ST. JOSEPH HOSPITAL
RULES AND REGULATIONS
PATHOLOGY DEPARTMENT
2024

I.   MEMBERSHIP

The Pathology Department (including the Clinical and Anatomical Laboratories) is a necessary and integral part of the hospital. In order to function most effectively in the best interest of staff physicians, the hospital and its patients, it operates under the sole supervision and management of staff pathologists who have direct contractual relationships with the hospital, to the exclusion of other physicians specializing in pathology.

Privileges in Pathology are granted in clinical cognitive areas and for specific procedures.   Physicians applying for Medical Staff membership and privileges in the Pathology Department must either submit documentation of the following:

- Successful completion of an Accreditation Council for Graduate Medical Education (ACGME) – or American Osteopathic Association (AOA)–accredited residency in clinical and/or anatomic pathology.
AND
- Current certification or active participation in the examination process with achievement of certification within 5 years leading to certification in clinical and/or anatomic pathology by the American Board of Pathology or the American Osteopathic Board of Pathology. Failure to become board certified by the above-mentioned boards within (5) five years of completion of formal training will be deemed as a voluntary withdrawal of clinical privileges.

II.   PROCTORING

A new physician in the Department of Pathology will be classified Class IA status. A minimum of cases listed on the proctoring report and must be proctored by at least two different Class I pathologists. At the completion of proctoring he/she may request advancement to Class I status. Pending a favorable review of his/her performance and of the proctoring evaluations, Class I status will be granted.

Examples of proctoring requirements are 25 surgical cases, 100% of which included a microscopic component; 3 frozen sections, 10 non-GYN cytology cases, including at least 2 fine needle aspiration (FNA)/core biopsy cases; and 3 Bone Marrow/CSF cases. Other cases may be proctored on a case-by-case basis, including autopsies.

Reciprocal Proctoring may be accepted from any Southern California Hospital that is fully accredited through CMS authorized regulatory agency (The Joint Commission, DNV, CIHQ, etc.) Only 50% of the cases may supplement actual observation on the premises.

Reciprocal proctoring is acceptable only if all of the following conditions are met:

- The proctor is a Member of the Medical Staff at both hospitals, and is eligible to serve as a proctor in both hospitals.
- The Practitioner has requested the same range and level of privileges at both institutions.
- Copies of the actual proctoring reports are provided to both hospitals and maintained in confidential files at both hospitals.
- Reports must not be older than four (4) years.

III. DEPARTMENTAL MEETINGS

A. Departmental meetings shall be held at least quarterly to consider all departmental business.

B. Departmental requests for new equipment, new procedures, or procedural changes will be considered and, if approved, will be recommended to the appropriate committee.

C. A report of the meeting will be prepared and submitted to the appropriate medical staff committee.

IV. DEPARTMENT ELECTIONS

Department elections are defined in the Medical Staff Bylaws and Rules & Regulations.

V. ON CALL REQUIREMENTS

The department's on call requirements are specified within the contractual agreement with the hospital.

VI. PERFORMANCE IMPROVEMENT

The department's performance improvement activities shall be directed as defined in the Medical Staff Bylaws & Rules and Regulations.

VII. GENERAL RULES

A. The Department of Pathology is committed to the principles established by the Joint Commission on Accreditation of Healthcare

Organizations and the standards of the College of American Pathologists.

B.   These department rules and regulations may be altered as defined in the Medical Staff Bylaws and Rules & Regulations.