

Status **Active** PolicyStat ID **16805061**



Origination 05/2024
Last Approved 01/2025
Effective 01/2025
Last Revised 01/2025
Next Review 01/2026

Owner Janette Dirks:
Senior Manager
Medical Staff
Services
Department Area Medical Staff
Applicability AK - Providence
Alaska MC

Department of Surgery Rules & Regulations

DEPARTMENT COMPOSITION

The Surgery Department consists of the following surgical sub-specialties; these sub-specialties are the approved subsections of the department:

- Cardiothoracic
- Adult and Pediatrics Oral and Maxillofacial Surgery
- ENT (Otolaryngology)
- General Surgery
- Neurosurgery
- Ophthalmology
- Pediatric Surgery
- Plastic & Reconstructive
- Podiatry
- Urology
- Vascular

CHAIR

The Department of Surgery members shall elect a Department Chair among its active members for a term of two (2) years. If the Department can not elect a chair, the Chief of Staff may appoint a Chair of the Department of Surgery from among the active members of the staff who are qualified for membership in the Department of Surgery.

Each subsection (identified above) shall elect a Subsection Chair among its active members for a term of two (2) years that shall report to the Department / Department Chair. If a sub-section cannot determine a Chair, the Surgery Department Chair may appoint subsection chairs.

Responsibilities

The duties and responsibilities of the Department Chair are outlined in the Medical Staff Bylaws.

Both the Sub-section Chair(s) and Department Chair will continually review qualifications and performance of Surgery Department members. The Surgery Department Chair and the Subsection Chairs may at their discretion suggest to withdraw, modify, or continue privileges of any department member for good cause. Such reduction in privileges would be subject to review as outlined in the Medical Staff Bylaws, and Policies and Procedures. The Subsection Chair or Department Chair will determine the need for an assistant or proctor if necessary.

PROMPTNESS

It is essential that promptness in appearing for scheduled operations be observed. If a delay of over 30 minutes is anticipated, the OR supervisor should be notified as far in advance as possible. Failure to provide such notice will result in rescheduling of the case.

RECORDS

History, physical examination, and appropriate laboratory reports according to anesthesia guidelines must be on the chart prior to surgery. This requirement is waived in a bona fide emergency.

PROSCRIPTION OF ITINERANT SURGERY

The Medical Staff Bylaws proscribe itinerant surgery. In order to give meaning to this proscription, the Department of Surgery prohibits any surgeon who does not reside for [6] months or more per year within [30] miles of Providence Alaska Medical Center (PAMC) (an "Itinerant Surgeon") from performing surgery at PAMC unless the surgeon has a written agreement with another physician who is as well qualified to continue the essential aspects of total surgical care (as reasonably determined by the Chief of Staff and Chief of Surgery or their designee) and who is a member of the active medical staff (the "Sponsoring Physician"). The written agreement must be provided to the Chief of Staff in advance and must provide that the Sponsoring Physician will personally provide all ongoing care and treatment to patients of the Itinerant Surgeon, and shall be responsible for that care, when the Itinerant Surgeon is unavailable.

SURGERY EMERGENCY COVERAGE

- a. All actively practicing members of the Department of Surgery are required to participate in an organized Emergency Medicine Call schedule.
- b. Each subsection of the Department of Surgery is responsible for providing the call schedule to the Emergency Medicine Department.
- c. Those subsections that provide call coverage on a "city-wide" basis rather than for Providence

Alaska Medical Center alone, may have members that take call at only one hospital or the other (i.e., Alaska Regional or Providence), but members must participate in the call schedule.

- d. Members of the Department of Surgery who are contracted with any managed care plan or organization (i.e. IPA, PPO, HMO or insurance company, etc.) must provide emergency surgical care for those patients covered by that plan.
- e. Members of the Department of Surgery must respond to emergencies in a "reasonable period of time." (EMTALA regulation)
- f. A member of the Department of Surgery may petition the department to reduce or limit his/her call responsibility due to health or special circumstances.

EMERGENCY ROOM CALL EXEMPTIONS

As determined by each surgical sub-section exemptions may be made for privileged physicians. Department members must apply to the Sub-Section Chair for this exemption. If the Sub-Section Chair approves the request, it will then be sent to the Department Chair for approval. The Department Chair will forward the request to the Medical Executive Committee, and then Community Ministry Board for final approval.

If a sub-section can not determine the issue at a sub-section level or the sub-section disagrees with the sub-section chair's decision, the issue shall be taken to the department chair for assistance and direction.

MEETINGS

The Surgery Department shall meet quarterly. The Surgery Sub-Sections shall meet as often as needed during the intervening months between the department meetings. Any items for approval reviewed at Surgery Sub-Sections will move to the next Department meeting agenda for approval by the Department (with the exception of Sub-Section Chairs). All items for inclusion on the agenda of the Sub-Section or Department meeting shall be coordinated through the Medical Staff Services Department and appropriate Chair.

END OF RULES & REGULATIONS

Historical Approval: Effective 11/90; Revised 11/95, 1997, 1/00, 01/07, 9/09, 1/14, 09/17, 05/21, 11/22

Attachments

 [1692376150-image1.png](#)

Approval Signatures

Step Description

Approver

Date

Providence Alaska Regional Board	Governing Board Committee [AT]	01/2025
PAMC Medical Executive Committee	Medical Executive Committee: MEC [AT]	01/2025
Bylaws	ByLaws Committee [AT]	01/2025
Owners	Janette Dirks: Senior Manager Medical Staff Services [AT]	12/2024

Applicability

AK - Providence Alaska MC

Standards

No standards are associated with this document