



# Veterinary Health Center

MANHATTAN, KANSAS

OFFICIAL PROTOCOL

## **SENIOR DVM STUDENT PRIMARY EMERGENCY SHIFT RESPONSIBILITIES (SATURDAY, SUNDAY AND VHC HOLIDAYS):**

1. The Primary shifts are on weekends and VHC holidays and start at 7:15 am. This allows for some overlap with the overnight ER rotation students.
2. On duty students are expected to start taking new cases at 7:15 am. If you have any inpatients that need to be SOAPed (including updating owner), please have this done prior to the start of your ER shift.
3. Any inpatient cases you take during your shift are your patient and your responsibility until they are transferred by you to the appropriate service on Monday morning (or the next transfer morning). This means that the patient(s) need to be SOAPed by you by 7 am and 7 pm until transfer. This includes the morning of transfer. Please do not forget to discuss the case with the supervising DVM at these times and then call the owner to give them an update. If travel needs prevent you from being able to fulfil this responsibility, please discuss this with one of the ER faculty as soon as possible.
4. ER rotation student duties start at 3:45 pm, so you will not take any new cases at this point. However, your shift does not end until the patient has been worked up and registered as an inpatient (deposit taken). Always get permission from your clinician before you leave. At a minimum, these things should be done for your inpatient before you complete your shift:
  - a. ICU Treatment sheet drafted on Instinct (include q4h physical exams)
  - b. ICU emergency drug sheet printed and placed on kennel door
  - c. Patient is comfortable and dry in appropriate kennel
  - d. IV catheter placed
  - e. Drugs ordered and given as needed
  - f. Draft ER-Transfer sheet on Instinct and review with attending DVM
  - g. Bloodwork, radiographs and other diagnostics started as appropriate
  - h. Sedated and post op patients must be fully recovered

NOTE: Some of these tasks can be done by ICU nurses and assistants if appropriate.
5. In most cases, the clinician of record on a case is an intern or ER Faculty clinician. Surgery cases are automatically transferred to a Resident and he or she will be the clinician of record. You will write a surgery report for that patient and email to the clinician of record. You will still transfer the patient to a surgery student on Monday (unless you are already on that service).
6. What to bring:
  - a. Your laptop computer
  - b. Food and drinks for yourself
  - c. Pens
  - d. Patient care equipment and clothing:
    - i. Stethoscope, hemostat, bandage scissors

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Approved by E. Davis, Hospital Director  
S. Durbin, Emergency Clinician

- ii. Change of scrubs in case you go to surgery
- iii. Good attitude! 😊

**Back up On Call Emergency Shift 7:15 am-4 pm – Responsibilities:**

1. Same as above except that you will be paged when you are needed.
2. Please expect to be called in at some point and keep your pager and phone turned on and close by.
3. Report to the ER clinician or Intern on duty upon arrival to ICU.
4. Expect to be given a case immediately or to go to surgery.

**ICU On Call Shifts 7:15 am-4 pm**

1. You will be called in for a variety of situations including:
  - a. There are many ICU patients and ICU needs help with hourly treatments.
  - b. Primary and back up students have all been called in and ICU needs someone to help with student ICU tasks such as client calls, preparing pet for cremation and necropsy and other tasks that we need help with.
  - c. In general, you will not be given an inpatient, but may be asked to help briefly with outpatient emergencies until the ER students arrive. You will not stay past 4 pm.

**Emergency Night Back Up 11:45 pm-7:30 am**

It is uncommon for students to be called in for this shift. However, you may be called in if the rotation is short staffed and/or the service is overwhelmed with incoming cases.

**Ward 1, 2 and 3 Treatments**

Ward treatments are generally completed by underclass DVM students who are specifically hired to do this job. They are supervised by the ER Faculty. The treatments they do are 11 pm every night and 11 am and 3 pm on Saturday, Sunday and holidays. If there are staffing shortages, Primary Emergency, Back Up Emergency, or ICU on call students may be called in to help with 11 am and 3 pm treatments.

**Transfer of inpatients from ER to Specialty service on Monday morning around 7 am.**

- 1) You and your clinician will decide which service your patient is transferred to. Usually transfers are to Medicine or Surgery. Good Sam dogs and cats are generally transferred to Pet Health.
  - a) Draft an ER-Transfer Document on Instinct and alert the attending clinician when you are done. If there is any downtime during or between your intake, diagnostics and treatment times, please work on updating this document as well as your physical exam and history portion of the medical record.
  - b) Place a notecard with patient sticker on the door of the receiving service.
  - c) When applicable, place an anesthesia request form on the anesthesia door.