

MACPEDS BACKUP ACTIVATION SYSTEM –
UPDATED APRIL 2020

Terms of Reference:

Back Up Resident = Resident assigned on the final call schedule (located on Citrix) to cover a night shift (converting to 24 hours if indicated) if a junior or senior is unable to complete their shift.

Backup Activation

A resident is only eligible to activate backup within 24 hours of their call shift for emergencies (including family emergencies). If a resident is aware that they will be unable to work a call shift more than 24h before the start of the shift, they are responsible for finding a suitable replacement prior to the shift.

Step 1

Email the chief account **and** phone your senior resident (if applicable) if you have made the decision to activate back up.

Weekday Night Float Shifts

Step 2. If the shift to be missed is a weekday float shift, you must phone the resident who is on backup call. A list of all pediatric residents' phone numbers has been circulated and is attached to this email. **Please do not email- this is too slow!**

If you are unable to physically make phone calls (due to severe illness or emergency travel), please phone the chief resident and they will contact the backup resident on your behalf.

Step 3. If you are unsuccessful at contacting the backup resident, you must phone the chief resident directly.

Weekend

Step 2. On weekends (Friday night – Sunday), pediatric residents are assigned to backup call in the circumstance that the junior or senior resident covering overnight weekend shifts and certain daytime shifts cannot come in for call.

If the weekend daytime PICU resident is unable to work, the senior on backup call will be activated for the day. It is the responsibility of the resident activating backup to directly call the backup resident and email the chief account in a timely manner. If the resident activating backup cannot get a hold of the backup resident, they must call the chief resident.

If the weekend daytime SPR is unable to work, the backup SPR will only be activated *if* there is no fellow on call *and* more than 32 patients admitted cumulatively to Team1, 2 and 5. The daytime SPR who is unable to work is responsible for calling the chief resident to discuss the status of the teams.

If the weekend daytime JPR is unable to work, the team may function with one less resident during the day. The decision to activate the JPR for days will be made in discussion with the chief resident, senior resident and daytime CTU staff on a case by case basis. The junior resident who is sick must therefore call the chief resident if they will not be coming for their weekend day shift.

For weekend night float shifts, expectations for activating backup are the same as weekday night float shifts (please see above).

In cases where the junior or senior pediatric resident has already worked a day shift and must cover a night call for a sick resident, their call will be converted to a 24-hour shift. A post-call day will be granted for the next day.

Extra Information

If you are the assigned back up resident and are sick (and therefore unavailable for backup should activation occur) you must contact the chief residents to notify them.

If backup residents and chief residents have been used to cover activated

shifts, the chief resident will contact all available program residents to find appropriate coverage.

Residents are responsible for knowing when they are on backup call.

If a resident tries to book time off or is scheduled to be post call after the final block call schedule or final year backup schedule comes out then they will be responsible for finding an appropriate swap of their backup call and notifying the chief residents with this information well in advance of their backup call date.

Residents on backup need to ensure they can be readily contacted by phone throughout their entire time on backup call. Residents activated before handover should be prepared to start work at 4:30pm (handover), for night call activations. Residents activated after handover should report to the hospital within ONE hour of being activated.

Residents can be activated more than once during each group of consecutive days they are on backup call. For example, if a resident is on backup call Monday – Thursday night, if they were activated on Monday, they would be postcall on Tuesday, and would be available to be potentially activated again Wednesday and Thursday. If both residents on backup call have been activated and unavailable to be activated again (ie. post call), the chief resident will be activated. This would reset if the resident is on backup call Friday – Sunday of the same week. Residents who are activated for daytime weekend call can be activated for consecutive weekend days.

During weekday daytime shifts, residents rotate through mandatory core rotations. As a result, we will be unable to find any daytime resident coverage should a resident call in sick. The service the sick resident is on will need to find additional coverage, or manage without the resident for that day.