



Administrative Policies and Procedures

OBSERVATION PRIVILEGES 80.30

Division: Medical Director
Effective Date: 10/2007
Review Date: 03/2011
Reviewer: CIndy Seidman

POLICY PURPOSE:

POLICY:

The purpose of Observation Privileges policy statement is to promote medical education in patient care areas. Observation privileges may be granted to qualified healthcare professionals where participation and observation will be mutually beneficial to teaching and patient care at HMC. Observation privilege requests must be signed by a member of the HMC Active Medical Staff. The Observation requestor may be supervised by a member of the HMC Adjunct Medical Staff, with the Department Chief of Service concurrence.

Valid categories of Observation Privilege applicants include:

1. Medical professional (e.g. physician, ARNP, PA, Nurse, Medic, health professions student) seeking additional experience;
2. Medical professional (e.g. physician, ARNP, PA, Nurse, Medic) seeking to observe at the invitation of an existing HMC Medical Staff member for the purpose of mutual sharing of clinical, teaching and/or research;
3. A commercial vendor participates in the development or conduct of collaborative research or to provide specific training with a current HMC Medical Staff member. All Vendors must also adhere to the HMC Vendors in Clinical Areas policy;
4. Other: Special circumstances with prior approval of the Medical Director.

A HMC Medical Staff member, who will act as the sponsor and supervisor for the individual requesting Observation privileges, must recommend all applicants for Observation privileges.

Individuals with Observation privileges are continually supervised by the sponsoring Medical staff member and cannot perform any patient care duties.

Vendors: Observation privileges for vendors are appropriate for collaborative research development and training with provider's approval. Privileges are not appropriate simply for provision of clinical experience for the vendor (e.g. familiarizing device manufacturers with the OR environment) without approved exception by the Medical Director.

High School, College, and Graduate Students: Generally, it is not appropriate for High School or College students to participate in Observation activities. Issues related to patient privacy, supervision, and HIPAA will, except in exceptional circumstances, preclude approval of Observation privileges for students. Students seeking to gain experience or in shadowing are encouraged to work with HMC Volunteer services.

1. College and Graduate Students: Exceptions are granted for college students who are: a) volunteers b) working as a paid research assistant with an HMC Active Medical Staff or c) part of an organized School of Medicine activity (e.g. research & training, grants).
2. Medical Students: Observation privileges should not be used as a way to circumvent the School of Medicine process. In the case of very limited duration observation (less than 5 days), Observation Privileges may be granted if the supervising physician indicates that the Observation period will not serve as a "clinical rotation" and no reference, recommendation, or credit will be offered based on the student's Observation experience. Observation experiences are not appropriate for U.S. or international medical students who are seeking clinical rotations. These students should

follow the policies for visiting students outlined on the following websites:

<http://www.uwmedicine.org/Education/MDProgram/StudentAffairsAndServices/Registration/vsprogram.htm>

<http://www.uwmedicine.org/Education/MDProgram/StudentAffairsAndServices/Registration/InternationalVisitingStudentProg.htm> If medical students participate in an observation experience they will not be given academic credit for their participation.

Foreign Medical Graduates and Health Care Professionals Seeking Clinical Experience in USA: International colleagues of faculty who are here for short-term or long –term visits may be appropriate for observer status. There should be a close professional relationship between the sponsoring members of the medical staff or between the institutions. There are also foreign medical graduates who are often temporary or permanent residents of the USA who are seeking to maintain clinical competency or broaden their training in preparation for a US residency or for seeking licensure. In general, Harborview Medical Center and the associated medical staff do not have the resources to provide these experiences nor are there organized training programs, which would provide assurance that these are adequate training experiences. For these reasons, observer programs are discouraged in these instances and granted only by exception by the medical director.

Privileges are granted for specific situations and time frames. Observation privilege periods of longer than 30 days require completion of HIPAA training.

PROCEDURE:

Requests for Observation privilege forms should be requested by a HMC Active Medical Staff member (or Adjunct member, with Chief of Service Approval) to the HMC Medical Director's office, by calling 744-3134 at least three days prior to the desired Observation date.

The Medical Staff sponsor and Observation applicant complete the UW Medicine Application and Agreement for Observational Activities form.

Return the completed, signed form to the Medical Directors office for approval. Approval is at the discretion of the Medical Director.

CROSS REFERENCE:

None

ATTACHMENT:

None

REVIEW/REVISION DATES:

10/2007, 03/2011 (reviewed)

SIGNATURE:

Medical Director:

Date:

Executive Director:

Date: