

**Thunder Bay Regional Health Sciences Centre  
DEPARTMENT CLOSURES – Holiday Period 2021-22**

DEPARTMENT	HOURS OF OPERATION / NOTES
<b>Academics &amp; Interprofessional Education</b>	Closed December 27 & 28 and January 3
<b>Admitting</b>	Full service
<b>Ambulatory Care</b>	December 25 - Closed January 1 – Closed December 26, 27, 28, Jan 2, 3 *Weekend service
<b>Biomedical</b>	Closed December 27 & 28 and January 3
<b>Cancer Centre</b>	Closed December 27 & 28 and January 3
<b>Cardiac Cath Lab</b>	Closed December 24 & 27 and January 3
<b>Cardiac Diagnostics</b>	<b>Echo:</b> December 25 – Day shift scheduled for Urgent IP; On call for the evening <b>Stress Testing:</b> December 27 to January 3 – Closed <b>Holters:</b> December 27, 28 and January 3 – Closed
<b>Cardiovascular Rehabilitation</b>	Closed December 27 & 28 and January 3
<b>Clinical Genetics Program – Suite 300B, 984 Oliver Rd. (Prevention &amp; Screening Clinical Services)</b>	Closed December 27 & 28 and January 3
<b>Clinical Research Services Department (including Trials)</b>	Closed December 27 & 28 and January 3
<b>Communications &amp; Corporate Relations</b>	Closed December 27 & 28 and January 3
<b>Complex and Chronic Disease (Bariatrics, CCDC)</b>	Centre for Complex Diabetes Care (CCDC) – Closed December 27, 28, January 3 From Dec 29 – 31, services will be limited to inpatient services and urgent outpatient needs and labs. Regional Bariatric Care Centre & Paediatric Healthy Living Program: Closed December 27, 28, January 3
<b>Complex Malignant Hematology (on Unit 1A)</b>	Closed December 27 & 28 and January 3
<b>COVID-19 Assessment Centre</b>	December 25 & 26 – Closed January 1 – 8:00am - 4:00pm

<b>Decision Support</b>	Closed December 27 & 28 and January 3
<b>Diagnostic Imaging</b>	<p><b>Radiology:</b> December 25, 26, 27, 28 and January 1, 2, 3: Weekend staffing but 24-hour coverage</p> <p><b>Interventional Angiography:</b> Closed December 25, 26, 27, 28 and January 1, 2, 3</p> <p><b>CT:</b> December 25, 26, 27, 28 and January 1, 2, 3: Weekend hours (0730-2330). Call after 2330 hours.</p> <p><b>Mammography:</b> Closed December 25, 26, 27, 28 and January 1, 2, 3</p> <p><b>MRI:</b> Closed December 25, 26, and January 1: On Call 8am-4pm</p> <p><b>Nuclear Medicine:</b> Closed December 25, 26, 27, 28 and January 1, 2, 3</p> <p><b>Ultrasound:</b> December 25, 26, 27, 28 and January 1, 2, 3 - ED and in-patient services 7am-11pm (on call 11pm-7am)</p>
<b>EEG (Electroencephalogram) Service</b>	<p>December 24, 27, 31 – Closed</p> <p>January 3 - Closed</p> <p><b>(Not open on weekend)</b></p>
<b>Emergency Preparedness</b>	<p>Closed December 27 &amp; 28 and January 3</p> <p><b>(Not open on weekend)</b></p>
<b>Endoscopy</b>	<p>December 26, 27 – Closed (Staff available on call)</p> <p>January 3 – Closed (Staff available on call)</p>
<b>Finance</b>	<p>December 25 – Closed</p> <p>December 26 – Closed</p> <p>December 27 – Closed</p> <p>December 28 – Closed</p> <p>January 1<sup>st</sup> - Closed</p> <p>January 3<sup>rd</sup> – Closed</p>
<b>Foundation Office</b>	<p>December 24- Closed at 2:00 PM</p> <p>December 27 – Closed</p> <p>December 28 – Closed</p> <p>December 31 – Closed at 2:00 PM</p> <p>January 3 – Closed</p>
<b>Forensic Mental Health Services</b>	<p><b>Out-patient Department:</b></p> <p>December 25, 26, 27, 28 – Closed</p> <p>January 1, 2, 3 – Closed</p>
<b>Fracture Clinic</b>	<p>December 25, 26, 27, 28 – Closed</p> <p>January 1, 2, 3 – Closed</p>
<b>Health Professions and Collaborative Practice</b>	Closed December 27 & 28 and January 3
<b>Health Records</b>	<p><b>Main Health Records</b></p> <p><b>During STAT holidays, the primary contact for Health Records will be the Administrative Coordinator for urgent requests.</b></p> <p>Dec 24 – 0700-1900</p> <p>Dec 25 – CLOSED</p> <p>Dec 26 – CLOSED</p>

