



Atrium Health

IMPORTANT

Dear Applicant

Enclosed you will find the Delineation of Privileges Form specific to your specialty. This form reflects the minimum qualifications as outlined and approved by the Atrium Health Medical Staff.

- Please thoroughly review and select your desired clinical privileges. Check the box corresponding to the privileges that you are requesting. Applicants should only request those privileges where the criteria has been achieved.
- After you have selected your privileges, sign, date, and submit the **required documentation** for each privilege selected. (i.e. case logs, fellowship director letter, ACLS documentation)
- Where case logs are required, please include 1) Date of procedure, 2) Medical Record Number, 3) Procedure Type and 4) Privilege Number listed on the Delineation of Privileges Form.
- Privileges for which you have not selected or do not meet the minimum criteria cannot be performed.
- If you wish to perform privileges and do not have documentation of the minimum criteria requirements as outlined on the Delineation of Privileges Form, you will need to request permission to proctor through Medical Staff Services.
- Failure to return the Delineation of Privileges Form along with the required documentation will **delay** your start date.

If you have any questions or concerns, please contact the Medical Staff Services teammate assigned to your file.

ATRIUM HEALTH

**ADVANCED PRACTICE PROVIDER
SPECIALTY OF INTERNAL MEDICINE**

Print Name

SUMMARY OF OCCUPATION:

1. The ADVANCED PRACTICE PROVIDER is a skilled member of the health care team who is qualified by academic and clinical education and experience to provide patient services as an ADVANCED PRACTICE PROVIDER under the supervision of a member(s) of the Medical Staff of Atrium Health in accordance with the Bylaws of the Medical Staff.
2. He/she shall assist in the implementation of the health care plan and the management of patients by performing diagnostic and therapeutic tasks as defined and approved by the Board and authorized under applicable law.
3. For purposes of this form, ADVANCED PRACTICE PROVIDER shall mean a "Dependent Practitioner" defined as a health care professional other than physicians or dentists, who is approved by the Board, who is licensed or certified by his/her respective licensing or certifying agencies, and who provides service under the supervision of a physician who is currently appointed to the Medical Staff of Atrium Health.

ORGANIZATIONAL RELATIONSHIP:

1. The ADVANCED PRACTICE PROVIDER shall only exercise those clinical privileges maintained by the supervising physician(s) and approved by the Board. The ADVANCED PRACTICE PROVIDER may also assist the residents assigned to the Department of Medicine in performance of their duties and responsibilities as assigned by their supervising physician. The ADVANCED PRACTICE PROVIDER shall notify the supervising physician of all cases of acute and severe distress, serious nature (life- or limb-threatening), or whenever the patient wishes to see a physician or has unanswered questions.
2. The ADVANCED PRACTICE PROVIDER shall perform all privileges in accordance with all laws and regulations pertaining to the scope of practice for his or her health profession. The ADVANCED PRACTICE PROVIDER shall wear a nametag identifying him/herself as an ADVANCED PRACTICE PROVIDER and introduce him/herself as an ADVANCED PRACTICE PROVIDER, and shall at no time imply, state, or lead one to believe that he/she is a physician.
3. The ADVANCED PRACTICE PROVIDER must conduct all duties and responsibilities in accordance with departmental and hospital policies and procedures.
4. A nurse or secretary who receives an order from an ADVANCED PRACTICE PROVIDER for medication(s), laboratory or radiological studies, and/or treatment is authorized to perform that order as if it were received from a physician.
5. The supervising physician(s) must sign the Delineation of Privileges form of the ADVANCED PRACTICE PROVIDER, accepting responsibility for appropriate supervision, and shall intervene and directly assume the care of any patient when requested by the patient or the ADVANCED PRACTICE PROVIDER, required by hospital policies and procedures, or when in the interest of patient care. The supervising physician(s) shall co-sign entries on the medical records of patients seen or treated by the ADVANCED PRACTICE PROVIDER as required by hospital policies and procedures.

