

LOMA LINDA UNIVERSITY MEDICAL CENTER
PREVENTIVE MEDICINE SERVICE
RULES AND REGULATIONS

I. RESPONSIBILITIES:

The Preventive Medicine Service of Loma Linda University Medical Center is responsible for:

- A. Evaluating the qualifications of those individuals applying or reapplying for membership on the Medical Staff of the Preventive Medicine Service.
- B. Monitoring the ethical and professional practices of Preventive Medicine staff members and the quality of care provided by them.
- C. Supervising the clinical activities of students and residents assigned to the Preventive Medicine Service.
- D. Providing continuing education services to its members and others interested in this discipline.
- E. These responsibilities will extend to all clinical activities of staff members, whether inpatient or outpatient, or at any of the external sites where bona fide service contracts with the service are held.

II. MEMBERSHIP:

Requirements for membership in the Preventive Medicine Service of the Medical Staff shall be determined by the Executive Committee of the Medical Staff and shall be implemented through the Bylaws, and Rules and Regulations of the Medical Staff. In addition, applicants for membership in the Preventive Medicine Service shall be board certified in Preventive Medicine or be otherwise qualified by training and/or experience to fulfill all the requirements of these Rules and Regulations.

III. OFFICERS:

The Chairman of the Department of Preventive Medicine of Loma Linda University School of Medicine shall serve as Chief of the Preventive Medicine Service of Loma Linda University Medical Center. In the absence of the Chairman, the individual acting

as Chairman shall serve as Chief. The Chairman may appoint an Associate Chief of Service, or other appropriate offices, and delegate responsibilities to these individuals.

The Chief of Service shall:

1. Serve as Chairman of the Preventive Medicine Service Committee
2. Organize and chair regular meetings of the members of the Preventive Medicine Service.
3. Appoint service committees as needed or required.
4. Maintain records of the Preventive Medicine Service.

IV. COMMITTEES:

A. Preventive Medicine Service Committee – Chaired by Chief of Service

1. Membership: All members of the Preventive Medicine Service shall be members of the Service Committee.
2. Function:
 - a. Review applications for appointment and reappointment to the Preventive Medicine Service.
 - b. Recommend to the Chief of the Service the granting of specific clinical privileges.
 - c. Recommend to the entire service appropriate Service Policies, and Rules and Regulations.
 - d. Assist the Chief of Service in his/her administrative activities.

B. Quality Improvement Committee

1. Chairman: The Quality Improvement Committee of the Preventive Medicine Service shall be chaired by a member of the Service appointed by the Chief of Service. The Committee Chair shall be responsible for the ongoing quality improvement activities of the Service
2. Membership: Members of the Quality Improvement Committee shall be appointed by the Chief of the Service upon the recommendation of the Chairman of the Committee and shall represent the various subspecialty areas and activities currently in the service.

3. Function:

- a. In conjunction with the Medical Staff Quality Improvement Committee, this Committee will review selected aspects of care on the Preventive Medicine Service with the goal of achieving continuing quality improvement.
- b. The Committee will present recommendations to the Chief of Service for changes in policies, procedures and regulations that are intended to improve the quality of care on the Preventive Medicine Service.
- c. The Committee will arrange various educational programs for the service members to support and enhance its quality improvement activities.

V. POLICIES:

Additional rules and regulations governing the Preventive Medicine Service will be developed as policies. These policies will be approved by the Preventive Medicine Service Committee and the Executive Committee of the Medical Staff. They will be reviewed annually and distributed to all members of the Preventive Medicine Service as the Rules and Regulations governing the Service.

VI. PREVENTIVE MEDICINE SERVICE PRIVILEGES

- A. Privileges will be granted in accordance with the Medical Staff bylaws.
- B. For active full-time staff privileges, certification by the American Board of Preventive Medicine or demonstration of equivalent training and skills will be required. In all cases, demonstrated experience, competence, judgement and character will be required.

VII. PROCTORING

All initial appointments to the Preventive Medicine Service are contingent on the applicant demonstrating to his/her peers that they have the capability of evaluating and managing their patients appropriately. This involves the ability to take an adequate history and perform appropriate physical evaluations. It also involves the ability to originate appropriate diagnostic and therapeutic orders and to interpret the data that results from those orders. The usual requirement is that 10 cases demonstrating a mix of problems and procedures be reviewed by a peer. Both consultations and outpatient evaluations may be used to complete this requirement.