

ON- CALL Cheat Sheet with MCNP/Mia Perez

Contact Info: in order of preference (please enter info in your pager)

1. mcperez@my@way.com – prefer text messages over extension call back numbers only.
 - a. Expect a response text
 - b. If none, text page again
 - c. If still no response, call home phone
 - d. If still no response, call cell phone
2. home phone (909) 796 -9345 – I screen calls so please talk like you are leaving a message and I will pick up
3. cell phone (909) 224-3592

Essential things you need to bring with you to hospital when called in:

1. Work I.D. Badge – for electronic door access
2. Department key – for main door, frozen room, grossing room
3. On-call pager –
 - a. you will be carrying one of three pagers , each with its own vanity name (apcall, apccall1, pathpass) but one 4-digit pager number #4579
 - b. make sure battery charge is full (if not, at least 75%)
 - c. make sure pager Inbox Alert is “audible” (not “silent” or “vibrate”), “loud” volume, and rebeeps “forever” (i.e. won’t stop rebeeping until you’ve read page

Check-list/To Do at start of each weeknight call (at 5pm. while still at LLUMC)

1. Call different O.R. Front Desks (MC, CH, East Campus) for possible RFS cases
2. Call specific O.R.’s, to confirm (or contact surgeon for waiting list cases)
3. Know resident on call after 10pm (as you may need to pass off RFS case info)
4. Communicate with MCNP

Additional info for Add –on RFS (not in day’s O.R. sked)

1. Obtain Basic Info: Patient name (and MR#), age
Brief Clinical History /Clinical issue
Specimen type/if IOC needed (versus STAT but not RFS)
Attending MD including pager info
Estimated time of arrival/ETA
*always ask for (another) at least 20 minutes advance notice
2. Text page including concise case details
3. Start RFS