QUALIFICATIONS:

1. The ADVANCED PRACTICE PROVIDER shall maintain qualifications as specified in the POLICY ON CLINICAL PRIVILEGES FOR ADVANCED PRACTICE PROVIDERS. His/her past experience and training shall be commensurate with privileges requested.
2. The scope of duties and responsibilities of the ADVANCED PRACTICE PROVIDER shall be delineated on an approved Delineation of Privileges form and approved by the Board.

Print Name

QUALIFICATIONS - continued:

3. The Supervising Physician shall delegate only tasks and procedures to his or her ADVANCED PRACTICE PROVIDER which are within or contemplated by the clinical privileges granted to the Supervising Physician by the Medical Executive Committee and the Board of Commissioners and which the ADVANCED PRACTICE PROVIDER has been approved to perform. It is understood that the supervision of an ADVANCED PRACTICE PROVIDER shall never be transferred to a physician who is not currently a fully appointed member of Atrium Health Medical Staff.
4. If the Medical Staff appointment or Clinical Privileges of the Sponsoring Physician are resigned, revoked or terminated, the ADVANCED PRACTICE PROVIDER's permission to practice shall automatically terminate and his or her clinical privileges shall be automatically relinquished.

SUPERVISION:

Except where the Delineation of Privileges form provides for Personal Supervision or Proximate Supervision, General Supervision (as defined below) will be required for all tasks and procedures performed by the ADVANCED PRACTICE PROVIDER.

1. "General Supervision" shall mean the procedure is furnished under the supervising physician's overall direction and control, but the physician is not required to be present during the procedure. General Supervision requires the performance of tasks and procedures in a manner that is consistent with state law, the applicable standard of care, Medical Staff Bylaws and hospital policies and procedures, but does not require Personal Supervision or Proximate Supervision, as those terms are defined below.
2. "Proximate Supervision for these procedures" shall mean the physical presence of a sponsoring/supervising physician in the hospital, in close proximity and immediately available to furnish assistance and direction to the ADVANCED PRACTICE PROVIDER as needed.
3. "Personal Supervision" shall mean the physical presence of a sponsoring/supervising physician in the room with the Allied Health Professional during the performance of a procedure.

**ATRIUM HEALTH
DELINEATION OF PRIVILEGES FORM
ADVANCED PRACTICE PROVIDER
SPECIALTIES OF INTERNAL MEDICINE**

Print Name _____

	YES		NO*	I have participated in direct patient care in the hospital or outpatient** setting within the past two (2) years.
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***If the answer is No, please do not complete this form. Contact your Medical Staff Services Coordinator for additional instructions regarding the required proctoring process.**

Initial appointment **Reappointment** **Updated DOP/Sponsoring Physician Change**

To be eligible for Advanced Practice Provider (APP) core privileges, the applicant must meet the following qualifications:

- If the applicant completed their APP training program in the past two (2) years, the applicant must:
 1. Provide documentation of successful completion of an accredited Nurse Practitioner or Physician's Assistant graduate program where you participated in direct patient care in the hospital setting; **AND**
 2. Verification from the program director that the Applicant successful completed the program. Experience must include evidence of current clinical competence during the past two (2) years. The Applicant has the burden of producing information deemed adequate by the Hospital for a proper evaluation of current competence, and other qualifications and for resolving any doubts; **OR**
 2. If you are unable to provide current clinical competence during the past two (2) years, check the applicable core privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for thirty (30) encounters related to APP core privileges requested.
- If the applicant completed their APP training program greater than two (2) years ago, the applicant must:
 1. Demonstrate that he/she has provided inpatient or outpatient* services for at least thirty (30) patients, for services directly related to the APP core privileges requested, during the past two (2) years in an accredited hospital, healthcare facility, or outpatient* clinic; **OR**
 1. Check the applicable core privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for thirty (30) encounters related to APP core privileges requested.

Print Name _____

NOTE 1: "CORE" privileges cannot be amended or altered in any way.

