

### Standard Intent:

Clinical departments must be under the direction of individuals who are board certified in their field and qualified in healthcare management by education, training or experience. They must have a clear job description that clearly describes their role and responsibilities. The duties of the head of clinical departments include but not limited to:

- Developing a written scope of services for the department
- Defining medical staff qualifications required for the provision of effective and safe patient care.
- Recommending the need for further training/certification of a medical staff member
- Monitoring admissions to ensure that the diagnostic and therapeutic intervention are within the staff capabilities and the available hospital resources.
- Ensuring that medical staff members work within the clinical privileges granted to them.
- Assessing the medical staff training and educational needs.
- Assessing appropriateness of admissions, appropriateness and effectiveness of care, length of stay, and appropriate utilization of resources.
- Defining criteria or indicators for selecting cases that must be referred for peer review.

### MS.5 The credentialing and privileging of the medical staff is based on an informed group decision.

- MS.5.1 The hospital has a credentialing and privileging committee chaired by the medical director or a designee.
- MS.5.2 The credentialing and privileging committee provides oversight on the credentialing and privileging processes.
- MS.5.3 The credentialing and privileging committee ensures that only qualified physicians and dentists are appointed and granted privileges.
- MS.5.4 Applicants for initial appointment submit a complete set of documents required for the credentialing and privileging process, including:
- MS.5.4.1 Curriculum vitae, detailing the professional history of the applicant.
  - MS.5.4.2 Education, training, certificates, courses, experience, published research, and other relevant credentials.
  - MS.5.4.3 List of references.
  - MS.5.4.4 List of the privileges requested for approval.

### Standard Intent:

One of the important committees of any healthcare organizations is the credentialing and privileging committee that must be chaired by the medical director or a senior member of the medical staff. The committee provides oversight on the credentialing and privileging processes and ensures that only qualified physicians and dentists are