



**Family Medicine KHDO**  
Delineation of Privileges

**Applicant's Name:**

Instructions:

1. Click the Request checkbox to request a group of privileges.
2. Uncheck any privileges you do not want to request in that group.
3. Check off any special privileges you want to request.
4. Sign/Date form and Submit with required documentation.
5. Applicants have the burden of producing information deemed adequate by the Hospital for a proper evaluation of current competence, current clinical activity, and other qualifications and for resolving doubts related to qualification of requested privileges.

***Department Chair: Check the appropriate box for recommendation on the last page of this form. If recommended with conditions or not recommended, provide condition or explanation on the last page of this form.***

**Other Requirements:**

1. ***Note that privileges granted may only be exercised at the site(s) and setting(s) that have the appropriate equipment, license, beds, staff, and other support required to provide the services defined in this document. Site-specific services may be defined in hospital or department policy.***
2. ***This document is focused on defining qualifications related to competency to exercise clinical privileges. The applicant must also adhere to any additional organizational, regulatory, or accreditation requirements that the organization is obligated to meet.***
3. ***If called for patient care, all members of the Family Medicine Department must be able to respond within 30 minutes or have an alternate who can respond within 30 minutes.***

**Core Privileges - OUTPATIENT Family Medicine**

**Description:** To be eligible to apply for core privileges in OUTPATIENT family medicine, the initial applicant must meet the following criteria:

Qualifications	
<b>Education/Training</b>	Successful completion of an Accreditation Council for Graduate Medical Education (ACGME)- or American Osteopathic Association (AOA)-accredited residency in family medicine or emergency medicine.
<b>Certification</b>	<p>Current certification or active participation in the examination process, with achievement of certification within six years of completion of residency, leading to certification in family medicine by the American Board of Family Medicine or the American Osteopathic Board of Family Physicians or emergency medicine by the American Board of Emergency Medicine or the American Osteopathic Board of Emergency Medicine.</p> <p style="text-align: center;"><b>AND</b></p> <p>Current BLS certification is required for outpatient privileges.</p>
<b>Clinical Experience (Initial)</b>	Applicants for initial appointment must be able to demonstrate provision of care, reflective of the scope of privileges requested and as the attending physician during the past 1emonstrate successful completion of an ACGME- or AOA-accredited residency, clinical fellowship, or research in a clinical setting within the past 12 months.
<b>Clinical Experience (Reappointment)</b>	To be eligible to renew core privileges in family medicine, the applicant must attest that on an average they see a routine schedule of patients per day. The applicant must also participate in OPPE. Administrative indicators are as follows: Use of EMR, meeting attendance at two department, medical staff or committee meetings. Clinical indicators will be verified during chart review on five patient records. The review will include the following: Was blood pressure measured? Was weight measured? Was appropriate treatment plan developed (i.e., ankle sprain)?
<b>Core Privileges</b>	<p>Perform history and physical exams.</p> <p>Order diagnostic tests and services.</p> <p>Visit established patients in the inpatient setting and review the medical record, consult with the inpatient attending providers, observe diagnostic or surgical procedures with the approval of the attending physician or surgeon.</p> <p>Minor outpatient procedures reflective of their scope of practice.</p> <p>OMT</p>

Request	<b><i>Request all privileges listed below.</i></b> <i>Uncheck any privileges that you do not want to request</i>	Department/Section Chair	Credentials Committee Chair
	Evaluate, diagnose, and treat disorders of the circulatory, dermatologic, respiratory, endocrine, metabolic, musculoskeletal, hematopoietic, gastroenteric, neurologic, renal, basic psychiatric, and genitourinary systems.		

## Core Privileges - INPATIENT Family Medicine

**Description:** To be eligible to apply for core privileges in INPATIENT family medicine, the initial applicant must meet the following criteria:

Qualifications	
<b>Education/Training</b>	Successful completion of an Accreditation Council for Graduate Education (ACGME)- or American Osteopathic Association (AOA)-accredited residency in family medicine. Provision of care, reflective of the scope of privileges requested, for at least 24 inpatients as the attending physician during the past 12 months.
<b>Certification</b>	Current certification or active participation in the examination process, with achievement of certification within six years of completion of residency, leading to certification in family medicine by the American Board of Family Medicine or the American Osteopathic Board of Family Physicians.  <b>AND</b> Current ACLS certification is required for INPATIENT privileges.
<b>Clinical Experience (Reappointment)</b>	To be eligible to renew core privileges in family medicine, the applicant must meet the following maintenance of privilege criteria: Current demonstrated competence and an adequate volume of experience with acceptable results, reflective of the scope of privileges requested, for the past 24 months based on results of ongoing professional practice evaluation and outcomes. Evidence of current ability to perform privileges requested is required of all applicants for renewal of privileges. To be eligible to renew core privileges in family medicine, the applicant must attest that on an average they see a routine schedule of patients per day. The applicant must also participate in OPPE. Administrative indicators are as follows: Use of EMR, meeting attendance at two department, medical staff or committee meetings. Clinical indicators will be verified during chart review on five patient records. The review will include the following: Was blood pressure measured? Was weight measured? Was appropriate treatment plan developed (i.e., ankle sprain)?

