



How to access on-call lists

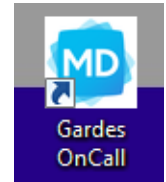
PetalMD

PetalMD is a computer system for hospital on-call list management and distribution. It replaces the on-call lists in Meditech or any other format previously used.

On-call physicians' schedule for each facility will be available to all employees and updated in real-time.

Accessing the system

Simply click on the PetalMD icon on your workstation. You must be logged in the network. You don't need a username or password to view the console.



In this document

In this document, you will find the following information:

- 1) Who's on-call – how to search? (page 2)
- 2) Who's on call now dashboard (page 3)
- 3) What do labels in the hospital dashboard mean (page 4)

You will also find documentation by clicking on the PetalMD logo on Boulevard's home page.

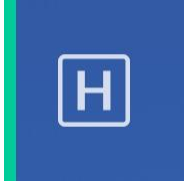
Questions?

Contact one of the following key contacts:

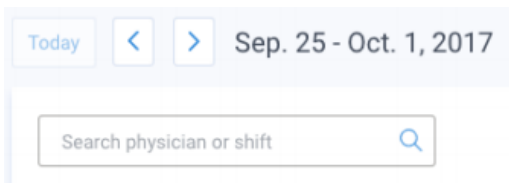
- Jocelyne Martin (Jocelyne.Martin@VitaliteNB.ca)
- Beauséjour Zone: Vicky Leblanc (Vicky.LebLanc2@VitaliteNB.ca)
- Northwest Zone: Caroline Ruest (Caroline.Ruest@VitaliteNB.ca)
- Restigouche Zone: Marika Savoie (Marika.Savoie2@VitaliteNB.ca)
- Acadie-Bathurst Zone: Lucie Guitard (Lucie.Guitard@VitaliteNB.ca)

1. Who's on-call – how to search?

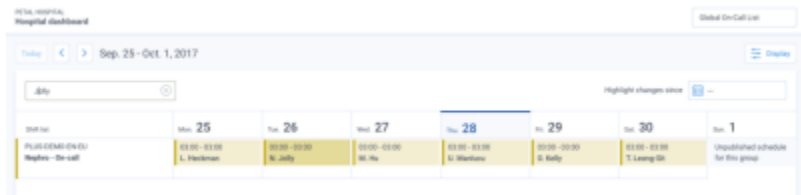
By clicking on the Hospital Dashboard icon, you will access the console schedule.



To search an on-call physician, you only have to type their name in the search bar.

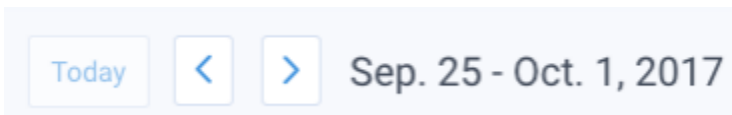


Shifts to which this physician is assigned will then appear on the screen, for the current week.



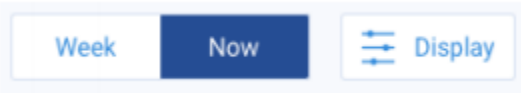
Afterwards, you can navigate to other weeks by clicking on the arrows at the top of your screen and see their agenda for previous or upcoming weeks.

By clicking on the physician's name, you will see his/her contact information. The telephone or pager number to contact him/her can only be seen if the physician willingly chose to share it. Otherwise, only operators in your facility will have access to this information as it is the case now.



2. Who's on call now dashboard

1. You can toggle between the Now and Weekly dashboards by using the following button. Your preference will be kept and reused every time you log back into the system:

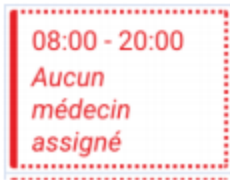


2. The first column shows who is currently covering a shift. This assignment is based on the **Current** time while the **Next assignment** shows who's the next person that will be affected to a particular shift kind. You can also visualize when the next person's shift will start.

Shifts list	Current	Next assignment
EMERG-DEMO-EN Emergency - Night	No physician required	00:00 - 08:00 B. Wood In 13 hours
EMERG-DEMO-EN Emergency - Day	No physician required	16:00 - 00:00 S. Johnson In 5 hours
PLUS-DEMO-EN-AA Cardiology - On-call	08:00 - 08:00 V. McNamara	08:00 - 08:00 C. Rinne In 21 hours
PLUS-DEMO-EN-CL Gastro - On-call	08:00 - 08:00 H. Syed	08:00 - 08:00 D. Rinne In 21 hours
PLUS-DEMO-EN-EU Nephro - On-call	03:00 - 03:00 U. Manikucu	03:00 - 03:00 Q. Klein In 16 hours
PLUS-DEMO-EN-CSL ObGyn - On-call	08:00 - 08:00 J. Desai	08:00 - 08:00 K. Gula In 21 hours
PLUS-DEMO-EN-HV Respirology - On-call	08:00 - 08:00 C. Almanfalud	08:00 - 08:00 I. Desai In 21 hours
PLUS-DEMO-EN-SS General Surgery - On-call	08:00 - 08:00 F. Smith	08:00 - 08:00 C. Ali In 21 hours
PLUS-DEMO-EN-CSL Cardiology - Rounds	08:00 - 08:00 J. Desai	08:00 - 08:00 K. Gula In 21 hours
CARDIO-DEMO-SS General Surgery - Rounds	Unpublished schedule for this group	Unpublished schedule for this group

3. Any shift trades that occur among members in a medical service will be updated on the dashboard in real time. If a user remains on the dashboard view and the hour changes, the current and next assignments will automatically be refreshed to show the new assignments.
4. When a user leaves PetalMD, the last toggle selection will be kept for further sessions. For instance, if you sign out while the **Now** dashboard view is selected, it will be the next presented view when you log back in.

3. What do labels in the hospital dashboard mean



This label indicates that a physician should be assigned to this shift, but no one is at the moment. The red label underlines the importance of this coverage problem.



This label indicates that the configuration that allows the assignment information to be shown in the dashboard is not appropriate. Immediately contact PetalMD's support team so they can make adjustments.



This label indicates that no physician is required for this time slot.



This label indicates that the group didn't publish their group schedule for this time slot yet. Hence, the assignment is unavailable in the console.