WEEKEND ON CALL NURSE PROTOCOL

This applies to hourly Nurse positions. The on call nurse is NOT designed to be a "fill-in" nurse for call-ins. It is the facility protocol that employees who "call in" find their own replacement. If they do not find their own replacement, it is the Charge Nurse's job to call staff in an effort to fill the vacancy. ONLY IN AN EXTREME EMERGECNY SHOULD THE ON CALL NURSE HAVE TO FILL A SHIFT.

The duties of the on-call nurse are as follows:

1. Answer questions regarding resident/tenant's care;
2. Take calls regarding potential reportable incidents incurred by resident/tenants (fall, fracture, transfers to hospital for injuries, elopements, choking, etc.);
3. Report any potential reportable incidents immediately to the Administrator/Director and Director of Nursing;
4. Take calls from staff regarding any allegations of abuse (theft, verbal, physical, financial, sexual, missing medications, etc.);
5. **Immediately report** any allegations of abuse to the Administrator/Director;
6. Direct CNA/Universal Workers regarding resident/tenant condition changes that they may have questions about or are having difficulty handling;
7. Take calls from staff regarding any family concerns and relay those concerns to the Administrator/Director or Director of Nursing; and
8. Answer any other nursing questions.

The on-call nurse is expected to always carry and answer their cell phone while on-call. The on-call nurse must refrain from consuming alcohol while on-call and must be able to physically report to the facility within one hour of any request.

Compensation

The on-call nurse will be compensated $100.00 for weekend call (Friday 5:00 p.m. through Monday 8:00 a.m.). The Director of Nursing will be on call during weeknights unless otherwise arranged. The on-call nurse will be compensated their regular hourly rate for time worked if required to report to the building.

Nurse (Printed Name)	Date of hire
Nurse Signature	Date
Director of Nursing	Date
Administrator/Director	Date

A COPY OF THIS AGREEMENT MUST BE SENT TO HCI PAYROLL UPON HIRE BEFORE PAYMENT CAN BE PROCESSED

(this protocol agreement supersedes any other agreements in place prior to: July 4, 2021)