

# DEACONESS HOSPITAL, INC.

Evansville, Indiana

## PATHOLOGY DEPARTMENT RULES AND REGULATIONS

### I. PURPOSE

- A. These articles shall be known and observed as the Rules and Regulations of the Pathology Department of Deaconess Hospital, Inc., Evansville, Indiana.
- B. These Rules and Regulations shall govern all actions and activities of the Pathology Department. Their intent is to supplement the Bylaws of the Medical Staff of Deaconess Hospital, Inc., and in no way shall they be construed to conflict with any article or section in said Bylaws.
- C. These Rules and Regulations will supersede all previous Rules and Regulations of the Pathology Department.

### II. MEMBERSHIP

- A. Basic requirements for membership of the Pathology Department are defined by the Bylaws of the Deaconess Hospital Medical Staff, Article on Staff Membership.
- B. The membership of the Department of Pathology shall consist of those members of the Medical and Dental Staff who, by reason of training and experience, are board qualified for examination by the American Board of Pathology or American Osteopathic Board of Pathology or are certified by the ABP in clinical and/or anatomic pathology or AOBP equivalent.
- C. To maintain staff membership in the Department, subsequent to July 1, 1983, it shall be required that individual members obtain certification by the American Board of Pathology in clinical and/or anatomic pathology or American Osteopathic Board of Pathology equivalent by the end of their fifth (5<sup>th</sup>) year of Department membership. Members are required to maintain board certification until such time as they reach Honorary Staff status.
- D. Active Membership Requirements
  - a. Shall consist of physicians and dentists who are privileged to admit and treat patients at the Hospitals and who maintain a practice within the service area of the Hospitals.
  - b. Eligible to vote in meetings, of the medical staff, hold elective office and serve on committees.
  - c. Encouraged to participate in the formal medical education programs of the staff.

- E. Honorary Affiliates Requirements
  - a. Shall consist of physicians and dentists who do not actively practice at the Hospitals. These may be physicians who have retired from active practice or who are recognized for their noteworthy contribution to patient care and/or their long standing service to the Hospital.
  - b. Shall not be eligible to admit or treat patients, assist in surgery, serve as alternates, vote, hold office or serve on standing medical staff committees.
  - c. Honorary Affiliates have no emergency service responsibility and are not required to pay staff dues.
  - d. Urged to attend medical staff meetings, but such attendance is not compulsory.

### III. PRIVILEGES AND OBLIGATIONS

- A. Members are encouraged to attend meetings of the Pathology Department and to engage actively in the work of the Department.
- B. Members of the Department shall have the obligation to keep themselves informed and acquainted with developments and progress in Pathology and to use the appropriate standards.
- C. Members of the Department shall fulfill the continuing medical education requirements as prescribed by the American Board of Pathology and the Deaconess Hospital Medical and Dental Staff.
- D. Each member of the Pathology Department shall submit a Pathology Delineation of Clinical Privileges form to the Department Chief. Privileges requested shall be processed by the Medical Affairs Department, The Credentials Committee, Medical Executive Council and Deaconess Hospital Board of Directors..
- E. There will be biennial review of all physicians who have privileges in the Pathology Department.

### IV. CHIEF OF THE PATHOLOGY DEPARTMENT

- F. The Chief of Pathology shall be elected every two years at the last meeting of the fiscal year. The member receiving the majority of votes shall be Chief, with the Chief having the right to vote. The Chief of the department shall serve a two (2) year term and may be re-elected to two additional terms.
- G. A tie vote for the election of the Chief of the Department shall be resolved by eliminating the vote of the Active member of the Department with the least seniority in terms of full- time service within the Department.
- H. The Chief must be a member of the Active Staff and certified by the American Board of Pathology in anatomic or clinical pathology.

### IV. MEDICAL DIRECTOR DUTIES and RESPONSIBILITIES

- A. Provide patient management consultation for members of Hospital's Medical Staff.

- B. Provide teaching services for Hospital's post-graduate medical education program.
- C. Provide medical direction to personnel within Hospital's Department of Pathology.
- D. Provide medical direction for the evaluation, selection and validation of laboratory test methodologies, equipment and reference laboratory vendors.
- E. Provide medical direction as defined by CAP and CLIA, for all Hospital Facilities with laboratory testing operations.
- F. Ensure that the Hospital's Pathology Laboratory personnel and applicable personnel of Hospital Facilities meet the regulatory education requirements, are trained for the scope of testing performed and that educational opportunities meet the Pathology Department's needs.
- G. Ensure that the Hospital's Laboratory complies with all applicable regulatory requirements (CAP, CLIA, Indiana State Department of Health, etc.) and follows established corporate compliance practices and policies.

V. VOTING

- A. The presence of two (2) voting members constitutes a quorum. A majority of members where a quorum is present is necessary to make a decision except where some other number is required.

VI. AMENDMENTS

- A. Amendments to these Rules and Regulations may be proposed by a motion by any Active staff member of the Department.
- B. Proposed amendments must be mailed to each member ten (10) days prior to the Departmental meeting at which a vote on the amendment is to be taken. Amendments shall be required to be approved by a majority of the voting members present.
- C. These Rules and Regulations shall be reviewed and ratified at the beginning of each calendar year.

APPROVED: Pathology Department - 04/81 Executive Council - 05/81

REVISED: Pathology Department - 06/83 Executive Council - 05/83

REVISED: Pathology Department - 03/84 Executive Council - 04/84

APPROVED: Pathology Department - 08/85 Executive Council - 09/85

APPROVED: Pathology Department - 09/87 Executive Council - 11/87

APPROVED: Pathology Department - 10/90 Executive Council - 11/90

REVISED: Pathology Department - 09/92 Executive Council - 11/92

APPROVED: Pathology Department - 10/17/94 Executive Council - 05/10/95 Board - 05/22/95

APPROVED: Pathology Department - 01/20/97 Executive Council - 02/12/97 Board - 02/17/97

APPROVED: Pathology Department - 09/20/99 Executive Council - 10/13/99 Board - 10/18/99

APPROVED: Pathology Department - 07/15/02 Executive Council - 09/11/02 Board - 09/16/02

APPROVED: Pathology Department - 07/21/04 Executive Council - 08/11/04 Board - 08/16/04

REVISED: Pathology Department - 05/21/07 Executive Council - 07/11/07 Board - 08/13/07

APPROVED: Pathology Department - 01/21/08 Executive Council - 02/13/08 Board - 02/18/08

APPROVED: Pathology Department – 01/26/09 Executive Council – 03/11/09 Board – 03/16/09  
APPROVED: Pathology Department – 02/01/10 Executive Council – 03/10/10 Board – 03/22/10  
APPROVED: Pathology Department – 01/17/11 Executive Council – 02/09/11 Board – 02/28/11  
APPROVED: Pathology Department – 01/16/12 Executive Council – 02/08/12 Board – 02/27/12  
APPROVED: Pathology Department – 01/21/13 Executive Council – 02/13/13 Board – 02/25/13  
APPROVED: Pathology Department – 01/20/14 Executive Council – 02/12/14 Board – 02/24/14  
APPROVED: Pathology Department – 02/23/15 Executive Council – 06/10/15 Board – 06/22/15  
APPROVED: Pathology Department - 01/18/16 Executive Council - 04/13/16 Board - 04/22/16  
APPROVED: Pathology Department - 01/30/17 Executive Council- 04/12/16 Board- 05/22/17  
APPROVED: Pathology Department – 02/18  
APPROVED: Pathology Department – 01/8/2019 Executive Council 01/08/2020 Board 01/24/2020