

On Court Coach

(The person who makes sure everything gets done!)

1. Calls morning huddles (2) and afternoon huddle as required
2. Ensures all entries on the treatment room board are correct and updated as required
3. Matches vet/nurse pairs
4. Ensures everybody is in their optimal roles throughout the day (vets and nurses)
5. Ensures that all patients are health checked and that blood is drawn and run as required
6. Ensures surgery patients are premeded in a timely manner depending on surgery vet timetable
7. Ensures medical patients have cage cards with clear instructions regarding frequency of observations required by the vet/nurses, what and when with regards to meds, fluids etc

That patients are given access to food and water as appropriate.

During the day

8. Checks washing situation and makes sure that it proceeds throughout the day as necessary

Later

9. Ensures folders/bags are made up, handwritten instructions to clients are clear, and take-home drugs are made up.
10. Ensures post op and medical patients' owners have been updated and discharge times, as appropriate, have been arranged
11. Ensures accounts are finalised and discharge instructions are clear
12. Ensures administration tasks are prioritised, completed or rescheduled.