

Department of Medicine Delineation of Privileges Form - SAMPLE

Appointment: _____

Reappointment: _____

Applicant Name: _____

QUALIFICATIONS FOR PRIVILEGES

NOTE: *If any privilege(s) is/are covered by an exclusive contractual agreement, physicians who are not a party to the contract are not eligible to request the privilege(s), regardless of education, training, and experience.*

Medicine is the branch of medicine that treats diseases of the internal organs by nonsurgical means.

Subspecialties in Medicine include the following: Allergy, Cardiology, Critical Care, Dermatology, Digestive Diseases, Endocrinology, Hematology/Oncology, Infections Disease, Neurology, Nephrology, Pulmonary, and Rheumatology. Criteria for these subspecialties shall be on separate delineation forms.

Basic Education: M.D. or D.O.

The applicant must obtain board certification within five years of initial appointment to the medical staff.

Required previous experience: A newly appointed applicant must be able to demonstrate having provided service to at least 30 patients in the past 12 months.

Level 1 Core Privileges in Medicine:

Department members with privileges in this category are graduates of an approved medical or osteopathic school, have completed an approved residency in internal medicine or family practice, and fulfill the specific qualifications as outlined in credentialing policies. Consultation should be obtained when unexpected complications or unfamiliar features arise, hazardous or other treatments beyond the scope and experience of the physician are being contemplated, or subspecialty and treatment modalities are needed for appropriate care.

Level 2 Core Privileges in Medicine:

Department members with privileges in this category are graduates of approved medical osteopathic schools who have completed one or two years of postgraduate training. For all

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invasive procedures, appointees must provide evidence of successful completion of course material pertaining to said procedures and provide documentation of having performed at least five cases involving each requested procedure without complication.

Consulting Privileges in Medicine

Department members with privileges in this category are graduates of approved medical or osteopathic schools who have completed one or two years of postgraduate training.

Medicine Associate

Department members with privileges in this category have met the “basic” educational requirements identified above.

Special Privileges in Medicine

To be eligible to apply for a special privilege, the applicant must be granted Level 1 or Level 2 core privileges; provide evidence of completion of an approved and recognized course or acceptable supervised training in residency, or fellowship or clinical experience with a minimum of 25 cases performed; and provide documentation of current competency, as defined in the special privileges section below.

Reappointment requirements: To be eligible to renew level 1 or 2 core privileges in Medicine, the applicant must meet the following privilege criteria:

- Current demonstrated competence and an adequate volume of experience with acceptable results, reflective of the scope of privileges requested, for the past 24 months, based on results of ongoing professional practice evaluation and outcomes.
- Evidence of current ability to perform privileges requested.

CORE PRIVILEGES

Privileges included in the Level 1 Core

The ability to admit and care for patients on the general medical floors, as well as in the Critical Care Unit, including therapy of acute pulmonary edema, respiratory failure requiring assisted ventilation, airway management, therapy of diabetic coma, hepatic failure, acute renal failure, and myocardial infarction with complicating arrhythmias and/or shock with appropriate and necessary consultations, consultative privileges for general medicine problems, and pre-operative medical clearance

The Medicine level 1 core privileges include the following procedures and such other procedures that are extensions of the same techniques and skills:

- Administration of thrombolytics
- Arterial and venous puncture
- Aspiration of cysts
- Bladder catheterization

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- Cardioversion/defibrillation (unstable or urgent cases only)
- Excision of skin or subcutaneous tissue
- Incision and drainage of soft tissue
- Incision and drainage of abscess
- Repair lacerations of skin and subcutaneous tissue
- IV line insertion, nasogastric tube insertion and gastric lavage
- Abdominal paracentesis
- Parenteral hyperalimentation
- Skin biopsy
- Spinal tap/lumbar puncture
- Use of local/topical anesthesia
- Trigger point injections
- Minimal sedation (anxiolysis)
- Anoscopy
- Cardiopulmonary resuscitation
- Cerumen disimpaction
- Paracentesis
- Pelvic examination

NOTE: *Patients admitted to the unit with two or more organ system failures require a critical care consult.*

Privileges included in the Level 2 Core

Physicians with these privileges may render emergency care and treat illnesses with no serious threat to life that are uncomplicated and that are expected to require only a short period of hospitalization. When doubt exist as to the diagnosis, or in cases where expected improvement is not apparent, consultation must be obtained.

