**UC Riverside, School of Medicine Policies and Procedures**
**Policy Title**: UCR Health Hospitalist Program at Riverside Community Hospital – Admission Policy
**Policy Number**: UCR HHP 9.0

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| **Responsible Officer:** | Director of Hospital Medicine |
| **Responsible Office:** | UCR Health Hospital Medicine |
| **Origination Date:** | 12/16/2015 |
| **Date of Revision:** | |
| **Scope:** | UCR Health Hospitalist Program |

I.  **Policy Summary**
   a. To constitute official policies amongst UCR Health Hospitalists.
   b. To ensure clear and concise communication between hospitalists and nurses during admissions and turnovers.

II. **Definitions** (Not Applicable)

III. **Policy Text** (Not Applicable)

IV. **Responsibilities** (Not Applicable)

V.  **Procedures**
   1. The admitting Hospitalist or Nocturnist will use the MediTech – UCR Order Set, including assigning the admitted patient to the appropriate Team Color and Pager Number.
   2. The admitting Hospitalist or Nocturnist going off service will also do a MediMobile handoff to the incoming Hospitalist, who will be taking over care of their patients.
   3. Ensuring the utilization of the UCR Order Set will enhance the team's workflow, best practices will be communicated through different levels of care, and this will reduce the number of unnecessary calls from nurses to Hospitalists and Nocturnists for clarifications and questions about orders.

VI. **Forms/Instructions** (Not Applicable)

VII. **Contacts**

| Contact | Phone | Email |
|---|---|---|
| Director of Hospital Medicine | 951-827-7662 | mnduati@medsch.ucr.edu |
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**VIII.**  **Related Information** (Not Applicable)

**IX.**  **Revision History**

New Policy (Creation Date: December 16, 2015)
Revision Date:

**Approval Signature(s):**

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