

## Off Hour Emergency Policy

In the event of a client emergency after hours, the clinical team serving you can be contacted 24 hours a day. Patients can also call our agency's 24 hour on call staff at (781) 885-7252 and press "0" or contact the staff working with you below directly. If the staff working with you has made specific arrangements with you about after-hours emergency contact, please adhere to his/her instructions or by contacting them directly. The information is located below.

### Please note:

In the event of a life-threatening emergency you should call 911

You may use text messaging to contact staff; however, this will be a **one-way communication**. Staff are not allowed to text patients. A staff member will respond to your text message by phone call.

If there is more than one staff person working with you, and you have a plan using telehealth tools, please contact that staff person regarding the direct intervention on the plan you discussed.

First Name	Last Name	Position of Staff	Google Phone Number	Administrative Office Contact
				781 885 7252 Ext.0 <b>Off hour</b> Mon-Fri after 8:00 PM Sat after 4:00 PM