

POLK MEDICAL CENTER
Medical Staff Privilege Checklist
Surgery

PART I –Membership

I, _____ MD, DO,DMD, DDS, do hereby apply for appointment to the Medical Staff of Polk Medical Center, with privileges as requested in Part II.

Fill in all blanks on the privileges checklist. For privileges not requested, enter \emptyset or N/R.

SURGERY

General Surgery _____	Otorhinolaryngology _____
Neurological Surgery _____	Plastic Surgery _____
Ophthalmology _____	Thoracic Surgery _____
Oral Surgery _____	Urological Surgery _____
Orthopedics _____	Vascular Surgery _____
Dentistry/Oral Surgery _____	

PART II – Clinical Privileges Request

I hereby request clinical privileges in the specialty and/or subspecialty fields as indicated below. I understand that privileges apply to these specialty fields as defined by the American Board of Medical Specialties or the American Osteopathic Association Boards. I also understand that the completion of these forms at the present time does not preclude me from requesting additional privileges subsequent to my completion of additional specialized training. I further understand that I, in an emergency, as authorized to treat any medical disease or perform any medical or surgical procedure to save life or limb or alleviate undue suffering of the patients I am attending until proper consultation can be obtained.

MISCELLANEOUS PRIVILEGES

- () Admission of patients to hospital
- () **Conscious Sedation** - For initial application, please request Conscious Sedation Credentialing packet from the Floyd Medical Staff Office; reappointment requests are monitored through Quality Improvement.
- () Prescription or drug therapy

() **Dental Surgery**

To be eligible for these privileges, a dentist shall be required to have completed the necessary academic and dental training for practicing all dentistry in this community as defined by the State Board of Dental Examiners. He/she shall be qualified for membership in the Northwestern District Dental Society, the Georgia Dental Society, the American and/or National Dental Association. His/her privileges shall not exceed those as would be generally accepted in the field of dental surgery.

() **General Surgery**

To be eligible, a surgeon shall be required to be a Diplomate of the American Board of Surgery or the American Osteopathic Board of Surgery or fulfill the qualification requirements of the American Board of Surgery or the American Osteopathic Board of Surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of the residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges listed below unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved general surgeon has unlimited privileges in the areas traditionally within the province of general surgery, including the head and neck, the abdominal cavity, the thoracic cavity, the breast, the extremities, along with the privileges of performing the operations commonly done by general surgeons in conjunction with surgeons in the specialty fields of thoracic, vascular, gynecologic, neurologic, orthopedic, pediatric, proctologic, plastic, and urologic surgery and including musculoskeletal trauma. Not included are operations on the heart and lungs. Specific privileges must be requested for the procedures and fields listed below and documentation of qualifications for these procedures must accompany the request.

- () Heart and pericardial surgery
- () Elective peripheral vascular surgery (as delineated in the Vascular Surgery section of this document)
- () Lung and pulmonary surgery
- () Laparoscopic procedures (i.e. cholecystectomy)

() **Neurological Surgery**

To be eligible for these privileges a neurological surgeon shall be required to be a Diplomate of the American Board of Neurological Surgery or American Osteopathic Board of Surgery with subspecialty certification in neurological surgery or fulfill qualification requirements of the American Board of Neurological Surgery or the American Osteopathic Board of Surgery for subspecialty certification in neurological surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved neurological surgeon has unlimited privileges in the areas traditionally within the province of his specialty, including all surgical and diagnostic procedures involved in the medical and surgical treatment of cerebrovascular disease affecting the vessels of the head and neck. However, privileges for the following procedures must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications for such privileges shall also be provided:

- () Surgical treatment of epilepsy
- () Carotid endarterectomy

() **Ophthalmological Surgery**

To be eligible for these privileges an ophthalmological surgeon shall be required to be a Diplomate of the American Board of Ophthalmology or American Osteopathic Board of Ophthalmology and Otorhinolaryngology with subspecialty certification in ophthalmological surgery or fulfill qualification requirements of the American Board of Ophthalmology or the American Osteopathic Board of Ophthalmology and Otorhinolaryngology for subspecialty certification in ophthalmological surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges assigned to the ophthalmological surgeon unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved ophthalmological surgeon has unlimited privileges in the areas traditionally within the province of his specialty, including all surgical and diagnostic procedures involved in the medical and surgical treatment of organic diseases affecting the eye, extraocular muscles, orbital contents and eyelids, including privileges of treating retinal detachments, corneal transplants, orbital tumors, photocoagulation, and laser beam therapy. However, privileges for the following procedures must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications shall accompany such requests.