	<p>Dec 27 – Regular hours 0800-1600  Dec 28 – 0800-1600  Dec 29 &amp; Dec 30 – 0700-2200  Dec 31 – 0700-1900  Jan 1 – CLOSED  Jan 2 and on – Business as usual</p> <p><b>ICP Health Records</b>  Dec 24 – Regular hours 0800-1700  Dec 25,26, 27, 28 – CLOSED  Dec 29, 30 &amp; 31 – Regular hours 0800-1700  Jan 1 – CLOSED  Jan 2 and on – Business as usual</p>
<b>Hospital Elder Life Program (HELP)</b>	HELP Coordinator, Clinical Nurse Specialist and Volunteers unavailable from December 25 - January 3 (inclusive)
<b>Hospitalist Office</b>	Closed December 27, 28 and January 3
<b>Housekeeping</b>	Regular Hours
<b>Human Resources</b>	Closed December 27 & 28 and January 3
<b>Infection Prevention and Control</b>	December 25 – On Call December 26 and January 1 – Reduced Staff
<b>Information Systems/Information Technology</b>	Dec 25 - No staff on site, after hours on-call emergency support only Dec 26 - No staff on site, after hours on-call emergency support only Dec 27 - No staff on site, after hours on-call emergency support only Dec 28 - No staff on site, after hours on-call emergency support only Dec 29 - Dec 31- Normal business operations, after hours through on-call emergency support Jan 1 - No staff on site, after hours on-call emergency support only Jan 2 - No staff on site, after hours on-call emergency support only Jan 3 – No staff on site, after hours on-call emergency support only
<b>Internal Medicine Clinic (IMC) Anticoagulation Clinic and CHF/COPD Telehomecare</b>	<p><b><u>Anticoagulation Clinic and CHF/COPD Telehomecare:</u></b>  December 27, 28 – Closed  January 3 – Closed</p> <p>Anticoagulation Clinic will not accept new referrals for <b>peri-bridging</b> from December 13, 2021 - January 4, 2022.  Anticoagulation Clinic – December 29-31 - Contact Dr. Lise Mozzon for urgent requests only, no scheduled NP appointments.</p>
<b>Laboratory</b>	<p><b><u>Cytogenetics and Molecular Testing:</u></b></p> <ul style="list-style-type: none"> <li>• Send-out for Cytogenetics and Molecular is not available on Fridays due to courier times (standard protocol).</li> <li>• This practice will not change over the Christmas or New Year Holiday period. <ul style="list-style-type: none"> <li>○ Thursday, December 23, 2021 – Samples must be received in the lab no later than 1200 (noon)</li> <li>○ Friday, December 24, 2021 – Cytogenetics/Molecular not available</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Monday, December 27, 2021 – Cytogenetics/Molecular not available</li> <li>○ Tuesday, December 28, 2021 – Cytogenetics/Molecular not available</li> <li>○ Thursday, December 30, 2021 – Samples must be received in the lab no later than 1200 (noon)</li> <li>○ Friday, December 31, 2021 – Cytogenetics/Molecular not available</li> <li>○ Monday, January 3, 2022 – Cytogenetics/Molecular not available</li> </ul> <p><b><u>Histology/Pathology/Cytology:</u></b>  Monday, December 27, 2021 – Closed  Tuesday, December 28, 2021 – Closed  Monday, January 3, 2022 – Closed  *Quick Sections still available with Pathologists on call.</p> <p><b><u>Flow Cytometry:</u></b>  Friday, December 24, 2021 – Samples must be received in the lab no later than 1200 (noon)  Monday, December 27, 2021 – Closed  Tuesday, December 28, 2021 – Closed  Friday, December 31, 2021 – Samples must be received in the lab no later than 1200 (noon)  Monday, January 3, 2022 – Closed</p> <p><b><u>Sample Send-out:</u></b>  Monday, December 27, 2021 – Closed  Tuesday, December 28, 2021 – Closed  Monday, January 3, 2022 – Closed</p>
<b>Laboratory Out-patient</b>	Monday, December 27, 2021 – Closed Tuesday, December 28, 2021 – Closed Monday, January 3, 2022 – Closed
<b>Laundry/Linen Services</b>	Regular Hours
<b>Library</b>	Library Services will be unavailable December 27, 28, 29 and January 3. Library remains accessible 24/7 with ID card as usual.
<b>Mail Room</b>	Closed December 27 & 28 and January 3
<b>Maternity Centre</b>	Closed December 24, 27, 28 & January 3
<b>Medical Affairs</b>	Closed December 27 & 28 and January 3
<b>Medical Device Reprocessing Department</b>	December 25 - regular hours December 26 - closed midnight shift only 2330-0730 December 27 - closed midnight shift only 2330-0730 January 1 -regular hours January 2 - closed midnight shift only 2330-0730

