

MEDICAL PRACTITIONERS' BY-LAWS

Townsville Day Surgery aims to provide and maintain a high standard of medical care in day patient procedures. The responsibility for the delivery of care is between the patient and Medical Practitioner. The Townsville Day Surgery aims to share with the Practitioners the responsibility for maintenance of high standards. Townsville Day Surgery will ensure professionally competent nursing staff is provided. It will provide equipment and ensure that such equipment is maintained in good working order, checked at regular intervals and operated by trained and approved staff. Townsville Day Surgery will provide for preventative and corrective maintenance and regular checking of all emergency equipment.

1. Medical credentialing and granting clinical privileges.

Townsville Day Surgery entitles only those Medical Practitioners accredited with clinical privileges to engage in care and treatment of patients at the Day Surgery. Accreditation shall only be extended to professionally competent Medical Practitioners legally registered by the Australian Health Practitioner Regulation Agency, and who can document experience and background training. Application for clinical privileges should be made on the prescribed form and the following details are required:

- Full name, date of birth, private and professional addresses, as well as telephone numbers.
- Medical qualifications – when and where they were obtained.
- Endoscopic accreditation where applicable.
- Previous and present appointments of practice.
- Documentation of registration with the Australian Health Practitioner Regulation Agency and current registration number.
- Details of subscriptions to a medical defence organization.
- Details of any physical or other condition which may place the patient safety or quality of care at risk.
- Declaration and signature of the applicant.
- Declaration of medico legal action taken against the applicant which may have limited the applicant's clinical practice.
- The names and contact details of at least three professional referees

2. Appeals Process.

Medical Practitioners may appeal in writing against any matters relevant to the granting of clinical privileges. Neither Townsville Day Surgery nor the Medical Practitioner shall be legally represented during any proceedings directly or indirectly related to the appeals process.

3. Professional Capabilities for Medical Practitioners.

Interpersonal

The practitioner will act with dignity, honesty and respect for:

- Staff
- Other medical practitioners
- The structure of the organization and its chains of authority and responsibility
- The quality and risk management initiatives at Townsville Day Surgery

Patient Relationship

It is expected that the Practitioner will:

- Establish an empathetic relationship based on helpfulness, high quality clinical services, and appropriate level of service relative to the clinical problem.

Open Disclosure

- It is the policy of Townsville Day Surgery to adhere to the National Open Disclosures Standard. *"The Open Disclosure Standard promotes a clear and consistent approach by Australian hospitals to open communication with patients and their nominated support person following an adverse event. It includes guidelines for discussion about what has happened, why it happened, and what is being done to prevent it"*

happening again.” **Reference: Australian Council for Safety and Quality in Health Care Open Disclosure Standard 2004.**

- Elements of the Open Disclosure Standard include:
 1. An expression of regret for the outcome.
 2. A factual explanation of what happened.
 3. Consequences of the event.
 4. Steps being taken to manage the even.
 5. Steps taken to prevent a reoccurrence.
- A copy of the Open Disclosure Standard is available on request.

Evidence Based Practice (EBP)

The Practitioner shall undertake Evidence Based Practice and have the ability to do clinical research on the Internet.

Personal Behaviour

- Practitioners shall maintain his/her relevant registrations and accreditations.
- Practitioners shall maintain his/her Maintenance of Professional Standards and documentation of ongoing education through the relevant College.
- Practitioners shall Practice with strong focus on “evidence based” medical principles.

General

It is expected that the Practitioner will:

- Practice principles of privacy legislation.
- Keep confidential all knowledge of strategies and goals as well as commercial factors of Townsville Day Surgery.
- Keep confidential all private information of personnel within Townsville Day Surgery.
- Practice in accordance with the Policies and Procedures of Townsville Day Surgery.
- Practice in a manner which is cost sensitive and avoids unnecessary waste of materials, services and staff.
- Ensure that results of all tests carried out at Townsville Day Surgery are reviewed in relation to patients admitted under his/her care.
- Maintain appropriate follow up register where appropriate.
- Be aware of “key performance indicators” in the facility and use best endeavours to achieve these.
- Work as a team player in non clinical areas.
- Participate in ongoing education of clinical and other staff.

References

Two written references are required from suitably qualified medical practitioners who:

- Have known the applicant for a minimum of 12 months
- Have worked with the applicant in clinical situations
- Do not have any financial interest in the applicant being granted clinical privileges.

References shall be checked by a medical practitioner qualified in the same, or similar, specialty. If this is not practical or possible, then the Medical Director of Townsville Day Surgery shall be deemed to be qualified to undertake peer review.