

## **SECTION 1. ORGANIZATION OF DEPARTMENT OF PSYCHOLOGY**

- A. The Department of Psychology is one of the seven clinical departments of the Ventura County Medical Center, as described in Article 10 of the Medical Staff bylaws.
- B. Application for Medical Staff membership and privileges is open to all qualified psychologists who are licensed by the State of California Board of Psychology, Medical Board of California, in the Department of Consumer Affairs, or are temporarily licensed by the board of Psychology under a reciprocity agreement with the licensing board of another State, for the duration of the board of Psychology's temporary approval to practice in the State of California (The duration of these temporary licenses is currently six months). If Permanent California State licensure is not achieved within the required period of time, VCMC Medical Staff Privileges will be automatically revoked. It is expected that psychologists appointed through the Psychology Department will be affiliated with serving Health Care Agency patients in some way and that the location of their practice permits that service.

Health Care Agency psychologists currently "waivered" by the State of California Mental Health Department shall be supervised by licensed psychologists under the Rules and Regulations to assist them in acquiring the skills and hours needed to take the licensing examination, and do not practice independently. Upon licensure, they too will become eligible for Medical Staff membership in the Ventura county Medical Center Psychology Department.

In order to be a VCMC Medical Staff member of the Psychology Department, with clinical duties, a Psychologist must have a California License as a Psychologist, and the appropriate education, training, and experience to do the clinical work. Effective January 23, 2006, all new applicants must have graduated from a graduate program that was approved by the APA on the date the degree was granted, or be a member in good standing of the National Register of Health Service Providers in Psychology.

## **SECTION 2. DEPARTMENT EXECUTIVE COMMITTEE**

- A. Membership of the Psychology Department Executive Committee will have representation from both Children and Adult services and shall be at a minimum:
  - 1. Current Department Chief
  - 2. Chief-elect
  - 3. Immediate Past Chief
  - 4. Two Members-at-LargeEx-Officio members may include emeritus staff.
- B. It will be the task of the Department Chief to:
  - 1. Hold Departmental meetings as established in Article 11 of the bylaws and will enforce meeting attendance requirements thereof.
  - 2. Be responsible for the functioning of the professional organization of the Department to maintain the hospital standards in cooperation with the Chief of the Medical Staff.
  - 3. Serve as the Psychology Department's representative to the VCMC Medical Staff Executive Committee and other committees as required by the bylaws.

4. Arrange for the review of applicants for initial privileges and the required proctoring process, reporting recommendations from the Psychology Department Executive Committee regarding these.
  5. Be responsible for other duties outlined in Article 10, Section 10.5 of the bylaws and Rule 5 of the Medical Staff Rules.
- C. It will be the task of the Psychology Department Executive Committee to:
1. Assure that the Department meets regularly at the call of the Department Chief, but at least quarterly.
  2. Act as the nominating committee for the Psychology Department and present a slate of officers, including floor nominations, to Department members.
  3. Review applications for Medical Staff membership and privileges, and provide evaluations to the Department Chief, who will make recommendations to the VCMC Medical Staff Executive Committee concerning appointments.
  4. Receive the written reports from the proctors for initial privileges and the upgrading of privileges. After review, the committee will report to the VCMC Medical Staff Executive Committee regarding appropriate privileges, or the Department Chief may elect to convey this information to the Chief of the Medical Staff.
  5. Review requests for re-appointment and renewal of privileges, and in general be involved in the credentialing process, which includes periodic peer review.

### **SECTION 3. DEPARTMENT MEETINGS**

Psychology Department meetings will be held at least quarterly on clinical peer review and performance improvement issues. To assure the best patient care, a subcommittee that includes an officer or member-at-large shall meet monthly to address clinical issues, particularly those that are specific to a particular privilege or specialty area. Active Medical Staff psychologists are expected to attend at least 75% of the Department's meetings each year. They are also expected to attend at least 75% of the meetings of any committee of which they are members. The elections of Psychology Department officers will be held at the May meeting.

### **SECTION 4. PRIVILEGES**

At the time of application for Medical Staff membership, psychologists will be sent a list of privileges and the qualifying criteria for each. At the same time, information about the proctoring process will be made available, if requested. The Chief of the Psychology Department, in consultation with the Department's Executive Committee, will determine the appropriateness of the request for privileges, and make recommendations to the VCMC Medical Staff Executive Committee. A psychologist may only supervise unlicensed individuals that are doing work that the licensed psychologist is privileged to do.

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.

Approval:

Psychology Committee: 01/2005; 05/2005; 09/2006; 05/2011; 11/2011; 02/2014

MEC: 08/2011; 04/2014