Department of Surgery  
Section of Urology  

Rules and Regulations  

Reviewed/Revised by Department/Section*  
October 14, 2003  

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Approved by Board  
July 13, 2004  

*History prior to 2000 is recorded on the back sheet of these Rules and Regulations
NORTHWEST COMMUNITY HEALTHCARE
SECTION OF UROLOGY
RULES & REGULATIONS

1. **Definition** - Members of the section of urology shall have completed a urology residency program approved by the American Urological Association Inc. and be certified by the American Board of Urology. New members will be given upon request temporary consultation privileges until certification by the American Board of Urology within four years. At that time, upon request, permanent consultation privileges will be granted within the time frame established by the American Board of Urology.

2. Membership in the American Urological Association and its corresponding section is encouraged with the main purpose of continuing post-graduate education.

3. Members of the section of urology will conduct themselves in an appropriate way in dealing with colleagues, hospital personnel and patients during their hospital activities.

4. Members of the section of urology accept personal observation in patient care by the chief of the section of urology or his designee under the following conditions:
   
   A. During the probationary period after first joining the section, which lasts at least twelve months or longer, should it be necessary;
   B. At the time when new surgical privileges are granted for a period as determined by the section chief;
   C. At any time a question arises with respect to the quality of care provided.

5. Attendance at scheduled section meetings, and extraordinary meetings as called by the chief of the section of urology is an obligation to all members. Members of the section with attending, associate, consulting or provisional staff status are eligible to vote at any meeting of the section. The presence of two members of the section and the chief of the section of Urology shall constitute a quorum. The purpose is to discuss matters in delivery of urological care, presentation of instructive urological cases, as well as auditing of care from time to time as requested by the appropriate Hospital Committees. It is expected that all efforts are made for the advancement and improvement of good urological patient care at Northwest Community Hospital.
6. Members of the section of urology will not engage in any special socio-economic arrangements disapproved by the American College of Surgeons, such as fee splitting.

7. Granting of operative privileges for new procedures will be given upon request after completion of a post-graduate course or substantiation of an approved residency training program. It is necessary to present and file certification of attendance.

8. Members of the section of urology recognize the cystoscopy rooms as their main operational site. All pledge to be on time for scheduled cases. To facilitate better functioning of the cystoscopy rooms, and consideration to fellow urologists with regards to time utilization, communication to the appropriate person whenever there is an expected change in their personal day's schedule.

9. Because of the overlapping in the use of different types of operating instruments and, out of consideration to fellow urologists, it is required to communicate any malfunction or problems with a particular instrument. Cystoscopy room nursing personnel should communicate these matters.

10. Acquisition of new working material and instruments should be efficiently communicated to member urologists through the cystoscopy room personnel.

11. Members of the section of urology are to encourage the nursing floor personnel on good care, comprehensive supply and availability of the acute bed side care urology cart ("urology crash cart"), for good, immediate patient care and satisfactory performance. Utilization of the cart is to be recorded in the log book stating time, date and name of the operators. There is to be a urology cart supervisor nurse to secure completeness of instruments and supplies. This activity is to be carried out on a monthly rotational basis. It is to be recognized that this acute bed side urology cart is for the exclusive use of the urology section members.

12. Emergency Room Responsibilities
   (1) Northwest Community Hospital Emergency Room and Treatment Center call is mandatory for all section members with the following exception: Urologists who have achieved senior attending staff status may decline to participate.

(2) The urology rotation shall be of one week duration, beginning at 8:00 AM on Monday and ending at 8:00 AM the following Monday.
(3) The call roster is maintained by the medical staff office. If the urologist is unable to fulfill his/her obligation, he/she will be responsible to find a substitute to cover, and then notify the medical staff office of the substitution. The medical staff office will notify all appropriate departments of changes in the call roster.

September 9, 1986
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