

Title: CLINICAL OBSERVATIONS PROCESS MEDICAL STAFF POLICY

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

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POLICY:

1. SJRMC has an Observation Policy. This policy includes the process and paperwork for each approved type of observation.
2. The Medical Staff has reviewed this policy and have added the following two requirements for medical staff if they request to bring in any approved individuals:
 - A. The Responsible Department identified below must have 72 hours to 2 weeks notice depending on the type of observation.
 - B. The hospital reserves the right to limit the number of observers.
 - 1) Exceptions of these two requirements include approved individuals through affiliation agreements with:
 - a) Loyola
 - b) Indiana University
 - c) Memorial Hospital of South Bend (residents)

PROCEDURE:

- A. The following departments will be responsible for the approved individuals identified below. Each of the areas will coordinate the process along with assistance from Human Resources and Employee Health and Directors of Clinical Units as needed.
 - 1) Medical Students, Residents, Fellows or anyone in training in the medical field from the United States or foreign country will be processed by the GME program.
 - 2) Nurses, Nursing Students, Nurse Practitioners or any midlevel providers will be processed by the Clinical Education Department.
 - 3) Physician Assistant or PA student, Physicians and observers who are not in medical training will be processed by the Medical Staff Office.
 - 4) All observers in the Saint Joseph Physician Network are coordinated by the SJPN Administration Office.

References/Standards:

- Hospital Observation Policy
- Hospital Visitor Control Policy
- Policy Origin Date: August 2011
- Review Date: December 2012, December 2015, December 2018
- Revised Date:
- Effective Date: December 2011
- Reviewed/Recommended By: Medical Executive Committee
- Policy 185