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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. |