

SECTION 1. ORGANIZATION OF DEPARTMENT OF OB/GYN

The Department of OB/GYN shall be organized as established in Article 10 of the Bylaws of the Medical Staff.

SECTION 2. MEMBERSHIP

Membership in the OB/GYN Department will consist of physicians who:

Practice and have demonstrated an ability in Obstetrics and/or Gynecology. Applicants must have completed an approved residency approved by the American College of Graduate Medical Education in Obstetrics and Gynecology and must become Diplomates of the American Board of Ob/Gyn (ABOG) within five (5) years of the completion of residency training and satisfy the recertification requirements. Members who allow their certification to lapse must recertify within 18 months of expiration or will be considered to have voluntarily resigned from the Medical Staff and not be entitled to hearing and other procedural rights.

SECTION 3. OB/GYN DEPARTMENTAL EXECUTIVE COMMITTEE

- A. The OB/GYN Departmental Executive Committee will be organized as established in Article 10 of the Bylaws and Rule 5 of the Medical Staff Rules and will fulfill the responsibilities therein.
- B. Membership of the OB/GYN Departmental Executive Committee shall include:
 - 1. Chief
 - 2. Chief-Elect
 - 3. Immediate Past Chief
 - 4. Director of OB/GYN
 - 5. Associate Director's of OB/GYN
 - 6. Medical Director or his designee
 - 7. Representative of Family Practice Department
 - 8. Other physicians as assigned
- C. The department will hold meetings as established in Article 11 of the Bylaws and will enforce meeting attendance requirement thereof.
- D. The OB/GYN Executive Committee will appoint one of its members to serve on the Surgery Committee.

SECTION 4. DEPARTMENT MEETING

- A. The department shall meet as often as necessary at the call of the Department Chief but at least quarterly.
- B. Elections will be held at the annual meeting scheduled in May. A slate of officers will be presented by the departmental Executive Committee and nominations will be accepted from the floor. A majority vote of those active staff members present is required for elections and/or business transactions.
- C. Important business matters requiring action by the Department of OB/GYN, in the judgment of the Chief of OB/GYN, may be voted on by mail ballot. If any active member of the Department of OB/GYN requests an open meeting rather than a mail ballot, such meeting will be held.
- D. There will be clinical meetings once a month which will include lectures, case presentations and review of selected deaths, unimproved patients, complications and errors in diagnosis and treatment.

SECTION 5. QUALITY ASSURANCE ACTIVITIES AND REPORTING

The Quality Assurance activities of the Department of Obstetrics and Gynecology include: (1) continuous monitoring of department activities by use of clinical indicators; and (2) acquisition of information from hospital sources outside

the OB/GYN Department. These sources include, but are not limited to, nursing, infection control, surgical case review, pharmacy & therapeutics, blood usage, drug usage, medical records, safety, and risk management.

SECTION 6. PRIVILEGE GRANTING AND RENEWAL

- A. All recommendations for either the initial granting or renewal of privileges will be accomplished following the process established in Article 5 and Article 7 of the Bylaws.
- B. Privileges will be reviewed and recommended by the Department Chief based upon documented evidence of training and experience.
- C. All requests for additional clinical privileges, accompanied by supporting documentation, must be submitted in writing to the Department Chief via the Medical Staff Office.
- D. Recommendations for privileges within the Department will be recommended by the OB/GYN Executive Committee and the Executive Committee of the Medical Staff, with final action taken by the Governing Board.
- E. It is the responsibility of each physician treating obstetric and gynecology patients in the hospital to have privileges currently applicable for the condition he/she is treating and to be knowledgeable about his/her approved privileges.
- F. Minimum # procedures to be proctored satisfactorily prior to release from proctoring:
 - 1 Major GYN procedure
 - 1 Minor GYN procedure (may be fulfilled by satisfactory completion of major procedure)
 - 1 Vaginal delivery
 - 1 management of complicated perinatal patient (desired but not required)
 - 2 C-sections (1 primary and 1 repeat)
 - 1 laparoscopy procedure
- G. In order to maintain departmental privileges it is necessary to demonstrate competency of the electronic health record (EHR). Failure to do so will result in administrative suspension per the Medical Staff Bylaws, Section 13.3-6.

SECTION 7. INSERVICE TRAINING

The members of the Department of OB/GYN will provide and participate in inservice training for physicians, nurses and technicians in an effort to continually improve the quality of care for patients.

SECTION 8. CPR PROFICIENCY

Members of the Department of OB/GYN should be proficient in CPR. Completion of a formal course in cardiopulmonary resuscitation consistent with the standards of the American Heart Association is desirable but not mandatory for completion of these criteria.

SECTION 9. WRITTEN POLICIES AND PROCEDURES

(Title 22 70547) There shall be written policies and procedures developed and maintained by the person responsible for the service in consultation with other appropriate health professionals and administration. These policies and procedures shall reflect the standards and recommendations of the American College of Obstetricians and Gynecologists "Standard for Obstetric-Gynecologic Hospital Services" and the American Academy of Pediatrics "Hospital Care of Newborn Infants". Policies shall be approved by the medical staff and administration where such is appropriate.

Approval:

OB/GYN Committee: 07/2005; 01/2008; 06/2011; 04/2013; 01/2014, 09/2016
Executive Committee: 08/2005; 02/2008; 07/2011; 02/2014; 10/2016