

POLICY

Licensee Designate

Purpose

The Non-Hospital Medical and Surgical Facilities Accreditation Program (NHMSFAP) Committee is responsible for establishing accreditation standards for non-hospital facilities and ensuring that facilities meet required standards for the quality and safety of service delivery in an accredited non-hospital facility.

The committee may establish standards, rules, policies and guidelines respecting the skills and training necessary for the appointment of medical staff.

This policy describes the responsibilities of a licensee designate in the non-hospital setting.

Policy

The NHMSFAP Bylaws state that all medical staff practising in a facility must ensure continuity of care for their patients including those patients who require admission to a hospital following a procedure performed at the facility.

A licensee who is a member of the medical staff of a non-hospital facility who does not hold active or admitting privileges at a hospital local to the facility must have a licensee designate to ensure continuity of care. The licensee designate must

- be of the same specialty as the non-hospital physician,
- hold active privileges at a hospital local to the facility, and
- agree to take responsibility for the management of any patient requiring hospital admission due to complications arising from a procedure performed at the facility appropriate to the patient's condition.

A licensee designate must take responsibility for management of any patient requiring hospital admission from the non-hospital physician for whom they have agreed to be a licensee designate. The licensee designate must

- be available by telephone and be able to attend the hospital local to the facility to assess and/or treat the patient as appropriate to the patient's condition, and

- personally accept transfer of care and admit to hospital and manage the patient as appropriate to the patient's condition, or
- have agreements with colleagues to arrange for transfer of care for patients who require admission to a hospital.

Definitions

non-hospital physician	A licensee of the College of Physicians and Surgeons of BC (CPSBC) who is a member of the medical staff of a non-hospital facility.
licensee designate	A licensee of CPSBC with active privileges at a hospital local to the non-hospital facility who has agreed to be a designate for a non-hospital physician who does not hold active or admitting privileges at a hospital local to the facility.
hospital local to the facility	A hospital where it is a reasonable expectation that transfer can be arranged and accepted relative to the patient's condition, would not result in unreasonable and foreseeable risk of harm to the patient, and would be acceptable to the patient.

Responsibility

Role	Responsibility
NHMSFAP Committee	<ul style="list-style-type: none"> • Establish standards, rules, policies and guidelines respecting the qualifications necessary for the appointment of licensees to non-hospital facilities
NHMSFAP	<ul style="list-style-type: none"> • Assess licensee designate suitability with credentialing and privileging review • Review licensee designate annually with facility statistics submissions
Medical director	<ul style="list-style-type: none"> • Ensure physicians without active or admitting privileges at a hospital local to the non-hospital facility have a current licensee designate prior to performing any procedures at the non-hospital facility • Submit information regarding designate status with annual facility statistics and as requested

Non-hospital physician	<ul style="list-style-type: none">• Identify a licensee designate of the same specialty with active privileges at a hospital local to the non-hospital facility• Ensure licensee designate is aware of responsibilities and available for contact
Licensee designate	<ul style="list-style-type: none">• Hold active privileges at a hospital local to the non-hospital facility• Provide confirmation to the medical director of the licensee designate form, accepting licensee designate responsibility for continuity of care
College of Physicians and Surgeons of BC	<ul style="list-style-type: none">• Ensure that licensees and facilities comply with the bylaws, standards, rules, policies and guidelines respecting medical staff appointments including licensee designate responsibilities