

WEEKEND AND BANK HOLIDAY COVER FOR CT SCANNING FOR STROKE PATIENTS ONLY

Category A - 7am – 11pm service (**IMMEDIATE SCAN**) **Mon – Sunday (inc. Bank Holidays)**

BANK HOLIDAY FRIDAY/MONDAY

There is a CT radiographer is on site at all times. Please contact on 0161 419 4782. Liaise with the radiographer re time for scan. Referrals should be made electronically on Patient Centre where possible.

If a written request card is made, take the completed request card (with a contact name, number/pager on the request form) to reception desk in X-ray A and ask them to enter the patient's details onto CRIS.

Take the patient to CT scan at the time given by the radiographer. Patient will be prioritised for access to the next available scan room.

The patient will be scanned.

The scans will be reported by the CT Head Reporting Advanced Practitioner Radiographers or radiologist between 08:00 – 17:30 Monday to Friday, outside these times images will be sent to Medica for urgent report within 30 mins.

Medica will contact the number on the request card when the report is available on CRIS.

24 HOUR FOLLOW UP SCANS MUST BE ARRANGED VIA THE ON DUTY CT RADIOGRAPHER.

[STROKE TEAM TO Check on PACS for results](#)

DO NOT CONTACT ON CALL RADIOLOGIST FOR STROKE PATIENTS

WEEKENDS AND OUT OF NORMAL WORKING HOURS

Category B - 24 hour service (**SCAN WITHIN 3 HOURS**)

The CT radiographer will be based in Radiology A or CT scan dept. Liaise with the radiographer re time for scan. The radiographer will respond with urgency.

Referrals should be made electronically on Patient Centre where possible.

If a written request card is made, take the completed request card (with a contact name, number/pager on the request form) to reception desk in X-ray A and ask them to enter the patient's details onto CRIS.

Take the patient to CT scan at the time given by the radiographer.

The patient will be scanned.

The scans will be sent to Medica for urgent report within 60 minutes.

Medica will contact the number on the request card when the report is available on CRIS.

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Category C – 24 hour service (**SCAN WITHIN 24 HOURS**)

These patients can wait until the following day. Request referral via patient centre and ask for scan on following day (include day/date of when scan is required). If a bank holiday Friday, they can be scanned Saturday via the CT radiographer in the department and reported by Medica.

If bank holiday Monday, these patients can be scanned on Tuesday and reported by SHH.

DO NOT CONTACT ON CALL RADIOLOGIST FOR STROKE PATIENTS

ALL REQUESTS SHOULD CLEARLY HAVE THE FOLLOWING

1. Category of patient
2. Time and date of onset of symptoms
3. Contact name, number/ pager.

If the CT radiographer is busy scanning already, category A patients will take priority. If the radiographer is busy doing an interventional procedure elsewhere in the hospital alternative scanning arrangements will be made.

Christine Hooson
Radiology Operational Lead
1/11/17