NOTE 2: ADVANCED PRACTICE PROVIDERS must apply for "CORE" privileges in order to be eligible for special procedure clinical privileges at any facility within Atrium Health.

NOTE 3: Please note that the exercise of certain privileges enumerated herein is necessarily limited by the operational and resource constraints of the facility. All procedures must be performed within a clinical setting with the capabilities and organizational structure required to provide appropriate support.

NOTE 4: If you are unable to meet the competency criteria defined by the Medical and Dental Staff for core and/or special privileges, you will need to request permission to proctor by selecting the applicable proctoring box(s) below. Proctoring is required for privileges when an applicant/appointee does not meet the initial qualifications or reappointment criteria.

****NOTE 5: Outpatient care experience within the past two (2) years is acceptable for those applying for the Outpatient Only Core Privilege.**

SPECIAL PRIVILEGES WITH QUALIFICATIONS AND/OR SPECIFIC CRITERIA - PROVIDE THE NUMBER OF PROCEDURES PERFORMED WITHIN THE PAST TWO YEARS AND FACILITY WHERE THE PROCEDURES WERE PERFORMED.

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		GENERAL INTERNAL MEDICINE (ADULT) CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-1	Provide care, treatment, and services consistent with adult practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s). The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations including rectal and genitor-urinary examinations as indicated; order diagnostic testing and therapeutic modalities; perform field infiltrations of anesthetic solutions; perform incision and drainage of superficial abscesses; remove chest tubes; record progress notes; write discharge summaries.

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-1	SPECIAL PROCEDURES					
											Must apply for and maintain General Internal Medicine (Adult) Core Privileges					
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-1 (b)	PICC Lines (excluding internal jugular lines and subclavian placement)	15				
										CAPP-MED-1 (f)	Insertion - Subcutaneous Birth Control Implant	5				
										CAPP-MED-1 (g)	Removal - Subcutaneous Birth Control Implant	5				
											PERSONAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	
										CAPP-MED-1 (c)	Insertion of arterial lines	10				
										CAPP-MED-1 (d)	Cardiac Stress Testing - Exercise	10				
										CAPP-MED-1 (e)	Cardiac Stress Testing - Drug Induced	10				
										CAPP-MED-1 (h)	Joint Injections	10				

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-1	SPECIAL PROCEDURES					
											Must apply for and maintain General Internal Medicine (Adult) Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	
										CAPP-MED-1 (j)	Lumbar Puncture	5				

Print Name _____

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-1):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

MAINTENANCE CRITERIA FOR CONTINUED SPECIAL PRIVILEGES (CAPP-MED-1):

The APP must submit a representative sample of a minimum of ten (10) cases, to include at least two (2) cases for each special privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	OUTPATIENT ONLY CORE PRIVILEGE	
										CAPP-MED-14	Outpatient Core Privileges
<p>Outpatient core privilege in internal medicine include the provision of care for patients within the age group of patients seen by the sponsoring physician(s). Privileges include the evaluate, diagnosis, medical services associated which fall within the purview of the Department of Internal Medicine, participate in the teaching activation involved in the care of outpatients at the Atrium Health Greater Charlotte Market hospital-licensed clinics.</p>											

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	ALLERGY AND IMMUNOLOGY CORE PRIVILEGES		Proctoring Requested
									N/A	CAPP-MED-2	<p>Provide care, treatment, and services consistent with patients presenting with conditions or disorders involving the immune system, both acquired and congenital, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic modalities; record progress notes; write discharge summaries.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		CARDIOVASCULAR DISEASE CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-3	<p>Provide comprehensive care to patients diagnosed with cardiovascular disease and those identified as at risk for cardiac vascular events within the age group of patients seen by the supervising physician.</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations including rectal and genitor-urinary examinations as indicated; order diagnostic testing and therapeutic modalities; perform field infiltrations of anesthetic solutions; perform incision and drainage of superficial abscesses; preliminary interpretation of electrocardiogram with physician consultation; record progress notes; write discharge summaries. Provide basic care and management of patients with implantation of artificial heart and mechanical devices to support or replace the heart partially or totally.