Physicians with Level 2 privileges may admit and care for patients on the general medical floor. Frequent consultations should be obtained. Consultation is mandatory if the diagnosis remains in doubt or if the expected response to the treatment program is not rapidly apparent. Consultations are mandatory from a physician with Level 1 privileges if the patient is on telemetry or when a surgical procedure is contemplated for a patient with a medical condition that increases surgical or anesthetic risk. A physician with Level 2 privileges who admits a patient (or transfers a patient) to the critical care unit must transfer the care of that patient to a department member with Level 1 privileges in Critical Care who will assume all clinical responsibilities (including coordination of care) for that patient while the patient remains in the Critical Care Unit. Physicians with Level 2 privileges may resume the principle care of the patient once the patient has been transferred out of the Critical Care Unit. Level 2 privileges do

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not include consultative privileges, but concurrent medical care may be provided by the physician for his/her patient while on another clinical service.

There are no defined procedures for Level 2 core privileges. For all invasive procedures, appointees requesting procedures in the Level 1 core must provide evidence of successful completion of course material pertaining to said procedure and document having performed at least five cases without complication for each requested procedure. During the probationary period in which focused professional practice evaluations (FPPEs) are conducted, five instances of the requested procedure(s) must be demonstrated without complication under the direct supervision of a physician privileged to perform the procedure. For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period. Procedures may be requested by circling the requested procedure from the Level 1 core list.

Privileges Included in the Consulting Core

- 1) Participation in teaching activities of the department
- 2) Participation in conferences of the department, or
- 3) Providing consultation in the diagnosis and treatment of patients

Privileges included in the Associate Core:
Medical Staff association

You may delete a core privilege from the list if you do not intend to perform it, or it is not in the realm of your current clinical competency. Please strike through and initial the privilege that you do not wish to request.

DELINEATION OF PRIVILEGES

REQUESTED			APPROVED	NOT APPROVED
Initial	Continue			
		Medicine Level 1 Core Privileges		
		Medicine Level 2 Core Privileges - no procedures		
		Medicine Level 2 Core Privileges - with circled procedures		
		Medicine Consulting Privileges		
		Medicine Associate Privileges		

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REQUESTED			APPROVED	NOT APPROVED
Initial	Continue			
SPECIAL PRIVILEGES FOR MEDICINE The special privileges designated below require special training and are not considered part of the core privileges.				
		Medicine Special Privileges		
		Swan ganz (pulmonary artery) catheterization Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated. Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.		
		Central venous catheter placement Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated. Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.		

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Initial	Continue			
		<p>Chest tube placement</p> <p>Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated.</p> <p>Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.</p>		
		<p>Mechanical ventilator management</p> <p>Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated.</p> <p>Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.</p>		

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Initial	Continue			
		<p>Thoracentesis</p> <p>Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated.</p> <p>Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.</p>		
		<p>Exercise tolerance testing</p> <p>Initial: Five instances of having performed the requested procedure(s) without complication, under the direct supervision of a physician privileged to perform the procedure, must be demonstrated.</p> <p>Continue: For maintaining the privilege upon reappointment, the physician must document having performed five cases without complication during the preceding appointment period.</p>		
		<p>Conscious/Moderate sedation</p> <p>Administration of conscious/moderate sedation must be requested separately. If you desire to administer conscious/moderate sedation, please contact the <i>[insert name of applicable department]</i> for the guidelines and appropriate paperwork.</p>		

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I understand that by making this request I am bound by the applicable bylaws and policies of the medical staff and the hospital and I hereby stipulate that I meet the minimum threshold criteria for this request.

Applicant: _____

Date: _____

Department Chief: _____

Date: _____

Department Chairman: _____

Date: _____

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