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A Saturday on-call note is not a named owner

A sticky note does not name the owner.

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Before the office closes Saturday, write each still-open line

One shared log line. Still-open lines only.

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Include the callback window

A blank window is not a match.

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Include the callback number

One number for each unmatched line.

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Write the request in the caller's words

Do not add clinical advice.

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Name the owner

An on-call note is not an owner.

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Mark closed lines closed

Use your practice's written urgency rules.

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Get the intake checklist

https://digital4doctors.us/guides/after-hours-patient-intake.pdf

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Start a clearer Saturday log

https://digital4doctors.us/start/