Directing/Performing Advanced Cardiac Life Support (ACLS) in accordance with certification. **Documentation of current certification required.** Continued ACLS certification will be tracked and monitored by the service line.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-3	SPECIAL PROCEDURES					
											Must apply for and maintain Cardiovascular Disease Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
					N/A		N/A		N/A	CAPP-MED-3(a)	Central venous catheterization insertion and removal, nontunneled (all sites)	10				
										CAPP-MED-3(b)	Cardiac Stress Testing – Exercise (This includes the ability to obtain the Confirmation of Consent)	10				
										CAPP-MED-3(c)	Cardiac Stress Testing – Drug Induced (This includes the ability to obtain the Confirmation of Consent)	10				

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-3	SPECIAL PROCEDURES Must apply for and maintain Cardiovascular Disease Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
					N/A		N/A		N/A	CAPP-MED-3(d)	Tilt Table Testing (This includes the ability to obtain the Confirmation of Consent)	10				
										CAPP-MED-3(e)	Implantable Loop Recorder Implantation and Removal	10				
		N/A	N/A	N/A		N/A	N/A	N/A	N/A	CAPP-MED-3(f)	Management of temporary mechanical circulatory support (MCS) – does not include adjusting the position of MCS.	Evidence of MCS course	N/A	N/A	N/A	
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-3(g)	Cardioversion (Anesthesia service line to administer sedation)	25				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-3(a-e and g)):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-3(f)):

1. Applicants must present evidence of appropriate training by attending an MCS course covering indications, management, treatment of CS with MCS (or training equivalent as deemed appropriate by the CICU medical director).

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-3(a-e)):

The APP must submit a minimum of cases as outlined below, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process. A maximum of 50% of the cases may be performed in the approved simulation laboratory.

Print Name _____

- CAPP-MED-3(a) Central venous catheterization insertion and removal, nontunneled (all sites) 2
- CAPP-MED-3(b) Cardiac Stress Testing – Exercise (This includes the ability to obtain the Confirmation of Consent) 2
- CAPP-MED-3(c) Cardiac Stress Testing – Drug Induced (This includes the ability to obtain the Confirmation of Consent) 2
- CAPP-MED-3(d) Tilt Table Testing (This includes the ability to obtain the Confirmation of Consent) 2
- CAPP-MED-3(e) Implantable Loop Recorder Implantation and Removal 10

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-3(f)):

The APP must submit a minimum of twenty-four (24) management cases over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process. A maximum of 50% of the cases may be performed in the approved simulation laboratory.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-3(g)):

The APP must submit a minimum of ten (10) cases over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process. A maximum of 50% of the cases may be performed in the approved simulation laboratory.

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		CRITICAL CARE MEDICINE CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-4	<p>Management of care including risk appraisal, interpretation of diagnostic tests, providing treatment for patients with complex needs who are critically ill within the age group of patients seen by the sponsoring physician(s) (inclusive of neurological or postneurosurgical, postsurgical, postcardiac/thoracic surgical care).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place admission, transfer and discharge orders on behalf of the supervising physician; Perform history and physical examinations on new admissions or consultations at the direction of the supervising physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations including rectal and genitourinary examinations as indicated; record progress notes; document discharge and transfer summaries; order and interpret electrocardiograms with second reading by the supervising physician; order and perform initial interpretations of radiographic exam with second reading by the supervising physician and/or radiologist; may order diagnostic testing and therapeutic modalities; including laboratory tests, blood and blood product administration, medications, treatments, ventilator management, IV fluids and electrolytes; perform endotracheal extubation; may remove chest tubes; perform tracheal tube changes, downsizing or decannulation; perform local infiltration of anesthetic solutions; order topical anesthesia; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; perform incision and drainage of superficial abscesses with and without packing; peg tube replacement-mature tract; emergent management of acute cardiopulmonary arrest following Advanced Cardiac Life Support (ACLS) in accordance with current certification; initiate referral to appropriate physician. Provide basic care and management of patients with implantation of artificial heart and mechanical devices to support or replace the heart partially or totally.

