



# Family Doctor of the Day

## Thank you for volunteering to serve as the KAFP Family Doctor of the Day (FDOD)!

The following information is intended to make your day of service a success. Below is a short list of *Fast Facts* you'll want to be sure to know. The back side of this document provides more in depth information about your service as FDOD.

### > FAST FACTS > > >



**Kansas State Capitol**  
300 SW 10th St  
Topeka, KS 66612



**Parking Garage, underground**  
(entrance on 8th street near Harrison)  
**Assigned Space: A169**



**Check In: 9:00 a.m.**  
**Check Out: 3:00 p.m.**  
Legislative Administrative  
Service office, room 551-S



**What to bring**  
 Mask (optional)  
 Face shield (optional)  
 Stethoscope



**FDOD Office**  
480-W



**WIFI**  
Network: KS-Open  
Use your email as your log-in

Should you have any questions, concerns, or for any reason are unable to serve on your date, please be in touch with Courtney Evans ASAP at [cevans@kafponline.org](mailto:cevans@kafponline.org) or 913-214-1117 (office).

The Statehouse does not have a masking requirement for the 2023 legislative session. Please be aware however, KAFP may request that guests of the FDOD office wear a mask, if a surge in COVID-19 cases occurs.



KANSAS ACADEMY OF  
FAMILY PHYSICIANS  
CARING FOR KANSANS

## **Parking - Underground Parking Garage**

Legislative Administrative Services (LAS) has one assigned parking space for FDOD volunteers located in the Statehouse underground parking garage with entrance on 8th St. near Harrison. Only park in space #A-169.

*Note: Before you head inside, please make note of your license plate number as you will need to supply this to the Legislative Administrative Service Office at check-in.*

## **Checking In/Out**

You are required to check in/out for your shift with Legislative Administrative Services, room 551-S. They will provide you with a name badge, cell phone, and keys to the FDOD office (Room 480-W). Return these items at check-out and report an approximate number of patients served. If for any reason you do not feel safe, you are welcome to leave at any time. Please inform the LAS Office that you are leaving and return the provided items.

## **While on Duty**

**Supplies:** The FDOD office, room 480-W, is stocked with basic supplies and a doctor bag.

- Blood pressure cuff
- OTC Meds
- Otoscope
- Disposable supplies
- Ophthalmoscope
- Glucometer

If supplies are running low, notify Courtney Evans at [cevans@kafponline.org](mailto:cevans@kafponline.org) or 913-214-1117 (office). A list of supplies can be found in the FDOD office.

If a prescription is needed, please call prescriptions directly into the pharmacy for the guest.

**Phone:** Legislative Administrative Services will provide you with a cell phone so that you may move about the Statehouse. Members of the legislature and their staff are aware of how to reach you in the event you are not in the office. However, some do occasionally come directly to the FDOD office for care rather than calling ahead, so please bear this in mind as you serve.

**Computer/Internet:** You are welcome to bring your own laptop/tablet and access the internet during your shift. Use the network KS-Open WiFi to access the internet. *Please be aware that it is an unse-cured network.* If you have difficulties, call the Information Technology Office at 785-296-7666.

**Records:** Due to HIPAA regulations, we are not required to record, or keep, any records of patient information.

## **Opinions and Lobbying**

You are encouraged to visit with your legislators and any others who stop by the FDOD office. You may be asked for information on various subjects and should feel free to share your opinions, however, please make clear that these are personal opinions so as to not speak on behalf of the KAFP and its members.

**By volunteering as FDOD, you are agreeing not to participate in any activities that constitute as lobbying** unless specifically requested to do so by the KAFP. For these purposes, lobbying is defined as actively promoting an issue by attending rallies, testifying at hearings, or seeking out legislators or administrators to influence voting decisions. Anyone who wishes to lobby on an issue should feel free to do so on their own time, not while volunteering as FDOD. Any lobbying activities by those serving as FDOD may lead to exclusion from the program.

**Thank you again for volunteering to serve as the FDOD at our State Capitol. You are providing an important service on behalf of the KAFP and all Kansas family physicians. We hope that you find your time as FDOD to be enjoyable and rewarding.**