
Diagnostic Services – Department of Radiology – Diagnostic Division

SUBJECT/TITLE: MR & CT CALL COVERAGE DURING VACANCY/ILLNESS

PURPOSE: To define mechanism to assure coverage when vacancy or illness occurs

DEFINITION: None

PROCEDURE:

1. The lists are organized from the most senior to the least senior technologist.
2. New employees will be added to the bottom of the list after orientation.
3. Every effort will be made to give as much notice as possible.
4. Volunteering for call will count as a vacancy assignment.
5. If a person is sick the day they are schedule to take call, they must inform the Clinical Chief or assigned person in charge by 10:00am so call can be delegated.
6. If a person has filled a vacancy and other technologists have later been added, the rotation goes to the bottom of the list up to that technologist who has fulfilled his/her rotation on that list and will rotate to the next technologist in turn.
7. Trades are allowed. The person filling the vacancy receives credit for the coverage, and the rotation remains with the original assignee.
8. In the event that the person who is scheduled to cover call on the weekend cannot (e.g. illness, family death), he/she must notify the next person on the assigned rotation who will then be responsible to cover.
9. It is the responsibility of the person who is assigned call to work (take call) or to find a replacement.