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-4	SPECIAL PROCEDURES					
											Must apply for and maintain Critical Care Medicine Core Privileges					
											PERSONAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A							CAPP-MED-4(f)	Fiberoptic Bronchoscopy in the intubated patient for removal of secretions diagnosis of pneumonia	10				
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A							CAPP-MED-4(a)	Insertion of Chest Tubes	10				
			N/A							CAPP-MED-4(c)	Peripherally Inserted Central Venous Catheters (PICC) Lines	15				
			N/A							CAPP-MED-4(d)	Insertion of Pulmonary Artery Catheters	10				
			N/A							CAPP-MED-4(e)	Intra-aortic balloon pump removal	5				
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A							CAPP-MED-4(b)	Central venous catheterization insertion and removal, nontunneled (all sites)	10				
			N/A							CAPP-MED-4(g)	Urgent Endotracheal Intubation	10				
			N/A							CAPP-MED-4(h)	Thoracentesis	10				
			N/A							CAPP-MED-4(i)	Paracentesis	10				

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-4	SPECIAL PROCEDURES					
											Must apply for and maintain Critical Care Medicine Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A							CAPP-MED-4(k)	Insertion of Percutaneous Arterial Lines	15				
			N/A							CAPP-MED-4(m)	Lumbar Puncture	10				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-4):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-4):

The APP must submit a minimum of cases as outlined below, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process. A maximum of 50% of the cases may be performed in the approved simulation laboratory.

- CAPP-MED-4(a) Insertion of Chest Tubes 2
- CAPP-MED-4(b) Central venous catheterization insertion and removal, nontunneled (all sites) 2
- CAPP-MED-4(c) Peripherally Inserted Central Venous Catheters (PICC) Lines 2
- CAPP-MED-4(d) Insertion of Pulmonary Artery Catheters 2
- CAPP-MED-4(e) Intra-aortic balloon pump removal 2
- CAPP-MED-4(f) Fiberoptic Bronchoscopy in the intubated patient for removal of secretions diagnosis of pneumonia 2
- CAPP-MED-4(g) Urgent Endotracheal Intubation 10
- CAPP-MED-4(h) Thoracentesis 2
- CAPP-MED-4(i) Paracentesis 2
- CAPP-MED-4(k) Insertion of Percutaneous Arterial Lines 5
- CAPP-MED-4(m) Lumbar Puncture 2

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		SPECIALTY OF DERMATOLOGY	Proctoring Requested
										CAPP-MED-5	Provide care, treatment, and services consistent with dermatology practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s). The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.	

NOTE: Dermatology Core Clinical Privileges include initiate/place orders on behalf of the supervising physician; assist in major medical procedures such as Mohs micrographic surgery, if applicable; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; initiate referrals to appropriate physicians or other healthcare professional for problems that exceed the ADVANCED PRACTICE PROVIDER's scope of practice; make daily rounds on hospitalized patients with or at the direction of the sponsoring physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic field infiltrations of anesthetic solutions; write discharge summaries and record progress notes.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-5	SPECIAL PROCEDURES					
											Must apply for and maintain Dermatology Core Privileges					
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
											CAPP-MED-5 (a)	Cryosurgery	10			
											CAPP-MED-5 (b)	Electrosurgery/ Electrodessication	10			
											CAPP-MED-5 (c)	Biopsies and simple and complex excisions	10			

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-5):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the "minimum number required" as indicated above; **OR**
2. Check the applicable privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-5):

The APP must submit a minimum of five (5) cases, for each special privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		SPECIALTY OF ENDOCRINOLOGY	Proctoring Requested
										CAPP-MED-6	<p>Provide care, treatment, and services consistent with endocrinology practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients.</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic modalities; record progress notes; write discharge summaries.

