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| **Figure 4.5** | **Scope of Privileges** | |
| SUBJECT: Practicing Within the Scope of Privileges Granted | | |
| SECTION/DEPT.: Medical Staff Services | | POLICY #: |
| OWNER: Director of Medical Staff Services | | |
| REFERENCE: Medical Executive Committee Minutes | | |
| REVISIONS:  APPROVED BY: DATE: | | |
| 1. **PURPOSE**   To establish a mechanism whereby approved privileges for practitioners are verified prior to surgery.   1. **DEFINITIONS**   Approved privileges: Those recommended by the medical staff and approved by the board.   1. **POLICY**   At the time that a procedure is scheduled, the scheduler verifies that the practitioner has been granted applicable privileges and that these privileges are current.   1. **PROCEDURE**    1. When scheduling a procedure, the practitioner’s current privileges are verified using the electronic privilege list on the hospital website.    2. If the practitioner has privileges to perform the requested procedure, the procedure is scheduled.    3. If the practitioner does not have privileges to perform the requested procedure, the request is held in abeyance, and the medical director of the area is contacted.    4. The medical director will contact the practitioner directly.    5. Any disagreements are dealt with following the Chain of Command Policy (i.e., the service line chief and medical staff president are involved if needed).    6. Credentialing issues and requests are referred to the next scheduled credentials committee meeting.    7. Behavioral issues are referred to the service line chief and the wellness committee if needed. | | |