TITLE: Expedited Credentialing

REFERENCES:

The Joint Commission, MS.06.01.11**,** Expedited Governing Body Approval Process

I. **PURPOSE:**

To establish a process for the expedited approval of medical staff and advanced practice professional staff applications for initial appointment, reappointment, or modification of privileges following review and recommendation of the Medical Staff Executive Committee.

II. **POLICY:**

Applications for appointment, reappointment, or modification of privileges may be approved by a delegated committee of the Executive Governing Body[1] when the following criteria are met: (1) the application is complete; and (2) the application has received a favorable recommendation from the Credentials Committee and Medical Staff Executive Committee.

An application is ineligible for approval if any of the following has occurred:

(1) the applicant submits an incomplete application in the means of unanswered questions on the application form and/or verification responses have not been received prior to Medical Staff Executive Committee review; or
(2) the Medical Staff Executive Committee makes a final recommendation that is adverse or has limitations.

The following situations are evaluated on a case-by-case basis and usually result in ineligibility for the expedited process:

(1) There is a current challenge or a previously successful challenge to licensure;
(2) The applicant has received involuntary termination of medical staff membership at another organization;
(3) The applicant has received involuntary limitation, reduction, denial or loss of clinical privileges;
(4) The hospital determines that there has been either an unusual pattern of, excessive number of, professional liability actions resulting in a final judgment against the applicant.

III. **PROCEDURES:**

A. Complete applications for initial appointment, reappointment, or modification of privileges that have received a favorable recommendation from the hospital Credentials Committee and Medical Staff Executive Committee, through the CEO, or his/her designee, are forwarded to the delegated Executive Governing Body committee for approval.

B. The application or request for privileges is reviewed by the delegated committee and a determination of using the expedited process is made. The delegated

[1] The delegated committee of the Executive Governing Body will be comprised of at least two (2) members of the Executive Governing Body.

committee may accept the recommendation of the Medical Staff Executive Committee or may refer the matter back to the Medical Staff Executive Committee for further consideration, stating the purpose for such referral and setting a reasonable time limit for making a subsequent recommendation. Upon receipt of the subsequent recommendation, the delegated committee may take final action by accepting, rejecting, or modifying the terms of the appointment. The delegated committee may either make a final decision or forward their recommendation to the full Executive Governing Body.

C. Applications deemed ineligible for the expedited process will be forwarded to the full Executive Governing Body for final approval. The Executive Governing Body may accept, reject or modify the terms of the recommendation of the delegated committee. If the action is adverse, the applicant may be entitled to a hearing pursuant to the hospital Medical Staff Bylaws.

D. A favorable decision by the delegated committee results in privileges being granted which may become effective the date of the delegated committee's decision. A notice to appoint, reappoint, or modify privileges will include, if applicable: (1) the staff category to which the applicant is appointed; (2) the department to which that person is assigned; (3) the clinical privileges granted; and (4) any special conditions attached to the appointment, including a description of required proctoring to fulfill FPPE.

E. Notice of the final decision will be given to the CEO, or his/her designee. The hospital will notify the applicant of the decision of the Executive Governing Body or delegated committee within seven (7) days of notification by the Executive Governing Body or delegated committee, or prior to the expiration of the appointment period, whichever is first.

F. Notice of final approved clinical privileges will be maintained in the permanent credentials file. The approved delineated privileges will be made available to appropriate hospital staff.

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APPROVALS:	**Approved:**	**Revised or Annual Review:**
Medical Staff Administration	11/5/2014	8/23/2018
Credentials Committee	11/5/2014	9/05/2018
Medical Staff Executive Committee	12/18/14	9/20/2018
Executive Governing Body	12/18/14	9/25/2018