


Name of Policy: Dissemination of Medical Staff Members, Resident and Allied Health Professional Staff Members Credentialing-Related Information			
Policy Number: 3364-100-50-15			
Approving Officer: Chief Executive Officer, Chief of Staff			
Responsible Agent: Chief Medical Officer			
Scope: University of Toledo Medical Center		Effective date: Original effective date: 3/1/1999	
Key words: Medical Staff, Allied Health Professional Staff, Credentialing, Practitioner, Privileges			
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy Statement

Relevant practitioner-specific, credentialing-related information will be disseminated and/or electronically available to the appropriate patient care and support areas of the institution as needed.

(B) Purpose of Policy

To ensure that appropriate personnel are aware of practitioners that have been approved by the Dean of the Medical School (for Residents) and by the Board of Trustees (for Medical Staff and Allied Health Professional Staff members) to care for patients in this institution and the procedures they are privileged to perform.

(C) Procedure

1. Appropriate information regarding new residents, medical staff members, and allied health professional staff members and changes in privileges of separated medical staff members, residents, or allied health professionals will be either sent to or electronically available for patient care and support areas affected by same.
 - a. The information will be either disseminated to or electronically available for the appropriate areas, including but not limited to the following:

Patient Care Areas:

Ambulatory Services
 Department
 Cardiovascular Laboratory
 Emergency Department
 Endoscopy Unit
 Heart Station
 Nursing Units

Operating Room
 Pain Medicine Center
 Pharmacy
 Radiation Oncology Department
 Radiology
 Special Care Units

Support Areas:

Admitting
 Business Office
 Health Information
 Management
 Information Technology
 Quality Management
 Telephone Services

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- b. Information regarding the clinical privileges held by members of the medical staff, residents and the allied health professional staff is electronically available to patient care and support areas via MD-View/E-Priv. Access information regarding MD-View/E-Priv is available through the Medical Staff Office.
 - c. Information regarding changes to the status of current medical staff and allied health professional staff members will be disseminated to the appropriate patient care areas upon approval of same by the governing body.
 - d. Information regarding practitioners granted temporary clinical privileges will be disseminated to the appropriate patient care areas upon approval. Information of an urgent nature will be [sent electronically or faxed](#) ~~or hand delivered~~ to any appropriate areas.
2. Information regarding credentialed and/or privileged practitioners in the institution-wide ~~Star~~ MDStaff database will be maintained as set forth in [Medical Staff policy 3364-87-07. Hospital Administration/Information Systems policy number 3364-100-5-6](#)

<p>Approved by:</p> <p>_____</p> <p>Daniel Barbee Chief Executive</p> <p>_____</p> <p>Date</p> <p>_____</p> <p>Puneet Sindhvani, MD Chief of Staff</p> <p>_____</p> <p>Date</p> <p>_____</p> <p>Michael Ellis, MD Chief Medical Officer</p> <p>_____</p> <p>Date</p> <p><i>Review/Revision Completed by: Medical Staff Office, Chief of Staff, Chief Medical Officer</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none">• 7-50-15 <p>Initial effective date: 3/1/1999</p> <p>Review/Revision Date:</p> <p>8/28/01 9/10/04 8/8/07 2/23/2011 2/1/2014 3/1/2017 4/1/2020 5/1/2021</p> <p>Next review date:</p>
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