

Radiologic Associates of Fredericksburg, Ltd.

Policies and Procedures for Curbside Consults

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Approved: CEO

Policy:

It is the policy of RAF/MIM to implement and maintain appropriate and reasonable safeguards for our physicians who are asked to consult on a patient who is not currently under our physician's care and/or may be unknown to our physician. These types of consultations will be further noted as "Curbside Consultations" in this policy.

Scope:

Consulting physicians who render an opinion on a patient without examining them are all participating in a physician-patient relationship. While all physicians need to be cautious, it increases knowledge between physicians and may be highly beneficial in the overall care and treatment of patients.

Background:

Liability greatly increases when you participate in a curbside consultation when the following conditions exist:

1. It is a complex situation.
2. The questions being asked are specific in nature versus general.
3. If you need to examine the patient to give good advice.
4. You know your advice is being used to make or confirm a diagnosis, admission, or discharge decision.

Purpose:

The purpose of this policy is to establish guidance on curbside consultations with other physicians and to ensure that the patient's medical record is updated appropriately with the physician's consultation notes.

Procedure:

The following procedures will be followed when a curbside consultation is requested:

1. The physician will conduct the consultation.
2. The physician will send a Primordial message to the RAF Concierge or the RAF Office Assistant requesting a “conversation shell” with a note that is to include all information to be transcribed within the shell.
3. The RAF Concierge or RAF Office Assistant will create the shell in the RAF PACS system and transcribe the note within the conversation shell.
4. The RAF Concierge or RAF Office Assistant will notify the physician once this has been completed.
5. The physician will review and sign the dictation in the RAF PACS system.
6. A copy of Curbside Consultation notes will be faxed to the referring physician’s office to be scanned into the patient’s medical record.