|  |  |
| --- | --- |
|  | OFFICIAL PROTOCOL |

**ROUNDS, MEETINGS AND SEMINAR PAGING PROCEDURES**

The following procedures will be followed regarding paging during rounds, meetings and seminars. Always page with \*911 for emergencies.

1. ANESTHESIOLOGY Mon-Fri 7:00-8:00 am, Student rounds

Mon 7:30-8:30 am, House Officer Seminar

Mon 8:30-9:30 am, Anesthesia resident topic rounds

Fri 8:00-9:00 am, Anesthesia Section Journal Club

*Page for all calls.* If the page is not answered, send the call to voicemail using proper protocol.

2. CARDIOLOGY Mon-Fri 8:00-9:00 am, Student Rounds

*Send Teams message to cardiology for calls.* If the Teams message is not responded to, send a follow up teams message with contact info.

3. DENTISTRY Mon-Thurs 8:00-9:00 am rounds

Friday 8:00-10:00 am rounds

*Page nurses first* then dental suite phone 2-7268

4. DERMATOLOGY Mon 7:30-8:30 am, House Officer Seminar

Thurs 8:00-9:00 am, Derm Biopsy Rounds

Fri 8:00-9:00 am, Section Meeting

*Page for all calls.* If the page is not answered, send the call to voicemail using proper protocol. If it is a client calling, page the Dermatology Veterinary Nurse.

5. EQUINE Mon-Fri 8:00-9:00 am, Student Rounds

Mon 7:30-8:30 am, House Officer Seminar

Wed 8:00-9:00 am, House Officer Surgery Rounds

Thurs. 8:00-9:00 am, House Officer Medicine Rounds

Fri 8:00-9:00 am, House Officer Morbidity/Mortality Rounds

Fri 9:00-10:00 am, Section Meeting

*Page the clinician on duty if it relates to a clinical case* (hospitalized, consultation, or impending referral). Send to voice mail if the call is business related (pharmaceutical company, equipment representative, interview, invitation to lecture, etc).

6. EXOTICS M, T, Th 8:30-9:30 am Student Rounds (based on time and caseload)   
Mon 7:30-8:30 am House Officer Seminar  
Wed and Fri Zoo (can range from 7:30 am-3:30 pm)

Send Teams message to Exotics for non-emergent calls from clients or non-clients (but NOT rDVMs). Page Sr Clinician for rDVM calls.

In case of an emergency or same day referral, page senior clinicians, resident or intern.  If unanswered send to Teams and call the ward.   
Anything that is emergent or coming in that day should never be sent to anyone’s voicemail as those are not checked until the end of the day.

7. LIVESTOCK SERVICES Mon 7:30-8:30 am, House Officer Seminar

Wed 7:30-8:30 am, Section Meeting

Mon-Fri 8:30-9:30 am, Student Rounds

M, Th, Fri 8:00-9:00 am House Officer Rounds

Fri 8:00-9:00 am, Medicine Journal Club

*Send Teams message to livestock services*

8. ONCOLOGY Mon 7:30-8:30 am, House Officer Seminar

Mon 8:00-9:00 am, House Officer Rounds

Thurs 8:00-9:00 am, House Officer Rounds

Fri 8:00-9:00am, Pathology Rounds or M&M

*Don’t page unless an emergency*. Send all non-emergency calls to voicemail using proper protocol. If a client is calling, page the Oncology Assistant or Veterinary Nurses.

9. OPHTHALMOLOGY Mon 7:30-8:30 am, House Officer Seminar

Mon-Thurs 8:30-9:30 am, Student Rounds

Fri 8:00-9:30 am House Officer Rounds

*Send Teams message to ophthalmology*

10. PET HEALTH CENTER Mon-Fri 8:00-9:00 am, Student Topic Rounds

*Don’t page unless an emergency*. Please use Teams to see if a nurse or staff member is available to speak, otherwise send to the PH answering machine (2-4815).

11. RADIOLOGY M, W, Th, F 8:00 am -until finished, Student Rounds

Mon-Fri 8:00 am -until finished, Resident Rounds

Tues 8:00-10:00 am, Student Rounds

Transfer call to a nurse in Radiology (2-4171)

12. SMALL ANIMAL MEDICINE Mon-Thur 8:30-9:30 am, Case Rounds

Mon 7:30-8:30 am, House Officer Seminar

Wed 7:30-8:30 am, Journal Club

Thur 7:30-8:30 am, Morbidity/Mortality Rounds

Fri 7:30-9:00 am, Board Review and Section

Meeting

Fri 9:00 -10:00 am, Case Rounds

*Page Medicine Nurse.*  If page is not answered, send the call to SAIM Resident voicemail or senior clinician voicemail.

13. SMALL ANIMAL SURGERY Mon                     7:30-8:30 am, House Officer Seminar Mon-Fri                7:30-8:30 am, Resident Rounds

Mon-Fri                8:30-9:30 am, Student Rounds

*Page Sr Clinician or Resident*. If the page is not answered, send client call to resident voicemail or rDVM to clinician voicemail. Emergency during rounds, page with a 9.