


Name of Policy: <u>Pharmacist On Call</u> Policy Number: 3364-133-146 Department: Pharmacy Approving Officer: Senior Hospital Administrator Responsible Agent: Director of Pharmacy Scope: University of Toledo Medical Center	 Effective Date: 7/1/2023		
<input checked="" type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy		<input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy	

(A) Principle Statement

Personnel responding to on-call questions will acknowledge the “call” within ten minutes and arrive no more than sixty minutes from acknowledging the call, if needed on site.

(B) Purpose & Scope

To assure adequate clinical, operational and administrative support for pharmacy services.

(D) Procedure

1. Personnel on-call will be available by one of the following methods:
 - a. home phone
 - b. cellular phone
2. It is the responsibility of the employee to inform the Radiology clerical staff of any changes in the above.
3. Pharmacist on-call assignments will be posted on the pharmacist schedule. Any change to the on-call schedule needs to be communicated to management.
4. On-call begins at 5pm on non-holiday weekdays and ends at 7am the next day. On weekends and holidays, on-call begins at 7am and ends at 7am the following day.
5. On-call employee shall respond within ten minutes of call initiation.
6. On-call employee should have access to UT electronic health record, clinical resources, and contact information of other key contacts, in case needed.
7. On-call employee shall arrive within sixty minutes of responding if on-site support is needed.
8. If no response received, staff is directed to contact the Operations Manager or Director of Pharmacy.
9. Failure to comply will result in appropriate disciplinary action.

<p>Approved by:</p> <p><u>/s/</u> _____ <u>06/24/2023</u> Lindsey Eitniear, PharmD, BCPS, AAHIVP Date Director of Pharmacy</p> <p><u>/s/</u> _____ <u>06/26/2023</u> Russell Smith Pharm D, MBA, BCPS, CPEL Date Senior Hospital Administrator</p> <p><i>Review/Revision Completed By:</i> <i>Pharmacy</i></p>	<p>Review/Revision Date:</p>
<p>Next Review Date: 7/1/2026</p>	
<p>Policies Superseded by This Policy:</p>	

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