

### **Scheduling and Staffing - Neuroangiography Lab**

**Purpose:** Due to the emergent nature of procedures and the types of procedures that will be performed in this area, scheduling and staffing guidelines are necessary. The purpose of these guidelines is to ensure that the suite is readily available for a patient and the integrity of the environment in the suite is maintained.

**Policy:** Scheduling:

This angiography lab is dedicated primarily to neurointerventional radiology procedures. As such only neurointerventional cases will be scheduled. The scheduling of cases will be approved by the neuro interventional radiologist or his or her designee. In order to obtain availability of the lab, the Interventional Radiology charge nurse, Kim Paul, RN can be contacted at 57957. The charge nurse will obtain the necessary clinical information and verify that the requested case can be performed in the lab. If approved, the charge nurse will coordinate nurse, anesthesiology and technologist support.

When there are no neurointerventional cases scheduled in the lab, other cases may be performed with approval from the neuro interventional radiologist or his or her designee. There are to be no dirty cases performed in the Lab.

Staffing:

The normal operating hours for the lab will be 7:00 to 4:00 Monday through Friday. Two technologists and one RN will be the minimal level of staffing for these hours. Coverage for procedures after the normal operating hours will be provided by call teams. In order to ensure availability of the call teams, non emergent cases will not be performed after 4:00 pm.

The call teams will consist of a primary team and a backup team. These teams will provide coverage for the Special Procedures lab, neuroangiography lab and vascular lab (RT only). The intent of the call teams is to provide coverage for emergencies. One of the teams must be available for the neuroangiography lab at all time. Therefore, if a team has already been activated, the backup team can only be activated for a neurointerventional procedure. In the event of a conflict concerning prioritization of coverage, the requesting physicians must determine the order of cases.

LSUHSC Shreveport  
Radiology Department  
Proc 15.39

Written: 5/2/07  
Revised: 01/09