

**HACKETTSTOWN REGIONAL MEDICAL CENTER
CARDIO PULMONARY POLICY MANUAL
PHYSICIAN PANEL PROCEDURES AND GUIDELINES**

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Effective Date: March 2010
Cross Referenced:
Reviewed Date: 02/16
Revised Date: 04/12

Policy No: 1.022
Origin: Cardio Pulmonary
Authority: Cardio/Pulmonary Manager
Page: 1 of 2

Scope: All members of the Cardio-pulmonary Department.

Purpose: The Hackettstown Regional Medical Center (HRMC) medical staff who supply diagnostic interpretations of undesignated PFTs and Sleep Studies will meet credentialing standards, follow the application procedure for panel participation and meet the defined performance guidelines. Define the rules and regulations as they relate to Pulmonary Function Testing (PFT) and Sleep Lab panel qualifications, application process, and performance guidelines.

Procedure: HRMC will provide interpretations for undesignated diagnostic testing via a panel system. The panel credentialing process will ensure qualified physicians interpret studies.

Sleep Lab Panel:

1. Board Certified by the American Board of Sleep Medicine (ABSM)
2. Board eligible by the ABSM.
3. Board Certified in Sleep Medicine by the American Board of Internal Medicine (ABIM).
4. Board eligible in Sleep Medicine by the ABIM.

PFT Panel:

1. Board Certified in Pulmonary Medicine by the ABIM.
2. Board eligible in Pulmonary Medicine by the ABIM.

Application Procedure:

1. Candidate will submit to the Department of Medicine a written request to participate in the appropriate panel(s).
2. Candidate must hold HRMC full attending status for one year prior to the request.
3. Candidate must meet the qualifications previously defined.
4. There must be a 25% volume increase in the specific requested area to support the addition of a panel member. The baseline procedure volume will be defined as the procedure volumes as they exist the calendar year prior to the request submission.

Performance Standards:

Sleep Lab Panel:

1. The hospital will be responsible to score all sleep studies within 24 hours of the study.
2. The panel membership will be responsible to interpret and sign all sleep studies with 72 hours of sleep study being scored.
3. All undesignated studies not interpreted and signed within 72 hour of being scored will automatically be reassigned to the panel member scheduled to cover the following week.
4. The reassignment of 5 studies in a three-month period will result in suspension of panel participation for three consecutive months. (equates to three total weeks of the panel rotation)
5. Peer review establishing the accuracy of interpretations will be performed quarterly. Concordance of 95% being established as the threshold for further investigation.

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6. It is inappropriate to bill for procedures prior to study completion. Completion defined as a study that is interpreted and signed.

- PFT Panel:
1. The panel membership will be responsible to interpret and sign all PFT reports in 72 hours.
 2. All studies not interpreted and signed within 72 hour of being performed will automatically be reassigned to the panel member scheduled to cover the following week.
 3. The reassignment of 5 studies in a three-month period will result in the suspension of panel participation for three consecutive months. (equates to three total weeks of the panel rotation)
 4. It is inappropriate to bill for procedures prior to study completion. Completion defined as a study that is interpreted and signed.