

Role and Expectation of the Advanced Practitioner Appointed to the Limited Medical Staff Quick Reference Guide

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GOAL: Define the role of the Advanced Practitioner (AP) who has been appointed to the Limited Medical Staff of the dialysis facility.

Advanced Practitioners include: Nurse Practitioner (NP), Advanced practice nurse (APN), Physician assistant (PA)

- Must be licensed to practice based on completing an advanced educational program.
- Acts independently and/or in collaboration with other health care professionals in the delivery of health care services as permitted by applicable state law, regulations, medical staff bylaws, and licensing body.

Role of the Advanced Practitioner /Applying to Governing Body/Role of the Primary Supervising Physician

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| <ul style="list-style-type: none"> <input type="checkbox"/> The Advanced Practitioner on the Limited Medical Staff is an employee or agent of an Active Medical Staff Member, who is a current member in good standing of the facility Medical Staff and: <ul style="list-style-type: none"> ✓ Is not an employee of the dialysis facility and functions under the Primary Supervising Physician’s direction. ✓ Must be Active Medical Staff Members, to the Governing Body. ✓ May attend patients at this dialysis facility after he or she applies to the Governing Body for privileges and is granted appropriate privileges consistent with <i>The Practitioner Credential Verification and Appointment to Medical Staff Policy.</i> ✓ May only provide clinical care for individual patients at the dialysis facility in lieu of, on behalf of and/or under the Supervising Physician | <ul style="list-style-type: none"> ✓ May not provide services on behalf of any person or entity except their Supervising Physician ✓ May not provide services on behalf of any person or entity except their Supervising Physician ✓ Advanced Practitioners who wish to provide only value-based care coordination or case management services on behalf of value-based care organizations, a Kidney Care Entity, or other similar organization must seek authorization under the Requests for Facility Access from Agents of Outside Entities to Interact with Patients in the Dialysis Centers policy to provide care coordination or case management services on behalf of value-based care organizations, a Kidney Care Entity, or other similar organization. ✓ May not ask facility staff to provide services that: <ul style="list-style-type: none"> • are not included in the Prospective Payment System (PPS) dialysis bundle, • are not appropriate components of care for an incenter dialysis facility, or • do not provide continuity of quality care during the patient’s dialysis treatment. |
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- If multiple attending physicians (as in a physician practice group) desire to use the services of and supervise an Advanced Practitioner, then the Primary Supervising Physician shall identify such additional Supervising Physicians
- The administrative duties of the Medical Director **cannot** be delegated to an Advanced Practitioner

Termination of Appointment

- The appointment of an Advanced Practitioner shall automatically terminate if:
 - ✓ His or her Primary Supervising Physician terminates this supervisory relationship and no new Primary Supervising Physician, who is an Active Medical Staff Member, is identified and approved by the Governing Body.
 - ✓ Other bases of termination are as indicated in the Medical Staff Bylaws.

Criteria for Obtaining Privileges

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| <ul style="list-style-type: none"> <input type="checkbox"/> The following information must be presented to the Governing Body to be considered for Medical Staff privileges | <ul style="list-style-type: none"> ✓ Evidence of state Advanced Practitioner licensure and adequate professional liability insurance to include coverage for extracorporeal dialysis procedures ✓ Application for Privileges and other documentation as outlined in the <i>Practitioner Credential Verification and Appointment to Medical Staff Policy</i> ✓ Written sponsorship of an active Medical Staff member in good standing ✓ A copy of any collaborative agreement, collegial agreement, protocol or the equivalent which sets forth guidelines regarding the scope of practice between the Advanced Practitioner and the Primary Supervising Physician ✓ Once approved by the Governing Body, the Advanced Practitioner will receive written approval of the granting of privileges appointing the Advanced Practitioner to the Medical Staff and granting him or her Advance Practitioner privileges. |
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Criteria for Obtaining Privileges (cont.)

