## Stroke Strategy:

## Registration Clerk Notification – Boundary Trails Health Centre

■ **Complete for each patient and place on health record**

| Notification Steps | | |
|---|---|---|
| Page overhead 3 times:<br>➢ For patients who present to the Emergency Department (ED), page "Code 25 Stroke".<br>➢ For patients who are arriving by ambulance, page "Code 25 Stroke, ETA _____ minutes". | Time of Overhead Page:<br><br>_____ | |
| Telephone: | Time Called / Staff Initials | Callback Time / Staff Initials |
| Dial HSC priority paging at 1-204-787-7555<br>➢ State Telestroke location BTHC, provide ETA if known using the 24 hour clock.<br>➢ They will ask for a call back number 1-204-331-2298 (HIS ED Reg. Clerk desk).<br>    o 0700-2300 Hr.: Give as much pre-notice as possible.<br>    o 2300-0700 Hr.: Give only 15 min. pre-notification. | | |
| 1. Contact Imaging Department:<br>➢ <u>REGULAR HOURS MONDAY - FRIDAY (0800 – 1600):</u> call CT dept., at ext. 40470 and inform CT tech that this is a "Code 25 Stroke";<br>    o If CT Tech cannot be reached, notify DI Clerical Staff at ext. 40811<br>➢ <u>AFTER HOURS/WEEKENDS/STATS (1600-0800 hr.):</u> contact x-ray tech on site at ext. 40860;<br>    o If no response, page overhead "X-ray department, call. 40586, Code 25 Stroke"<br>    o If no response by X-ray dept. within 5 min., call CT tech on call.<br>      ■ Inform CT Tech that this is a "Code 25 Stroke". | | |
| 2. Contact Lab Technologist:<br>➢ REGULAR HOURS - 0700-1600: phone lab at ext. 40891<br>➢ AFTER HOURS (1600 – 0700): phone lab at ext. 40891<br>    o If no answer page overhead "Lab, call 40586, Code 25 Stroke". | | |
| 3. Contact Radiologist:<br>➢ <u>REGULAR HOURS MONDAY-FRIDAY:</u> CT tech informs radiologist<br>➢ <u>AFTER HOURS/WEEKEND/STATS</u> (1600-0800 hr.): call Radiologist on-call according to on-call schedule.<br>    o Inform radiologist that this is a "Code 25 Stroke". | | |
| 4. <u>If Telestroke Neurologist has not acknowledged the page within 5 minutes</u>, re-dial HSC paging 1-204-787-7555 and state that the Telestroke-Neurologist has not responded, call every 5 minutes until the neurologist calls back. | | |