

**HACKETTSTOWN REGIONAL MEDICAL CENTER
CARDIO PULMONARY POLICY MANUAL
DEPARTMENT FUNCTION**

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Origin: Cardio Pulmonary
Authority: Cardio/Pulmonary Manager
Page: 1 of 1

Purpose: The function of the Cardiology department is to assume responsibility for all technical aspects of cardiology testing including EKGs, EXERCISE STRESS TESTING, NUCLEAR STRESS TESTING, HOLTER MONITOR APPLICATION AND SCANNING, EVENT MONITOR APPLICATION, ELECTROENCEPHALOGRAMS, AND BIO-Z MONITORING. Testing is provided only to patients by a specific written prescription by the attending physician.

Procedure:

1. Technical Staff
 - a. Cardiopulmonary Manager
 - b. Cardiology Technician- 6:30 am-7:30 pm on Monday through Friday and 7:00am- 7:30pm on Saturday and Sunday.
 - c. Echocardiogram Technician- 7:00 am – 7:30 pm, 7 days a week
2. Location of department and equipment
 - a. Office and Testing Area- 2nd floor in the West Wing
3. Medications
 - a. Rescue Kit and Anaphylaxis Kit provided by the Pharmacy Department will be available at all stress tests.
4. Duties of the attending physicians
 - a. Initiate individual patient prescriptions. Orders must be written and signed. Verbal orders will be accepted and then followed by written order within 24 hours by a nurse.
 - b. Daily interpretation of electrocardiograms.
 - c. Timely confirmation of stress tests reports.
 - d. Presence at time of stress testing.
5. Equipment and Supplies
 - a. Technicians are responsible for the care and cleaning of all cardiology equipment.
 - b. Technicians are responsible for keeping electrocardiogram carts stocked and ordering all supplies necessary from the HRMC stockroom. They are required to utilize the Par Level System in place in the Cardiopulmonary Department Storage Room.
6. Employee Orientation
 - a. New personnel will attend a general orientation as well as an orientation in the department.
 - b. Current personnel will complete an annual employee competency.