

# On-Call Log

Week of \_\_\_\_\_

**Staff Person on Call:** \_\_\_\_\_

**Clinician on Call:** \_\_\_\_\_

**Management on Call:** \_\_\_\_\_

Date	Time Page Received	Customer	Call Back Time	Nature of Call	Emerg Y/N	Response As Per Code	Total Time Involved	Milage

**Total Hours out responding to calls:** \_\_\_\_\_

**Response Codes:**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>A. After hours emergency - handled per phone call after hours</li> <li>B. After hours emergency handled per store visit</li> <li>C. After hours emergency handled per home visit</li> <li>D. Emergency call referred to clinician</li> <li>E. Emergency call referred to management</li> <li>F. Emergency call direct to normal business hours</li> </ul> | <ul style="list-style-type: none"> <li>1. New Set-Up</li> <li>2. Equipment Failure</li> <li>3. Client/Caregive Re-education</li> <li>4. Supplies</li> </ul> |
|--|---|

**Notes/Comments:** \_\_\_\_\_