Assistant Call-surgical assistants will cover surgeries appropriate to their skill set, service team, and level of experience. They will maintain a rotating list of on call surgical assistant staff.

2. It will be at the discretion of the operations supervisor or designee, how these call teams will be utilized.
3. In the event additional emergency staffing is required, any call team may be utilized for procedures outside their specialty.
4. On-call personnel must be available to arrive at the hospital within one-half hour after receiving the call. The person on call is responsible for maintaining contact via pager or phone. In the event the on-call person does not call back within 5 minutes, the alternate number will be called.
8. In situations when all call teams have been utilized and additional nursing personnel are required, the operations supervisor, or a designee will be contact the nursing house supervisor to assist in arranging the appropriate coverage.

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| <p><b>Approved by:</b></p> <p>/s/ _____</p> <p>Michelle Mallette, MSN, RN, CNOR</p> <p>Director Surgical Services</p> <p>Date _____</p> <p>/s/ _____</p> <p>Kurt Kless, MSN, MBA, RN, NE-BC</p> <p>Chief Nursing Officer</p> <p>Date _____</p> <p>Review: Policy &amp; Standard Committee, 9/11, 8/16, 8/19, 12/22</p> <p>Revision completed by: Ronni Zona, RN, BSN, CNOR</p> <p>Perioperative Nurse Educator</p> | <p><b>Review/Revision Date:</b></p> <p>1988      6/10/2008</p> <p>1989      9/2011</p> <p>9/1990     8/26/13</p> <p>6/1993     8/1/2016</p> <p>9/1995     8/1/2019</p> <p>7/1996     12/31/2022</p> <p>2/1999</p> <p>2/2001</p> <p>6/2002</p> <p>7/2005</p> <p><b>Next Review Date:</b> 12/2025</p> |
| <p><b>Policies Superseded by This Policy:</b> 4-17</p>   |   |

*It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.*