<b>Medical Transitions Clinic (MTC)</b>	Closed December 27 & 28 and January 3
<b>Mental Health Services</b>	<b>Out-patient Areas:</b> December 25, 26, 27, 28 – Closed January 1, 2, 3 – Closed
<b>Northwest Region Pre-hospital Care Program</b>	December 27, 28 – Closed January 3 – Closed
<b>Nurse Led Outreach Team (NLOT)</b>	December 27, 28 – No Coverage/Service January 3 – No Coverage/Service
<b>Nursing Professional Practice</b>	Closed December 27 & 28 and January 3
<b>Nutrition &amp; Food Services</b>	No change to the operation's hours. Open from 5:00 am till 7:45 pm
<b>Occupational Health &amp; Safety</b>	Closed December 27 & 28 and January 3
<b>Operating Room (SDC and PACU to staff to accommodate the OR)</b>	December 20, 21, 22, 23 – 3 to 6 rooms running December 24 – 2 rooms running December 25, 26, 27, 28 and January 1, 2, 3 – non-elective only December 29, 30, 31 – 6 to 7 rooms running January 4 – Resume regular service
<b>Pacemaker Clinic</b>	December 24, 27 and 31 – Closed January 3 – Open
<b>Paediatric Out-patients (POP)</b>	December 25, 26 – Closed January 1 – Closed
<b>Patient Billing (Cashiers)</b>	December 24 7:30 – 5:00 December 25 Closed December 26 Closed December 27 9:00 – 5:00 December 28 9:00 – 5:00 December 31 7:30 – 5:00 January 1 Closed
<b>Patient &amp; Family Centred Care (PFCC) / Patient Advocate/Care Partner Liaison (CPL)</b>	<b>PFCC &amp; Patient Advocate:</b> Closed December 25 - 28 & January 1 – 3 <b>ED and In-Patient Care Partner Liasion:</b> Modified hours 8:00 AM – 4:00 PM December 24, Closed December 25, 08:00 AM – 4:00 PM December 26 and full service December 27 & 28. No closures over New Years - full service.
<b>Payroll</b>	Closed December 27 & 28 and January 3
<b>Pharmacy</b>	December 24-28: 0800-1700hrs December 29-30: 0800-1800hrs December 31-January 3: 0800-1700hrs <i>*Pharmacist on call after hours</i>
<b>Physical Plant/Maintenance</b>	Closed December 27 & 28 and January 3

<b>Portering</b>	Regular Hours
<b>Preadmission Clinic</b>	December 25, 26, 27, 28 – Closed January 1, 2, 3 – Closed
<b>Prevention &amp; Screening Clinical Services – Suite 401, 984 Oliver Rd.</b>	Closed December 27 & 28 and January 3
<b>Print Shop</b>	Closed December 27, 28 and January 3
<b>Professional Practice</b>	Closed December 27, 28 and January 3
<b>Psychiatry Services</b>	Closed December 20-31 inclusive <ul style="list-style-type: none"> <li>• <b>No new ECT assessments except for emergency ECT or non-emergency ECT start-ups</b></li> <li>• <b>Limited access to: Out-patient Brief Intervention Treatment Team services and non-emergency Consultation-Liaison assessments</b></li> <li>• <b>Reduced number of physicians covering multiple on-calls</b></li> </ul>
<b>PFT (Pulmonary Function Testing) Lab</b>	December 25, 28 – Closed January 1 – Closed
<b>Purchasing &amp; Northern Supply Chain</b>	Closed December 27 & 28 and January 3
<b>Quality &amp; Risk Management</b>	Closed December 27 & 28 and January 3
<b>Rapid Access Clinic (RAC)</b>	December 25, 28 – Closed January 1 – Closed
<b>Rehabilitation Services</b>	December 25, 26, January 1 – Closed December 27, 28, January 2, 3 – Weekend service January 1 – Closed
<b>Renal Program</b>	<b>Home Hemodialysis:</b> Closed December 25 and January 1 <b>Hemodialysis:</b> Closed December 25 and January 1 (Open December 27, January 3 in place) <b>Multi-Care Kidney Clinics:</b> Limited coverage from December 21 – January 5 (scheduled clinics are closed) <b>Peritoneal Dialysis (PD):</b> PD Unit will remain open through the season
<b>Research Department (TBRHRI)</b>	Closed Dec 27 & 28 and January 3
<b>Screen for Life Coach</b>	December 23-28 inclusive – Closed January 1-4 inclusive – Closed
<b>Seasons Gift Shop</b>	December 24 – Open 9am – 1 pm December 25 to 28 – Closed December 31 Closed January 1 & 3 – Closed
<b>Security</b>	Continued 24/7 full service throughout the holiday schedule
<b>Spiritual &amp; Religious Care</b>	Closed December 25-28 inclusive and January 1-3 inclusive <i>*On-call only, available 0800-2300hrs</i>

<b>Staffing Office</b>	Closed December 25 Weekend Hours December 26 Starting December 27 open 6:00 AM to 10:00 PM
<b>Stores</b>	December 25 <sup>th</sup> and January 1 <sup>st</sup>
<b>Strategy &amp; Performance</b>	Closed December 27 & 28 and January 3
<b>Stroke Prevention Clinic</b>	Closed December 27 & 28 and January 3
<b>Switchboard</b>	Switchboard will be full service
<b>Tamarack House</b>	Closed December 24 at 1600hrs and reopens December 28 at 1600hrs Closed December 31 at 1600hrs and reopens January 3 at 1600hrs
<b>Telemedicine</b>	Closed December 27 & 28 and January 3
<b>Utilization Management</b>	No coverage December 25 and 26 no coverage January 1
<b>Volunteer Services</b>	Closed December 24 to January 3 inclusive