



**MONTANA STATE HOSPITAL
POLICY AND PROCEDURE**

**LICENSED INDEPENDENT PRACTITIONER
ON CALL COVERAGE**

Effective Date: June 1, 2020

Policy: MS-02

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- I. PURPOSE:** To provide psychiatric and primary care licensed independent practitioner coverage after hours, holidays, and weekends.
- II. POLICY:** The Medical Director or designee will prepare and maintain a schedule for members of the medical staff to provide on-call services. Ordinarily, the schedule will provide for both a psychiatric licensed independent practitioner and a primary care licensed independent practitioner to be on call. However, there may be times when only a psychiatric licensed independent practitioner or only a primary care licensed independent practitioner will be on call.

Compensation is provided for on-call services in the form of additional pay or compensatory (comp) time. Physicians are compensated at a rate of four (4) hours for a weeknight and eight (8) hours for a weekend day or holiday. Advanced Practice Registered Nurse Practitioners are compensated at a rate of six (6) hours for a weeknight and twelve (12) hours for a weekend day or holiday. Pay is at the licensed independent practitioner's normal hourly rate. Comp-time must be accumulated and used in accordance with state personnel practices.

III. DEFINITIONS:

- A. **On Call Hours:** Weekdays – 4:30 p.m. to 8:00 a.m. next morning. Weekend days and Holidays – 8:00 a.m. – 8:00 a.m. next day.

IV. RESPONSIBILITIES:

- A. Medical Director or the designee: Prepares an on-call schedule and forward it to the Administrative Assistant to Clinical Services for typing/printing.
1. On call schedule will be provided to the Administrative Assistant to Clinical Services no later than the 15th of each month.
- B. Administrative Assistant to Clinical Services: Ensures each member of the medical staff, Front Desk staff, Nurse Supervisors, Program Managers, Ward Clerks, Health Information, and Staffing Office receives a copy of the printed schedule no later than three (3) days prior the start of the on-call schedule.
- C. Members of the Medical Staff: Respond to call per this policy.

V. PROCEDURE:

- A. The primary care practitioner assigned to on-call coverage will be available at all times while on call and capable of responding by telephone within fifteen (15) minutes and, when necessary, in person within sixty minutes.
- B. The psychiatric licensed independent practitioner assigned to on-call coverage will be available by telephone within fifteen (15) minutes and, when necessary, be physically present within sixty (60) minutes, to personally attend to the patient.

VI. REFERENCES: Licensure Standards 482.62(c).

VII. COLLABORATED WITH: Medical Staff, Administrative Assistant to Clinical Services.

VIII. RESCISSIONS: MS-02, Physician On-Call Coverage dated June 3, 2014; MS-02, *Physician On-Call Coverage* dated August 11, 2010; MS-02, *Physician On-Call Coverage* dated October 7, 2007; MS-02, *Physician On-Call Coverage* dated August 22, 2006; MS-02, *Physician On-Call Coverage* dated March 31, 2003; MSH Policy MS-02, *Physician On-Call Coverage* dated February 14, 2000; HOPP MS-01-96-N, *Physician On Call Coverage*, dated November 1, 1996.

IX. DISTRIBUTION: All hospital policy manuals.

X. ANNUAL REVIEW AND AUTHORIZATION: This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per ARM § 37-106-330.

XI. FOLLOW-UP RESPONSIBILITY: Medical Director.

XII. ATTACHMENTS: None.

Signatures:

Kyle Fouts
Hospital Administrator

Thomas Gray, MD
Medical Director