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		SPECIALTY OF GASTROENTEROLOGY	Proctoring Requested
										CAPP-MED-7	<p>Provide care, treatment, and services consistent with gastroenterology practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; obtain medical histories and perform physical exams, order radiological studies; make daily rounds on hospitalized patients with or at the direction of the supervising physician; order diagnostic testing and therapeutic modalities; peg tube replacement-mature tract; record progress notes; write discharge summaries.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-7	SPECIAL PROCEDURES					
											Must apply for and maintain Gastroenterology Core Privileges					
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-7(a)	Paracentesis	10				

Print Name _____

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-7):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-7):

The APP must submit a minimum of two (2) cases over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		HEMATOLOGY/MEDICAL ONCOLOGY CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-8	<p>Provide care, treatment, and services consistent with hematology/oncology practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	
<p>The ADVANCED PRACTICE PROVIDER may in consultation with the supervising physician, perform the following duties: initiate/place orders initiate referral to appropriate physician or other healthcare professional of problems that exceed the ADVANCED PRACTICE PROVIDERs scope of practice if indicated; make daily rounds on hospitalized patients; obtain and record medical/social history and perform physical examinations; perform field infiltrations of anesthetic solutions; perform minor superficial procedures (suture/resecure loose PICC/Drain), order diagnostic testing and therapeutic modalities; record progress notes; write discharge summaries.</p>												

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-8	SPECIAL PROCEDURES					
											Must apply for and maintain Hematology/Medical Oncology Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-8(f)	Extracorporeal photopheresis (ECP)	5				
										CAPP-MED-8(h)	Lumbar Puncture	5				

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-8	SPECIAL PROCEDURES					
											Must apply for and maintain Hematology/Medical Oncology Core Privileges					
											PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-8(a)	Bone Marrow Aspiration and Biopsy	10				
										CAPP-MED-8(c)	Administration of Intrathecal Antineoplastic Agents	5				
										CAPP-MED-8(d)	Punch Biopsy	10				
										CAPP-MED-8(g)	Fat Pad Aspirate	5				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-8):

- Applicants must present evidence of appropriate training; **AND**
- Demonstrate current competence and evidence of performance within the past two (2) years of at least the "minimum number required" as indicated above; **OR**
- Check the applicable privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-8a – d and f – h):

The APP must submit a minimum of two (2) cases, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-8	SPECIAL PROCEDURES					
											Must apply for and maintain Hematology/Medical Oncology Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-8(e)	Write oral/subcutaneous/Intra muscular/ intravenous/ intraperitoneal antineoplastic agents per protocol prescribed by the attending oncologist	30				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-8(e)):

1. Applicants with less than one (1) year of experience in the specialty of hematology/medical oncology must check the applicable privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above; **OR**
1. Applicants with greater than one (1) year of experience in the specialty of hematology/medical oncology who cannot provide thirty (30) orders from a prior facility, within the past two (2) years, must check the applicable privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above; **OR**
1. Applicants with greater than one (1) year experience can provide documentation of current competence and evidence of performance within the past two (2) years of at least thirty (30) orders.

NOTE: Orders must be anonymized, completed within the last two years, and must include the name and address or the supervising/collaborating physician.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		HOSPITALIST CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-9	<p>Provide care, treatment, and services consistent with hospitalist practice, including performance of History & Physicals, interpretation of labs and diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/placement of orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; perform History & Physicals; make daily rounds on hospitalized patients with, or at the direction of, the supervising physician; order and interpret diagnostic tests and therapeutic modalities; write progress notes; write discharge summaries.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-9	SPECIAL PROCEDURES					
											Must apply for and maintain Hospitalist Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-9(a)	Central venous catheterization insertion and removal, nontunneled (all sites)	10				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-9):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-9):

The APP must submit a minimum of two (2) cases, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		SPECIALTY OF INFECTIOUS DISEASES	Proctoring Requested
										CAPP-MED-10	<p>Provide care, treatment, and services consistent with Infectious Disease practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic modalities; perform field infiltrations of anesthetic solutions; perform incision and drainage of superficial abscesses; record progress notes; write discharge summaries.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-10	SPECIAL PROCEDURES					
											Must apply for and maintain Infectious Diseases Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
											CAPP-MED-10(a)	Lumbar Puncture	5			

