

**Standard Intent:**

Hospital director (HD) has a legal and moral obligation to improve quality of patient care. HD is in a prime position to mandate policies and procedures, rules, regulations, and organizational climates.

To coordinate the functions of all departments and ensure their proper function, hospital director must hold a wide set of skills and knowledge including a degree in healthcare administration and experience of working in senior healthcare position.

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**LD.3 Hospital leaders ensure the hospital is in compliance with relevant laws and regulations.**

LD.3.1 Hospital leaders identify all relevant laws and regulations.

LD.3.2 Hospital leaders ensure compliance with all relevant laws and regulations (e.g., laws and regulations related to recruitment, professional staff licensure and registration, waste management, food management, infection control, medications management, patient rights, radiation safety, and physical environment).

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**Standard Intent:**

There are several issues hospitals need to consider when designing these services. Ethical behaviors are legal; therefore, hospitals should be in compliance with all relevant laws and regulations. The hospital should first identify and list all relevant laws and regulations which in turn be incorporated into and considered while formulating and putting hospital policies, procedures and plans. Hospital leaders are in charge of ensuring hospital implementation and maintaining compliance with those identified laws and regulations each one in his/her respective area of authority.

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**LD.4 Hospital leaders work collaboratively to develop the hospital's scope of services.**

LD.4.1 Hospital leaders identify the scope of services provided by the hospital.

LD.4.2 The scope of services includes the range of services offered by the hospital (e.g., children hospital, maternity hospital, or general hospital).

LD.4.3 The scope of services includes the targeted age groups.

LD.4.4 The scope of services includes the number of patients seen annually.

LD.4.5 The scope of services includes the principal diagnostics and therapeutic modalities used in the hospital.

LD.4.6 The scope of services is approved by the governing body.

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**Standard Intent:**

Hospital scope of services is a structural measure that reflects whether a hospital has the resources, facilities, staff, and equipment to provide care for the medical conditions it recognizes to treat or to care for the medical conditions affecting potential patients.



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Comprehensive scope of services that includes all the standard's elements should be known to the staff and other customers. Based on this determination the hospital will accept, refer, or reject the cases to treat or to provide general or specialized care.

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**LD.5 A structure is in place for the hospital leaders to communicate and collaborate in order to fulfill the hospital's mission and plans.**

- LD.5.1 Hospital leaders form an executive management body (e.g., an executive management committee), led by the hospital director and includes the medical director, the nursing director, the quality director, selected heads of the departments, and other senior staff members as required.
  - LD.5.2 Hospital leaders are qualified in healthcare management by education, training, or experience.
  - LD.5.3 Hospital leaders have specific responsibilities as outlined in a current job description.
  - LD.5.4 Functions and meetings of the hospital leaders are outlined in specific terms of reference.
  - LD.5.5 Hospital leaders meet regularly (at least ten times per year) to evaluate the progress of the overall strategic plan, the quality and safety of care provided to patients, and all other clinical and non-clinical issues related to the hospital work.
  - LD.5.6 Discussions, decisions and actions taken by the hospital leaders are documented in a formal meeting minutes.
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**Standard Intent:**

Executive Management Committee (EMC) is the highest level of organizational management (under the hospital governance) who has the responsibilities of managing an organization. The EMC role is to ensure the effective steering, coordination and control of organization business. Members of the EMC shall include the hospital's leaders of different services as well as main departments' heads and senior staff members as determined by the hospital director.

To ensure proper and scientific management of the day to day services provided, the hospital leadership group members must have a background in healthcare management as evidenced by education, training, or experience and their responsibilities must be clear in a written approved job description.

Executive management committee should have charters that describe its responsibilities, membership, meeting frequency, and the information it regularly reviews.

The Executive Management Committee ensures that everything the organization does supports its vision, purpose and aims.

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**LD.6 The hospital administrative work and day to day operations are consistent and organized.**

- LD.6.1 The hospital work is guided by a manual that contains all important hospital-wide guiding administrative policies and principles.