

STAFFING

Purpose:

To define the staffing and coverage provided for support of the RIS by the Radiology Department. Server and Network support is provided by the IT Department.

Policy:

The Radiology Management System is staffed by one full time Manager. After-hours support is provided by the RIS Supervisor and 2 support personnel.

Coverage:

- Office hours are Monday – Friday, 0730 – 1600.
- After hours support is provided Monday – Thursday, 1601 – 0730.
- Week-end support begins Friday 1601 and ends Monday at 0730.
- Holiday after hours support begins at 0700 and ends 0730 the following day

Written: 12/28/06
Revised: 01/09