(A) Policy statement

It is the policy of the University of Toledo Medical Center and its Medical Staff that an Operating Room Services Committee will be appointed as defined below. This committee will have broad-based oversight of the Operating Room functions. The goal is to insure care that is safe, effective, patient-centered, timely, efficient, and equitable. In short, any matter of importance to a highly functioning Operating Room can be brought before the committee. Specific responsibilities are listed below, but require detailed knowledge and expertise with best practices at highly functioning Operating Rooms.

(B) Purpose of policy

To define the composition and responsibilities of the Operating Room Services Committee.

(C) Procedure

(1) Responsibilities

(a) Developing appropriate policies related to the functioning of all operative services at UTMC. This includes but is not limited to preoperative assessment, evaluation and care, intraoperative procedures and policies, and post-operative and pain management policies and procedures;

(b) Maintaining and monitoring the activity data in the Operating Room Suite;

(c) Providing oversight and review to the Operating Room Management in regard to organization, scheduling, and processes to ensure efficiency in the Operating Room Suite;

(d) Recommend to the capital budget committee the selection of equipment and instruments, utilized in the Operating Room. Such recommendations are the work product of clinicians and administrative leaders.
(f) Allocation of block time

A sub-committee of the Operating Services Committee will be responsible for overseeing and managing the allocation of the Block Schedule. The purpose is to improve utilization of the operating room and provide increased access for surgeons to schedule cases. The sub-committee should consist of at a minimum, representatives from various surgical specialties as well as the medical director of operative services, administrator of surgical services, and the scheduling manager. The sub-committee will meet on a quarterly basis and report their results and recommendations to the Operating Services Committee. A target of 70% block utilization would be required to maintain current block assignment before adjustments would be made as outlined in the Block Schedule Management Guidelines.

(2) Composition

The Operating Services Committee shall be comprised of representatives from the Medical Staff, Hospital Administration and Nursing Services.

(3) Meetings

The Committee shall meet monthly and send a yearly report to the Chief of Staff for review by the Medical Executive Committee.

The Operating Room Services Committee is a peer review committee as defined by section 2305.25 of the Ohio Revised Code. As such, the committee’s proceedings and records are held in confidence.