

Major Hospital A Major Health Partner	SPP: MS – 20 Outpatient Services Orders
Does this policy meet a regulatory standard? Yes <u>X</u> No _____	Formulated by: Medical Staff Office/Administration Approved by: Medical Executive Committee Effective Date: Replaces Policy with effective date 1/19/2016

PURPOSE: To provide guidance concerning who may order outpatient services. Please see SPP: AS-49 Verification of Non-Sanction Status and Licensure for further information.

GUIDELINE STATEMENTS:

- 1. Outpatient services may be ordered by any practitioner who is:**
 - 1.1 Responsible for the care of the patient;
 - 1.2 Licensed in or holds a licensed recognized in the State where he/she provides care the patient.
 - 1.3 Acting within his/her scope of practice under State Law; and
 - 1.4 Is a practitioner who:
 - 1.4.1 On the hospital medical staff and who holds medical staff privileges that include ordering the services; or
 - 1.4.2 Not on the hospital medical staff, but who satisfy the requirement for ordering applicable outpatient services and for referring patient for hospital outpatient services.

- 2. Outpatient Services that may be ordered:**
 - 2.1 Diagnostic laboratory studies
 - 2.2 Diagnostic imaging studies including general radiography, CT, MR, Nuclear Medicine, PET, Vascular and Diagnostic Ultrasound and Mammography
 - 2.3 Or refer a patient for physical therapy or speech therapy (specifically a M.D., D.O., podiatrist, psychologist, chiropractor, dentist, nurse practitioner or physician assistant may order). Occupational Therapy may be ordered by the above practitioners except from a dentist.
 - 2.4 Cardiopulmonary diagnostic studies including sleep studies
 - 2.5 Disease Management Clinics
 - 2.6 Cardiac and Pulmonary Rehab
 - 2.7 Patient Education Services

- 3. Whenever an order is received from a practitioner that is not listed in the MIS dictionary in Meditech, an email will be sent to Health Information Manager**
 - 3.1 The Health Information Manager or designee will verify the status of licensure by checking:
 - 3.1.1 For Indiana licensed practitioners:
<http://mylicense.in.gov/everifcation/Search.aspx>
 - 3.1.2 For out of state licensed practitioners:

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http://www.healthguideusa.org/Medical_license_lookup.htm

3.1.3 In the event the practitioner is not satisfactorily verified, the patient will be notified of issue and the appointment will not be scheduled until proper verification can be obtained.

4. Reviewing & Revising

Reviewed	Revised
	06/27/22

References:

HFAP Accreditation Requirements for Acute Care Hospitals, 2021: 01.01.12 Care of Patients, based on Medicare Conditions of Participation (CoP) for Acute Care Hospitals as found in 42 CFR Part 482.12(c)(1) and Part 482.54 (c)

<https://codes.findlaw.com/in/title-25-professions-and-occupations/in-code-sect-25-22-5-1-1-1.html>

<https://codes.findlaw.com/in/title-25-professions-and-occupations/in-code-sect-25-22-5-1-2.html>