

**PAIUTE TRIBE OF UTAH
HEALTH DEPARTMENT
POLICY & PROCEDURE MANUAL**

	Policy Number:	
Policy Title:	Medical Staff Credentials and Privileges Committee	

POLICY STATEMENT: The Medical Staff Credentials and Privileges Committee will review the provider credentials at the time privileges are requested and when they are renewed to ensure that the provider is qualified to provide care in the PITU Health Centers. The Medical Staff Credentials and Privileges Committee will make recommendations related to the provider’s qualifications and the delineation of privileges to the Health Committee.

POLICY PURPOSE:

The Medical Staff Credentialing and Privileging Committee is a group of experienced healthcare providers who are qualified to review other provider’s credentials to determine if their qualifications and experience is sufficient to provide clinical services. Their review is intended to assist the Tribal Council with decision making related to accepting the applicant and awarding clinical privileges.

RESPONSIBILITY:

The PITU Health Director is responsible for implementing this policy. The Health Director delegates the implementation and monitoring of this policy and procedure to the Clinical Director.

DEFINITIONS:

Healthcare Providers: are healthcare professionals such as Physicians, Dentists, Nurse Practitioners, Psychologist, Podiatrists and others who are Licensed Independent Practitioners (LIPs). LIPs practice medicine independently and do not require supervision. The Healthcare Provider classification includes medical professionals such as Physician Assistants who practice medicine with supervision by a collaborative physician. Healthcare Providers diagnose, treat, prescribe medications and/or perform procedures within the scope of their license and consistent with individually granted clinical privileges.

Credentialing: is the process of determining the accuracy of a qualification reported by an individual including: licensing, relevant education, training or experience, current competence and ability to perform requested privileges.

Privileging: The process of authorizing a healthcare professional to provide care within a defined scope. Privileging is performed in conjunction with the evaluation of an individual’s clinical qualifications and/or performance and after a thorough review and validation of their credentials. Privileges are awarded by the Tribal Council.

PROCEDURE:

The Medical Staff Credentials and Privileges Committee will ensure that the PITU Credentialing and Privileging Policy and Procedure are implemented and enforced. The committee will:

1. Review the credentials file and evaluate the qualifications of providers following the processes defined in the Credentialing and Privileging Policy and Procedure.
2. Ensure peer reviews are conducted and reports are reviewed.
3. Approve new or revised credentials and privileges forms and processes.
4. Review, and modify credentialing and privileging related policies and procedures and forward them with their recommendations to the Health Committee.
5. Review the performance of the contracted CVO annually or as needed to ensure timely and accurate services and compliance with accreditation requirements.
6. Determine the appropriate credentialing and privileging processes for new healthcare disciplines that will provide services at the Health Centers. The initial assignment of appropriate privileges for new professional disciplines is determined by variables such as: the persons past experience, the scope of services for that discipline that is defined by their licensing state and industry standards/examples from other organizations.

Committee Membership:

The committee membership will represent the disciplines of the Healthcare Providers who practice medicine and are required to follow the Healthcare Provider credentialing and privileging process. The membership is adjusted to reflect the mix of disciplines working at that time. The Clinical Director will serve as the Chairperson and prepare agendas for the committee to consider. Membership will include:

- The Clinical Director
- Physician (1)
- Physician Assistant (1)
- Nurse Practitioner (1)
- Behavioral Health Manager (1)

Executive Session & confidentiality:

The Committee will adjourn to executive session when provider files are reviewed. Committee members will be excused from the meeting during the case review related to his practice. All materials reviewed and the meeting proceedings are considered confidential. Meeting minutes and other documentation related to the meeting proceedings will be maintained under lock and key and not be distributed.

Meeting Frequency:

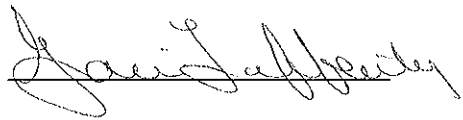
The committee will meet quarterly or as needed to review the qualifications of providers and make recommendations to the Health Committee.

References

Bureau of Primary Health Care Information Notice 2001-16 Credentialing and Privileging Policy

Bureau of Primary Health Care Information Notice 2002- 22 Credentialing and Privileging Policy

<i>Date Approved by Tribal Council:</i>		<i>Effective Date:</i>	
Dates Reviewed:	None		
Supersedes Policies :	None		
HRSA Program Requirement	Program Requirement BPHC 2001-16, 2002-22		



Gari Lafferty, Tribal Chairperson



Date