

JEWISH TRADITION HOME CARE
HOURS AND OFFICE STAFF AVAILABILITY

Tel: (954) 485-4006

Fax: (954) 724-5047

REGULAR BUSINESS HOURS:

8:30AM - 5PM Monday - Thursday

8:30AM - 4PM Friday

Please note that we are closed on the following statutory holidays:

New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day.

Please note that we are closed on the following Jewish holidays:

Rosh Hashanah, Yom Kippur, and the first day of Passover.

Please note that we close at 12:30pm on the following days:

New Year's Eve, Erev Passover, Erev Rosh Hashanah, Erev Yom Kippur, and Christmas Eve.

OFFICE STAFF:

Administrator/Director of Nursing: Samantha

Staffing/HR: Susan

Payroll: Mila

Insurance Billing: Tena

If the person you are trying to reach is not available, you may be connected to their voicemail. If so, please leave a message and DO NOT FORGET TO LEAVE THE PHONE NUMBER WHERE YOU CAN BE REACHED.

**WHEN THE OFFICE IS CLOSED (NIGHTS, WEEKENDS,
AND HOLIDAYS)**

- You are **ALWAYS** able to reach our on-call staff member.
- Jewish Tradition Home Care has an on-call cell phone where you can reach the on-call person 24 hours a day, 7 days a week.
- This number is at the end of our office voice message when calling the office after hours.

**(954) 547-1499 ON-CALL CELL PHONE
DO NOT USE THE ON-CALL NUMBER
DURING REGULAR OFFICE HOURS.**

If you have any questions regarding the on-call procedure please speak to the office staff during regular business hours to eliminate confusion should you need to contact us after hours for emergencies.