



Call Guidelines for Residents' in Otolaryngology-Head and Neck Surgery

1. All residents rotating through the Otolaryngology-Head and Neck surgery service at Hamilton Health Sciences or at St. Joseph's Hospital will do call. The weeknights and the weekend call are home calls and follow the PARO guidelines ([http://www.myparo.ca/Top Things To Know](http://www.myparo.ca/Top_Things_To_Know)).
2. Please note that call during weekdays is from 08:00 to 8:00 hrs the following day and during weekend is from Friday 17:00 to Monday 08:00 hrs unless notified differently.
3. The Chief resident is responsible to make the on call list. A call list schedule will be distributed for each site. You must contact the Chief resident for any special requests.
4. Call requests and/or vacation requests from residents for the block are due on the first day of the previous block. These requests are based on a first-come first-serve basis except during Christmas Holidays where the requests are prioritized based on seniority of residency at McMaster University.
5. Residents are allowed to ask for a maximum of 2/4 weekends off call (Friday-Sunday) and 5 additional weekdays off call maximum per one-block rotation.
6. The call schedules must be distributed no later than 2 weeks before the starting date.
7. Changes to the call schedule after the schedule is published, should be arranged by the residents involved in the switch. The change needs to be approved by the Chief resident. The paging service of the hospital must be advised of the change.
8. The first and second year Otolaryngology-Head and Neck surgery and off-service residents' call is teamed with a more senior resident. The first year resident and off-service residents must review all cases with the senior resident. All admitted patients must be reviewed with the senior resident doing backup call and discussed for approval with the staff. All patients that need to go to the operating room must be seen also by the senior resident doing back up call.
9. The third and fourth year off service residents take first call.

10. The fifth year residents are exempt from call after March 31st. Exceptions include: taking first call during the annual CSOHNS meeting and must resume to taking back up call after the Royal College exam.
11. The amount of calls should be equally distributed amongst all residents, balanced over the course of the year.
12. Residents may need to do cross coverage over the two sites, Hamilton Health Sciences and St. Joseph Healthcare Hamilton.
13. Residents must report to the staff all patients seen during call.
14. Residents are only responsible for in-house calls. Residents must not respond to a call coming from outside the hospital, it should be directed to the staff on call.
15. Residents must answer their pager within 10 minutes of receiving a call and must reside within 30 minutes from the hospital.
16. There should not be less than 2 residents on call for any citywide weekend (Friday-Sunday) call.

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