Request	<b><i>Request all privileges listed below.</i></b> <i>Uncheck any privileges that you do not want to request</i>	Department/Section Chair	Credentials Committee Chair
	Admit, evaluate, diagnose, treat, and provide consultation to patients with common and complex illnesses, diseases, and functional disorders of the circulatory, dermatologic, respiratory, renal, endocrine, metabolic, musculoskeletal, hematopoietic, gastroenteric, neurologic, basic psychiatric and genitourinary systems. Admit, evaluate, and provide care to patients in the intensive care setting in conformance with unit policies. Assess, stabilize, and determine disposition of patients with emergent conditions consistent with medical staff policy regarding emergency and consultative call services. The core INPATIENT privileges include the procedure list above and such other procedures that are extensions of the same techniques and skills.		
	Abscess incision and drainage		
	Anesthesia limited to local anesthetics and uncomplicated peripheral nerve blocks		
	Arterial blood sampling		

	Arthrocentesis and joint injection		
	Bladder catheterization		
	Blood component transfusion therapy		
	Cardioversion, emergent		
	EKG interpretation		
	Endotracheal intubation		
	Epistaxis management including simple cautery and packing		
	External transcutaneous pacing		
	Imaging interpretation for plain film radiography		
	Laceration repair, simple uncomplicated		
	Laryngoscopy, direct or indirect		
	Management of basic adult psychiatric care including overdose and withdrawal		
	NG/OG tube placement		
	OMT		
	Pericardiocentesis, emergent		
	Peripheral venous access		
	Removal of superficial body from skin, eyes, ears		
	Resuscitation		
	Skin biopsy and simple excision		

**Obstetrical and Gynecological Privileges - LEVEL I**

**Qualifications**

**Clinical Experience (Initial)** Criteria as for INPATIENT family medicine core.

**Clinical Experience (Reappointment)** To be eligible to renew Level I privileges for family medicine in obstetrics and gynecology, the applicant must have demonstrated competence and an adequate volume of experience (12 inpatients) with acceptable results, reflective of the scope of privileges requested, for the past 24 months based on results of ongoing professional practice evaluation including outcomes for the obstetrical patient. Evidence of current ability to perform privileges requested is required of all applicants for renewal of privileges.

Request	<b><i>Request all privileges listed below.</i></b> <i>Uncheck any privileges that you do not want to request</i>	Department/Section Chair	Credentials Committee Chair
	Admit, evaluate, diagnose, and non-surgical management of the female patient with common gynecological and obstetrical problems, for example, abnormal uterine bleeding, infections of the GU tract, benign and malignant neoplasms, sexual assault, menopause and geriatric gynecology, medical diseases during pregnancy, such as hypertension, and ectopic pregnancy. Procedural skills necessary for such care include: gynecological examination, removal of vaginal foreign body, repair of minor vaginal trauma, culdocentesis, cervical biopsy, and polypectomy, IUD insertion and removal.		
	Privileges for D&C for incomplete abortion and diagnostic D&C will be considered by special request based on documented training and/or experience and demonstrated competence.		

**Obstetrical and Gynecological Privileges - LEVEL II**

**Qualifications**

**Education/Training** Documentation of the following:  
 Completion of the three-year family practice residency included a minimum of three months or greater obstetrical experience and/or have documented experience for and demonstrated competence.  
**AND**  
 A supporting letter for those privileges from the director of obstetrical training in the applicant's residency or from the chief of the obstetrical clinical service of the hospital where privileges were previously held.  
**AND**  
 Demonstrated current competence and evidence of the performance of at least 6 deliveries in the past 12 months.

**Clinical Experience (Initial)** Criteria as for INPATIENT family medicine core.

**Clinical Experience (Reappointment)** To be eligible to renew Level II privileges for family medicine in obstetrics and gynecology, the applicant must demonstrate the following:  
 Competence and an adequate volume of experience (12 inpatients) with acceptable results, reflective of the scope of privileges requested, for the past 24 months based on results of ongoing professional practice evaluation and outcomes.  
**AND**  
 Competency and evidence of the performance of at least 24 deliveries in the past 12 months.

Request	<p align="center"><b>Request all privileges listed below.</b>  <i>Uncheck any privileges that you do not want to request</i></p>	<p align="center"><b>Department/Section Chair</b></p>	<p align="center"><b>Credentials Committee Chair</b></p>
	<p>Privileges include all Level I privileges as well as care of the obstetrical patient including: evaluation of fetal maturity, feto-placental adequacy, normal cephalic delivery including outlet forceps, exploration of the vagina, cervix and uterus, manual removal of the placenta, episiotomy and repair including fourth degree perineal repair, pudendal and paracervical block anesthesia, fetal monitoring, diagnostic D&amp;C, and D&amp;C for incomplete AB. Selective induction of labor requires consultation. Family physicians requesting Level II privileges should request and identify one or more obstetrician(s) on Active staff who agree to provide consultation. Family physicians will be monitored according to standards currently established for members of the clinical section of Obstetrics-Gynecology. It will be the responsibility of Family Medicine Clinical Service to evaluate its members according to these standards and alter or rescind privileges accordingly.</p>		

**Obstetrical and Gynecological Privileges - LEVEL III**

**Qualifications**

**Education/Training** Documentation of the following:  
 Completion of the three-year family practice residency including a minimum of six months or greater obstetrical experience and/or have documented experience for and demonstrated competency.

