USE OF CELLULAR PHONES

Purpose:

To define the appropriate use of cellular phones by employees and volunteers while on duty.

Policy:

1. The use of cellular phones is prohibited in the following areas of the hospital.
   a. MICU
   b. SICU
   c. PICU
   d. NICU
   e. OR
   f. Recovery Room
   g. Labor & Delivery
   h. Burn Unit
   i. Telemetry (7K)
   j. Heart Cath Lab
   k. Special Procedures

1. The use of cellular phones is limited to those times when an employee or volunteer are on break from their work assignments.

2. Cellular phones are not to be used by employees while in their work areas, including elevators, nursing stations, any patient care
or diagnostic area. Phones are to be turned off when the employee is not on break.

3. Cellular phones may be used in staff lounges-break areas, the cafeteria or designated smoking areas.

**Exception:** Hospital drivers may utilize cellular phones in order to expedite response to requests; phones are to be used for hospital business only.

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Administrator

4/21/04
Date

Approved by Clinical Board: 4/20/04
Written: 3/04
Revised: