Ward Team Expectations

Caps:
- New admissions per day: 5 per Intern, 10 per Resident
- Transfers per day: 2 per Intern, 4 per Resident
- New admissions per 2 days: 8 per Intern, 16 per Resident
- Total patients: 10 per Intern, 20 per Resident (14 for Resident with 1 intern) *
- Management attending: 2 patients July-October, 4 patients November-June *

ICU call outs with your management attending must be accepted, regardless of management cap. If team capped for total census of 20, patient to go to different Ward team.

*On an ongoing basis, meaning if an Intern starts with 10 patients, and discharges 3, they could still see 3 new admissions that day, only carrying 10 over to the next day.

Work hours:
- Interns MUST have 10 hours off between shifts. You may need to help your interns finish notes or an admission to be sure this happens. Residents MUST have 8 hours off between shifts.

Schedule:
- Monday through Friday:
  - 6:45am – 7:00am Check-out
  - 7:00am – 8:00am Morning Report/EKG conference
  - 10:00am – 11:30am Attending Rounds (flexible)
  - 12:00noon – 1:00pm Noon Conference
  - 4:00pm – 4:30pm Check-out
  - Answer you pager until 6:00pm.

- Saturday and Sunday:
  - 6:45am – 7:00am Check-out
  - 10:00am – 11:30am Attending Rounds (flexible)
  - 4:00pm – 4:30pm Check-out
  - Answer your pager until 6:00pm.

- Long call every 4th day:
  - Day: Monday – Friday, triage admissions to other teams 7:00am – 3:00pm
  - Saturday and Sunday, admit for all Ward teams 7:00am – 3:00pm
  - Evening:
    - Sunday – Saturday, admit for all Ward teams 3:00pm – 7:00pm, and EFIT, MiM, and Onc teams 4:00pm – 7:00pm.
    - Whole team stays, and leaves by 8:30pm at the latest.
    - Resident may temporarily close to admissions in order to avoid getting too many admissions that would endanger patient safety or keep the team later than 8:30pm.
    - If you meet resistance from attendings, call the Chief Resident, or on-call Faculty.
    - If an EFIT or Caritas comes in after you cap, you can use the 4pm night float intern to start the admission, and staff directly with the Attending.

  - When taking admissions in the evening or on the weekend, have discussions with the admitting attending to put as many of those patients on your team as possible.

Conference:
- Be on time.
  - Team on long call presents 1 case at Morning Report with a teaching point.
  - Keep teaching points to 2-3 minutes, and present new information or studies.

FIT Pager:
- For Caritas patients who call, you must enter a telephone encounter in eSummit in the ambulatory context. Please do not refill meds after hours or on weekends. If the patient requests a refill, create a telephone encounter and route to the resident of the month pool (P HN GME INT MED RESIDENT OF THE MONTH).
  - For Caritas patients in the ED who need urgent follow-up, or for new patients in the ED whom they would like to refer to Caritas urgently, call Jean at x61571, or e-mail Jean.Cunningham@sclhs.net with patient name, DOB and reason for follow-up.