Name of Policy: Lunch Period
Policy Number: 3364-135-059
Department: Radiology
Vice-President of Medical Affairs
Approving Officer: Associate Dean for Clinical Affairs
Chief Medical Information Officer
Responsible Agent: Director, Radiology
Scope: Radiology

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<tr>
<th>New policy proposal</th>
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Effective Date: 5/8/2014
Initial Effective Date: 2/1/1982

(A) Policy Statement

Whenever there is more than one person in any section of the Department of Radiology, the 30 minute lunch period will be divided such that the section is continually staffed during its normal hours of operation.

(B) Purpose of Policy

To provide: a.) continuous available service; b.) personnel to answer questions of physicians, patients, and other staff members; c.) personnel to schedule or modify the schedule; and d.) personnel to help secure the given area.

(C) Procedure

The 30 minute lunch periods will be so scheduled so as to provide continual coverage of any given section. In effect, no section will be unmanned during the normal working hours.

Approved by:

Lee S. Woldenberg, MD
Professor & Chairman, Radiology

Carl A. Sirio, M.D.
Vice-President of Medical Affairs
Associate Dean for Clinical Affairs
Chief Medical Information Officer

Review/Revision Completed By:
Fran Cassell, RT-R, M

Review/Revision Date:
11/1/1984
7/1/1993
8/11/1999
9/1/2005
5/23/2008
5/1/2011
5/8/2014

Next Review Date: 5/8/2017