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-10):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the "minimum number required" as indicated above; **OR**
2. Check the applicable privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-10):

The APP must submit a minimum of two (2) cases, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		SPECIALTY OF NEPHROLOGY	Proctoring Requested
										CAPP-MED-11	Provide care, treatment, and services consistent with nephrology practice with a focus on care that promotes health, prevents kidney disease, presents and/or manages the complications of acute and chronic disease, and prevents disability for patients within the age group of patients seen by the supervising physician. The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.	

The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; perform wound debridement and general care for superficial wounds and minor superficial surgical procedures; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations including rectal and genitor-urinary examinations as indicated; order diagnostic testing and therapeutic modalities; perform field infiltrations of anesthetic solutions; perform incision and drainage of superficial abscesses; record progress notes; write discharge summaries.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-11	SPECIAL PROCEDURES					
											Must apply for and maintain Nephrology Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-MED-11(a)	Central venous catheterization insertion and removal, nontunneled (all sites)	10				

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-11(a)):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-11(a)):

The APP must submit a minimum of two (2) cases, for each privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		PULMONARY DISEASE CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-12	<p>Provide care, treatment, and services consistent with a Pulmonary practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	
<p>The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic modalities; remove chest tubes; perform field infiltrations of anesthetic solutions; record progress notes; write discharge summaries.</p>												

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		RHEUMATOLOGY CORE PRIVILEGES	Proctoring Requested
										CAPP-MED-13	<p>Provide care, treatment, and services consistent with Rheumatology practice, including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).</p> <p>The ADVANCED PRACTICE PROVIDER may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.</p>	
<p>The ADVANCED PRACTICE PROVIDER may, in consultation with the supervising physician, perform the following duties: initiate/place orders on behalf of the supervising physician; initiate referral to appropriate physician; make daily rounds on hospitalized patients with or at the direction of the supervising physician; obtain and record medical/social history and perform physical examinations; order diagnostic testing and therapeutic modalities; record progress notes; write discharge summaries.</p>												

Print Name _____

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	CAPP-MED-13	SPECIAL PROCEDURES					
											Must apply for and maintain Rheumatology Core Privileges					
											GENERAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
											CAPP-MED-13(a)	Joint Injections	10			
											CAPP-MED-13(b)	Cortisone and Hyaluronic Acid Injections	10			
											CAPP-MED-13(c)	Trigger Point Injections	10			

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-MED-13):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-MED-13):

The APP must submit a representative sample of a minimum of ten (10) cases, to include at least two (2) cases for each special privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland		TELEMEDICINE ONLY PRIVILEEGS	Proctoring Requested	
											CAPP-MED-T	Provide care, treatment, and services consistent with the practice of the sponsoring physician(s), including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for patients within the age group of patients seen by the sponsoring physician(s).	

PRIVILEGES REQUESTED BY:

I attest that I am not currently a user of illegal drugs or do not currently abuse the use of legal drugs.

I attest that I do not have a physical or mental condition which could affect my motor skills or ability to exercise the clinical privileges requested or that I require an accommodation in order to exercise the privileges requested safely and competently.

I attest that the information provided in my initial application or most recent reappointment is accurate and has not changed, specifically the disclosure questions relating to my licensure or registration, clinical privileges, participation in benefit programs, health status, liability, and work history.

Signature of Applicant

Date

Printed or typed name of Applicant

SPONSORING PHYSICIAN:

Signature of Sponsoring Physician

Date

Printed or typed name of Sponsoring Physician

Signature of Sponsoring Physician

Date

Printed or typed name of Sponsoring Physician

CASE LOG

Name: _____

Date: _____

	DATE	MEDICAL RECORD NUMBER	PROCEDURE TYPE	Name of procedure (as listed on DOP, e.g. CAPP-MED-1(a))
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REFERENCE ONLY