

**DEPARTMENT OF FAMILY MEDICINE  
RULES AND REGULATIONS****I. Definition**

- A. Family Medicine is the continuing and current expression of the historical medical practitioner, and is uniquely defined within the family context.
- B. Family Medicine is comprehensive medical care with particular emphasis on the family unit, in which the physician's continuing responsibility for health care is not limited by the patient's age or sex, or by a particular organ system or disease entity.
- C. Family Medicine is the specialty in breadth that integrates biomedical, behavioral, and social sciences. The core of knowledge and procedural skills encompassed by the discipline of family medicine prepares the family physician for a unique role in patient care, including the use of cognitive and procedural skills in diagnosis and management, and as a personal physician who provides and coordinates health care.

**II. Purpose**

- A. The purpose of the Family Medicine Department at Providence Alaska Medical Center is to provide a family physician with an opportunity for education and self-discipline, as well as a framework within which family physicians may work as a group on problems affecting the whole department or any individual member of the department. The Family Medicine Department provides family physicians with equal representation in staff policy, administration, and clinical services. It is a full clinical department with all of the rights, duties, and responsibilities attended thereto.

**III. Objective**

- A. The objective of the Family Medicine Department is to assure hospitalized patients the availability of the highest quality of medical and surgical care as a continuation of their family physician's ongoing comprehensive care.

**IV. Membership**

- A. Department members are expected to:
  - 1. Provide high-quality continuing care for their patients, seeking appropriate consultations when needed.
  - 2. Participate actively in hospital continuing education and quality improvement programs.
- B. To maintain membership in good standing in the Department of Family Medicine, members must abide by the Medical Staff Bylaws, Policies and Procedures, and other policies as set forth by the Department of Family Medicine and Providence Alaska Medical Center.
- C. Resident Members:
  - 1. Residents in the Alaska Family Medicine Residency are eligible to be Resident Members of the Department.
  - 2. Resident Members may attend all Department meetings and be appointed to subcommittees, except when the Department meets in executive session or on matters of discipline or peer sanction for department members.
  - 3. Resident Members may not introduce motions or vote on matters before the Department or subcommittees.

**V. Chair**

- A. The Department of Family Medicine will elect a Chair of the Department, or if the Department fails to elect a Chair, the Chief of Staff may appoint a Chair from among the active members of the staff who are qualified for membership in the Department of Family Medicine. The Department Chair will be excused from the EMTALA Call schedule during the time of his/her service as chair.
- B. The Family Medicine Department has a sub-section that includes the Providence Family Medicine Center (PFMC). The sub-section chair will be Providence Family Medicine Center Residency Program Director or Assistant Director when the Program Director is unavailable. The PFMC sub-section chair will have the authority to recommend the granting of privileges for all PFMC Practitioners.
- C. The sub-section chair will develop, maintain and monitor policies and procedures to ensure a reasonable level of competence for PFMC Practitioners receiving privileges at the PFMC.

**VI. Special Consideration**

- A. Attending physicians and allied health professionals providing clinical services at Providence Family Medicine Center (PFMC Practitioners) must have site-specific privileges approved as follows:
  - 1. All PFMC Practitioners must have privileges at PAMC in the appropriate department.
  - 2. PFMC Practitioners must also request privileges at the PFMC.
  - 3. PFMC privileges will be renewed and reviewed bi-annually when the PAMC privileges are renewed during the reappointment process.

**VII. Application**

- A. The Chair will evaluate all Medical Staff applicants who wish their practice at Providence Alaska Medical Center to be limited to Family Medicine and make recommendations that will be forwarded to the Credentials Committee. The Chair shall review those actions and monitor recommendations for member movement between the various membership categories.

**VIII. Departmental Responsibilities**

- A. Ensure the proper functioning of the Family Medicine Department.
- B. The Chair, or his/her representative, shall be available for medical administrative advice at all times.
- C. Conduct peer review.
- D. Enforce Department rules and regulations.
- E. The Department shall act in accordance with the Bylaws and Policies of the Medical Staff of Providence Alaska Medical Center.

**IX. Quality Improvement**

- A. The Family Medicine Department shall institute a voluntary peer review program among its members who agree to review cases in the following areas of Family Medicine, Newborn/Pediatrics, Obstetrics, and other specialty areas of interest. Volunteers will be contacted by the Peer Review Department to coordinate case files for review.

- B. The Department Chair and a designated alternate shall serve on the Physician Quality Committee (PQC) to monitor activities of Family Medicine physicians in the hospital and to identify problem areas. Recommendations of the PQC may require further action to be brought before the department for review to determine appropriate course of action.
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EFFECTIVE: 2/14/95

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