<input type="checkbox"/> Privilege Exceptions:	If the Advanced Practitioner does not have 6 months of prior experience in the provision of care to dialysis patients in an inpatient or outpatient setting, the Advanced Practitioner is to be accompanied by the Supervising Physician and any orders issued by such Advanced Practitioner are to be countersigned by the Supervising Physician, until such Advanced Practitioner has attained 6 months of experience in the care and treatment of dialysis patients.
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Medical Staff Bylaws

<input type="checkbox"/> Must be provided a copy of the Medical Staff Bylaws. The Medical Staff Bylaws outline credentialing, qualifications, responsibilities, limited procedure rights, and grievance policies and procedures.
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<input type="checkbox"/> Credential Personnel Files	<input type="checkbox"/> Personal Identification	<input type="checkbox"/> Responsibilities Permitted at FK
<ul style="list-style-type: none"> ✓ All credential and personnel files will be maintained at the facility in a confidential and secure manner. ✓ Any health information must be maintained in a confidential and secure manner as required by applicable federal and state laws and regulations. 	<ul style="list-style-type: none"> ✓ It is the Primary Supervising Physician's responsibility to inform patients that the Advanced Practitioner will work in collaboration with the attending medical staff, see patients at the dialysis facility, review medical records and coordinate the patient's care and treatment plan with the physician. 	<ul style="list-style-type: none"> ✓ The Advanced Practitioner may perform tasks routinely provided by a Supervising Physician unless prohibited by state law, licensing body, Medical Staff Bylaws or regulations.

<input type="checkbox"/> Medical Record Documentation	<input type="checkbox"/> Primary Supervising Physician Signing
<ul style="list-style-type: none"> ✓ The Advanced Practitioner will: <ul style="list-style-type: none"> • Provide accurate and thorough documentation of the patient's medical condition in the patient's medical record. Entries shall be legible, signed and dated. • To the extent applicable, sign any telephone orders upon the next visit to the facility or in accordance with state law whichever is earliest. • Use the electronic systems to document entries in the patient's medical record. 	<ul style="list-style-type: none"> ✓ If required by state law, regulations, licensing body, and medical staff bylaws, the Primary Supervising Physician will sign/countersign any orders, notes, or instructions documented by the advanced practitioner in the patient's medical record.

<input type="checkbox"/> Rounding Schedule	<input type="checkbox"/> Primary Supervising Physician Signing
<ul style="list-style-type: none"> ✓ A rounding schedule must be provided, or the Advanced Practitioner must let the facility know in advance (preferably no less than 24 hours) when they plan to visit the facility to see patients. ✓ Must provide arrangements for back-up coverage as needed and notify the nursing staff of any changes in these schedules 	<ul style="list-style-type: none"> ✓ If required by state law, regulations, licensing body, and medical staff bylaws, the Primary Supervising Physician will sign/countersign any orders, notes, or instructions documented by the advanced practitioner in the patient's medical record.

<input type="checkbox"/> Review Facility Policies and Procedures and Medical Office Memo's
<ul style="list-style-type: none"> ✓ The AP must be fully familiar with all applicable rules, regulations, policies of the facility and medical staff bylaws with respect to emergencies, initiation and termination of treatment, infection control procedures, etc. ✓ It will be the responsibility of the Primary Supervising Physician to schedule reviews of this information with the appropriate facility staff at the facility's convenience, prior to the AP seeing patients at this dialysis facility. ✓ In addition, the Primary Supervising Physician must also review memos and communications from Medical Office with the AP.

<input type="checkbox"/> Medical Emergency	<input type="checkbox"/> Infection Control
<ul style="list-style-type: none"> ✓ In a medical emergency, in the absence of the Medical Director or other physician, the Advanced Practitioner may provide direction to the staff in emergency treatment. ✓ In the event of a conflict, the Clinical Manager or Team Leader has the final authority. 	<ul style="list-style-type: none"> ✓ Hand hygiene must be exercised in accordance with professional standards, facility policies and procedure and the conditions for coverage. ✓ Personal protective equipment must be worn when at risk for blood splatter in according with Conditions for Coverage and as otherwise required by facility policies and procedures