- () Corneal transplants

() **Oral and Maxillofacial Surgery**

To be eligible for these privileges an oral surgeon shall be required to be a Diplomate of the American Board of Oral and Maxillofacial Surgery or fulfill the qualification requirements of the American Board of Oral and Maxillofacial Surgery or have conducted a satisfactory practice or oral surgery in this hospital for at least one year prior to October, 1985. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training in oral surgery or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specific requests are made of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved oral surgeon has unlimited privileges in the areas traditionally within the province of his specialty, including all surgical and diagnostic procedures involved in the surgical and adjunctive treatment of disease and defects affecting the mouth, jaws, oral contents, and associated structures.

() **Orthopedic Surgery**

To be eligible for these privileges a surgeon shall be required to be a Diplomate of the American Board of Orthopedic Surgery or the American Osteopathic Board of Orthopedic Surgery or fulfill qualification requirements of the American Board of Orthopedic Surgery or the American Osteopathic Board of Orthopedic Surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved orthopedic surgeon has unlimited privileges in the areas traditionally within the province or orthopedic surgery, including operative and non-operative treatment in the extremities, pelvic and shoulder girdles and spine as follows: Fractures, dislocations and other injuries; arthritis, internal derangements and other diseases of the joints; infections, tumors, tumor-like lesions and metabolic diseases; nontraumatic affections of muscles, tendons, tendon sheaths, fascia and bursae; and in children, congenital, traumatic, infections, postural developmental, neurogenic and metabolic deformities and diseases. Also included are total joint procedures with ultraviolet lights, reconstructive surgery on adults to correct traumatic postural, congenital, neurogenic and arthritic deformities and disease. However, privileges for the following procedure(s) must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications shall accompany such requests:

- () Neuro-vascular reconstruction of limbs and extremities

() **Otolaryngology**

To be eligible for these privileges a surgeon shall be required to be a Diplomate of the American Board of Otolaryngology or the American Osteopathic Board of Ophthalmology and Otolaryngology with subspecialty certification in otolaryngology surgery or fulfill qualification requirements of the American Board of Otolaryngology or the American Osteopathic Board of Ophthalmology and Otolaryngology for subspecialty certification in otolaryngology surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved otolaryngologist has unlimited privileges in the areas traditionally within the province of otolaryngology, including the head and neck, the oral cavity, nasal and sinus surgery, laryngeal surgery, laser surgery, facial plastic and reconstructive surgery, otologic surgery, flap reconstruction, and operative and non-operative treatment of trauma to face, head and neck region. Privileges for the following surgical procedures must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications for these privileges shall accompany the request for such privileges.

- () Neuro-otology

- () Pillar procedure for snoring/sleep apnea

() **Plastic Surgery**

To be eligible for these privileges a surgeon shall be required to be a Diplomate of the American Board of Plastic Surgery or the American Osteopathic Board of Surgery with subspecialty certification in plastic and reconstructive surgery or fulfill qualification requirements of the American Board of Plastic Surgery or the American Osteopathic Board of Surgery for subspecialty certification in plastic and reconstructive surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body. An approved plastic surgeon has unlimited privileges in the areas traditionally within the province of plastic surgery, including plastic and reconstructive procedures on the head and neck, trunk, extremities for repair or cosmetic results. However, privileges for the following procedures(s) must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications for such privileges shall accompany the request.

- () Neuro-vascular reconstruction of limbs, extremities, etc.

() **Thoracic Surgery**

To be eligible a thoracic surgeon shall be required to be a Diplomate of the American Board of Thoracic Surgery or the American Osteopathic Board of Surgery with subspecialty certification in thoracic surgery or fulfill the qualification requirements of the American Board of Thoracic Surgery or the American Osteopathic Board of Surgery for subspecialty certification in thoracic surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. An approved thoracic surgeon has unlimited privileges in the areas traditionally within the province of thoracic surgery, including the thoracic cavity and the abdominal cavity and the contents thereof.

