

## **AFTER HOURS EMERGENCY PHONE CALL POLICY**

The Women's Clinic OB office hours are **Monday-Friday 830am-430pm**. If you need to speak to one of us by phone you must call us during business hours.

If you call the office after hours OR during weekends/Holidays, you will be connected to our answering service. **ONLY EMERGENCY CALLS WILL BE FORWARDED TO THE DOCTOR ON CALL.**

**PLEASE NOTE: THERE WILL BE NO MEDICATION REFILLS DONE AFTER HOURS, NO EXCEPTIONS**

If you are experiencing a problem or have a concern, Please refer to the resources we have provided for you: **ACOG book & informational sheets as a reference FIRST**. The majority of your questions and concerns can be answered this way.

**Non-Emergent calls must wait until OB business office hours. These calls will not be addressed after hours by the on call doctor.**

We have provided some of the potential problems OR concerns you may experience. If you have any of these complaints follow instructions listed. If after you have done our recommendations and have no relief in your emergent symptoms, you need to **GO TO THE HOSPITAL FOR EVALUATION**. Once you have been evaluated, the nursing staff will contact our doctor on-call.

**PLEASE DO NOT CALL THE DOCTOR ON CALL YOURSELF PRIOR TO GOING TO HOSPITAL;** Labor & Delivery will call to inform the on call doctor of your admission

**I HAVE READ & UNDERSTAND THIS POLICY**

Signature \_\_\_\_\_ DATE: \_\_\_\_\_

Print Name \_\_\_\_\_