

# SANTA MONICA-UCLA MEDICAL CENTER & ORTHOPAEDIC HOSPITAL EMERGENCY MEDICINE SERVICE RULES AND REGULATIONS - 2020

## **NAME**

The name of this service shall be the Emergency Medicine Service of the Medical Staff of Santa Monica-UCLA Medical Center & Orthopaedic Hospital, as provided for in the Bylaws of the Medical Staff.

## **ORGANIZATION**

- A. The Chief of the Emergency Medicine Service is appointed annually by the Chief of Staff from those members on the Medical Staff Executive Committee representing the Emergency Medicine Service.
- B. The voting members of the Emergency Medicine Committee shall include the Chair, the UCLA School of Medicine Chairman of Emergency Medicine, and Active Staff members of the service. The Chair may also invite medical staff members from other services and representatives from nursing, social services, and others to join the committee in a non-voting capacity, on an ad hoc basis.
- C. The Emergency Medicine Quality Assurance and Improvement (EMQAI) Committee will be a standing subcommittee of the Emergency Medicine Committee. The EMQAI Committee shall be composed of at least five Active Staff members, including the UCLA School of Medicine Department of Emergency Medicine's Director of Quality, and shall meet at least six times annually. The EMQAI Committee shall review appropriately selected and referred medical records for quality and appropriateness of care. The EMQAI shall perform other Quality Improvement tasks as directed by the Emergency Medicine Committee.

## **DUTIES OF THE EMERGENCY MEDICINE COMMITTEE**

- A. To be responsible for the administration of the policies of the Medical Staff.
- B. To hold service meetings at least six (6) times annually for purposes of education and administration and to promote a spirit of cooperation among the members of the Service.
- C. To establish criteria for the granting of privileges (i.e., education, training, experience, and current competence).
- D. To make recommendations to the Credentials Committee on any issues pertaining to credentialing or privileging of service members.
- E. To monitor the quality of Emergency Medicine care presented by the Ongoing Practitioner Performance Evaluation program.
- F. To investigate all concerns referred by other Medical Staff Committees and make appropriate recommendations.
- G. To make recommendations to the Medical Staff Executive Committee, when necessary, for disciplinary action regarding Service members.
- H. To supervise the quality of care in the Emergency Department (ED);
- I. To assure regular coverage by the various specialists in the ED;
- J. To evaluate the general nursing care and ancillary staff responsibilities as they pertain to the quality of care in the ED;
- K. To recommend action regarding procurement, disposition, or use of equipment in the ED;
- L. To maintain liaison with the community as it relates to emergency care, particularly regarding the Paramedic program, the Police Department and various community health and welfare organizations;
- M. To maintain liaison with the Medical Center Disaster Planning Committee;

## **MEMBERSHIP**

All members of the Emergency Medicine Service must participate in the quality assessment and improvement program pertaining to their patients. Noncompliance will result in a referral to the Medical Staff Executive Committee.

### Privileges

Privileges allowed each member are posted on the Medical Staff Web Site

<https://www.uclahealth.org/medical-staff/privileges>

### Proctoring

Proctoring requirements for specific privileges are listed on the Privilege Form. Upon appointment the member is provided with Medical Staff Policy MS 128: Focused Professional Practice Evaluation (Proctoring) as well as appropriate proctoring forms for the privileges requested. Reciprocal proctoring is also available (Medical Staff Policy MS 120: Reciprocal Proctoring).

### Reappointment

Criteria for reappointment includes patient activity. Patient activity requirements are listed on the privilege form as well as in the Medical Staff Bylaws and determine the membership category assigned every two years.

## APPROVALS:

Emergency Medicine Department:	9/2/2020
Medical Staff Executive Committee:	9/22/2020
Governing Body:	9/30/2020