**AND**

A supporting letter for those privileges from the director of obstetrical training in the applicant's residency or from the chief of the obstetrical clinical service of the hospital where privileges were previously held.

**AND**

Demonstrated current competence and evidence of the performance of at least 12 deliveries in the past 12 months.

**Clinical Experience (Initial)** Criteria as for INPATIENT family medicine core.

**Clinical Experience (Reappointment)** To be eligible to renew Level III privileges for family medicine in obstetrics and gynecology, the applicant must demonstrate the following:  
 Competence and an adequate volume of experience (12 inpatients) with acceptable results, reflective of the scope of privileges requested, for the past 24 months based on results of ongoing professional practice evaluation and outcomes.

**AND**

Competency and evidence of the performance of at least 26 deliveries in the past 12 months.

Request	<p style="text-align: center;"><b>Request all privileges listed below.</b>  <i>Uncheck any privileges that you do not want to request</i></p>	<p style="text-align: center;"><b>Department/Section Chair</b></p>	<p style="text-align: center;"><b>Credentials Committee Chair</b></p>
	<p>Privileges include Level I, Level II, and selective induction of labor. Augmentation of labor pharmacologic inhibition of labor requires consultation. Multiple delivery and breech delivery may be requested and approved individually. Other more specialized privileges may be requested at this level and approved based on documentation training, experience, and demonstrated competence. Family physicians requesting Level III privileges should request and identify one or more obstetrician(s) on Active staff who agree to provide consultation. Family physicians will be monitored according to standards currently established for members of the clinical section of Obstetrics-Gynecology. It will be the responsibility of Family Medicine Clinical Service to evaluate its members according to these standards and alter or rescind privileges accordingly.</p>		

**Special Noncore Privileges (See Specific Criteria)**

**Description:** If desired, noncore privileges are requested individually in addition to requesting the core. Submission of certification of clinical competence by program director/department chair and/or evidence of performance of 5 cases required for each individual requesting noncore privileges.

Request	<p align="center"><b>Request all privileges listed below.</b>  <i>Uncheck any privileges that you do not want to request</i></p>	Department/Section Chair	Credentials Committee Chair
	Arterial cannulation		
	Biopsy - Cervical		
	Biopsy - Endometrial		
	Cardiac pacemaker, transvenous, temporary		
	Central venous catheter placement, including ultrasound guidance		
	Diagnostic lumbar puncture		
	Flexible sigmoidoscopy		
	Infusion center		
	Paracentesis, abdominal		
	Pulmonary function testing		
	Thoracentesis		

**Circumcision**

**Qualifications**

- Education/Training** Successful completion of formal training in this procedure or the applicant must have completed hands-on training in this procedure under the supervision of a qualified physician preceptor. Evidence of having performed 2 proctored procedures during training.
- Clinical Experience (Initial)** Demonstrated current competence and evidence of the performance of at least 2 procedures in the past 12 months.
- Clinical Experience (Reappointment)** Demonstrated current competence and evidence of the performance of at least 2 procedures in the past 24 months based on results of quality assessment/improvement activities and outcomes.

Request	<p align="center"><b>Request all privileges listed below.</b>  <i>Uncheck any privileges that you do not want to request</i></p>	Department/Section Chair	Credentials Committee Chair
	Circumcision		

**Administration of Sedation and Analgesia**

**Description:** See Hospital Policy for Moderate Sedation.

Request	<p align="center"><b>Request all privileges listed below.</b>  <i>Uncheck any privileges that you do not want to request</i></p>	Department/Section Chair	Credentials Committee Chair
	Moderate sedation		

**Acknowledgment of Applicant**

I have requested only those privileges for which by education, training, current experience, and demonstrated competency I am entitled to perform and that I wish to exercise at Kettering Health Dayton and Kettering Health Washington Township and I understand that:

- A. In exercising any clinical privileges granted, I am constrained by Hospital and Medical Staff policies and rules applicable generally and any applicable to the particular situation.
- B. Any restriction on the clinical privileges granted to me is waived in an emergency situation and in such situation my actions are governed by the applicable section of the Medical Staff Bylaws or related documents.

\_\_\_\_\_  
 Practitioner's Signature \_\_\_\_\_  
Date

**Department Chair Recommendation - Privileges**

I have reviewed the requested clinical privileges and supporting documentation and make the following recommendation(s):

	Recommend all requested privileges
	Do not recommend any of the requested privileges
	Recommend privileges with the following conditions/modifications/deletions (listed below)

Privilege	Condition/Modification/Deletion/Explanation



Department Chair Recommendation - Additional Comments

\_\_\_\_\_  
Chairman, Department/Section

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Credentials Committee

\_\_\_\_\_  
Date