



COHESIVE HEALTHCARE MANAGEMENT & CONSULTING

Mangum Regional Medical Center

TITLE		POLICY	
Hours of Operation		201	
MANUAL	EFFECTIVE DATE	REVIEW DATE	
Rehabilitation			
DEPARTMENT	REFERENCE		
Rehabilitation Services			

SCOPE: All rehabilitation staff members serving at Mangum Regional Medical Center.

PURPOSE: To establish Hours of Operation for Rehabilitation Service Departments

POLICY: The scheduled hours of operation shall meet the scope of services, the patients’ plan of care and payor guidelines.

PROCEDURE:

- Hours of Operation may be modified in response to changes in patient volume, complexity of care, based on facility needs, and/or scope of services with the approval of the Rehabilitation Director, Facility CCO/CNO or designee.
- A list of professional therapy staff home telephone numbers is provided to the Rehab Director, Therapy Directors and Hospital Administration in the event of an emergency during non-operational hours.
- Staff shall follow the hospital’s policy regarding planned and unplanned absences.
- Lunch break is 30 minutes. If you require a longer break, please communicate this to your supervisor and hospital administration.
- Rehabilitation services shall generally be available:

PHYSICAL THERAPY

Monday through Friday: 8:00 am to 4:30 pm

OCCUPATIONAL THERAPY

Monday through Friday: 8:00 am to 4:30 pm

SPEECH-LANGUAGE PATHOLOGY

Monday through Friday: As needed, dependent on caseload

ATTACHMENTS

REVISIONS/UPDATES

Date	Brief Description of Revision/Change