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| 1. GENERAL STATEMENT OF POLICY:

It is the policy of the Psychiatry Outpatient Clinic to be available to patients 24 hours a day, 7 days a week. While clinical hours are limited, patients have access to psychiatric and substance abuse consultation through the Department of Psychiatry answering service.1. SCOPE:

This Policy covers the Psychiatry Clinic.  1. ADMINISTRATION:
2. The formal clinic hours are Monday through Friday 8:00 am to 5:00 pm.
3. EAP therapy sessions and SWIAD sessions are scheduled after 5:00pm. Monday through Friday.
4. Access to the Department of Psychiatry answering service is obtained by telephoning (806) 743-2800. The answering service will contact the resident physician and /or counselor on call during the time of the patient’s initial telephone contact. There is a resident, attending physician, and an EAP/substance abuse counselor assigned to the call schedule to manage the need of patient’s appropriate necessary, for assistance in resolving a crisis.
5. Emergency psychiatric problems are managed at Covenant Lakeside Hospital 24 hours a day- 7days a week by the same call schedule as described above.
6. Distribution: The policy shall be distributed to Psychiatry.
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