

Title: CREDENTIAL/CORRECTIVE ACTION FILE

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Location: Saint Joseph Regional Medical Center (SJPMC)		Department: Centralized Credentials

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POLICY:

1. A physician may review any correspondences in his/ her own Credentials file directed by him/ her to the Medical Center, or directed from the Medical Center to him/ her. The balance of information in the Credentials file is considered peer review.
2. A physician may receive anything in his/ her Corrective Action file that was sent by him/ her to the Medical Center, or was directed from the Medical Center to him/ her. The balance is peer review.
3. If a physician is currently under investigation, determination will be made in consultation with the Chief Medical Officer what information will be provided to that physician. Any time a subpoena duces tecum is received, the physician will be informed of its receipt and a response to the subpoena will be made with assistance of counsel.

References/Standards:

- Policy Origin Date: February 1995
- Review Date: December 2009, December 2012, December 2015, December 2018
- Revised Date:
- Effective Date: February 1995
- Reviewed/Recommended By: Medical Executive Committee
- Policy 109