() **Urological Surgery**

To be eligible for these privileges a surgeon shall be required to be a Diplomate of the American Board of Urological Surgery or the American Osteopathic Board of Surgery with subspecialty certification in urological surgery or fulfill qualification requirements of the American Board of Urological Surgery or the American Osteopathic Board of Surgery for subspecialty certification in urological surgery. Failure to become board certified or to achieve the qualifications set forth above within five (5) years following completion of residency training or within two (2) years after first being granted clinical privileges, whichever comes later, will automatically cancel all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body. An approved urological surgeon has unlimited privileges in the areas traditionally within the province of his specialty, including all surgical and diagnostic procedures involved in the medical and surgical treatment of diseases affecting the urological pathways, including kidneys, ureters, bladder, and urethra. In addition is the privilege of performing operations commonly performed by urological surgeons in conjunction with specialty fields of gynecologic, neurologic, pediatric, and general surgeons. However, privileges for the procedures listed below must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications for such privileges shall accompany the request.

() Percutaneous Lithotripsy, ESWL

() Laparoscopic Urologic Procedures
(including Brachytherapy)

() **Vascular Surgery**

To be eligible for these privileges, a vascular surgeon shall be required to:

1. Be a Diplomate of the American Board of Surgery or American Osteopathic Board of Surgery with subspecialty certification in vascular surgery; and
2. Have completed an accredited fellowship in vascular surgery; and
3. Be eligible for or have obtained special or added qualifications in vascular surgery as awarded by the subspecialty Board of Vascular Surgery of the American Board of Surgery or the American Osteopathic Board of Surgery.

Failure to obtain special or added qualifications in vascular surgery within five (5) years following completion of fellowship training or within two (2) years after first being granted clinical privileges automatically cancels all surgical privileges unless specifically requested of and recommended by the Executive Committee and approved by the governing body. An approved vascular surgeon has unlimited privileges in the areas traditionally within the province of his specialty including all surgical and diagnostic procedures involved in the medical and surgical treatment of organic diseases affecting the peripheral vascular system and autonomic nervous system. In addition, he has privileges in the medical and surgical treatment of cerebrovascular diseases affecting major vessels of the neck. In addition, he has the privilege of performing the operations commonly done by vascular surgeons in conjunction with surgeons in the specialty fields of thoracic, general surgery, gynecologic, neurologic, orthopedic, pediatric, plastic, and urologic surgery. However, privileges for the following surgical procedures must be specifically requested of and recommended by the Executive Committee and approved by the governing body of Polk Medical Center. Documentation of qualifications for the following privileges shall accompany the request.

() Endovascular procedures

Additions/Deletions/Conditions/Other Limitations: _____

Any requests for modification of privileges should be reviewed by the Chairman of the Credentialing Committee who shall make a recommendation to the Executive Committee. The Executive Committee shall in turn review the request and submit a recommendation to the governing body of Polk Medical Center for approval or denial of the request. Any disputes regarding privileges that may arise will be resolved through the appeals process as outlined in the Medical Staff By-Laws of Polk Medical Center.

Acknowledgement of practitioner

I have requested only those privileges for which by education, training, current experience, and documented performance I am qualified to perform, and that I wish to exercise at Polk Medical Center, and I understand that:

1. In exercising any clinical privileges granted, I am constrained by hospital and medical staff policies and rules applicable generally and any applicable to the particular situation.
2. Any restriction on the clinical privileges granted to me is waived in an emergency situation and in such a situation my actions are governed by the applicable section of the medical staff bylaws or related documents.
3. All members of the medical staff are required to treat patients, their families, hospital staff, and colleagues in a respectful and professional manner at all times. Each member of the medical staff is expected to comply with hospital and medical staff code of conduct policies. Failure to do so may be the basis for dismissal.

Applicant's Signature _____ Date: _____

APPROVED:

Date: _____
Credentials Committee Chairman

MEDICAL EXECUTIVE COMMITTEE RECOMMENDATION

_____ Concur with Credential Committee's recommendation and forward to governing body

_____ Return to Credentials Committee for clarification of the following:

Date

BOARD APPROVAL: _____ Yes _____ No

Date