

Major Hospital/Major Health Partners	Nurse Practitioners, Physician Assistants, and Psychologists, LCSWs and LMHCs Employed by MHP to Provide Only Off-Site Outpatient Services. SPP: MS-13
Does this policy meet a regulatory requirement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Formulated by: Administration Approved by: Date Approved: Effective Date:

PURPOSE: To establish process for Nurse Practitioners, Physician Assistants and Psychologists who are employed by MHP and provide services at MHP affiliated outpatient facilities.

GUIDELINE STATEMENTS:

1. Determine the need to apply for non-physician practitioner membership at Major Hospital.

- 1.1. A nurse practitioner, physician assistant, psychologist, Licensed Clinical Social Worker (LCSW), or Licensed Mental Health Counselor (LMHC) who perform any-of the following will be assessed in regard to application for staff membership and the appropriate clinical privileges.
 - 1.1.1. Provides clinical services to Major Hospital’s patients Hospital
 - 1.1.2. Bills for services under the hospital’s TIN and/or with hospital’s designated NPI.
 - 1.1.3. Orders any hospital services other than those allowed under SPP: MS-20.

2. For the practitioners who do not require Major Hospital staff membership:

- 2.1. The Human Resources Department shall maintain all documentation as required for employment.
- 2.2. Patient Financial Services will maintain all records required for billing.
- 2.3. Health Information Department or Information Systems staff shall maintain the provider dictionary in Meditech.
- 2.4. The Medical Staff Office shall maintain:
 - 2.4.1. Copy of collaboration agreement for nurse practitioners
 - 2.4.2. Current Indiana license(s).
 - 2.3.3. Current Indiana Controlled Substance registration, if provider has prescriptive authority.
 - 2.3.4. Current Federal DEA registration, if provide has prescriptive authority.
 - 2.3.5. Current proof of professional liability insurance with participation in the Indiana Patient Compensation Fund.
 - 2.3.6. Current certification to the appropriate certification board if applicable
 - 2.3.7. National Practitioner Data Bank query.
 - 2.3.8. OIG query.

3. It is the responsibility of the nurse practitioner, physician assistant, psychologist, LCSW or LMHC to provide:

- 3.1. Documentation in an accurate and timely manner, as requested from Human Resources, Patient Financial Services, the Medical Staff Office, supervisor, or collaborating / supervising physician to maintain compliance with all regulatory, accreditation and billing organizations.
- 3.2. Maintain current and accurate collaborative agreements with the Indiana State Board of Nursing for nurse practitioners or with the Indiana State Board of Medicine for physician assistants.
 - 3.2.3. The agreements should follow the template provided by the Indiana Professional Licensing Agency and be coordinated with the provider’s supervisor and the collaborating physician.

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- 3.2.4. Copies of all such documents shall be provided to the Medical Staff Office.
 - 3.3. Renew licenses, Federal and State controlled substance certificates, and board certification in a timely manner.
 - 3.4. Cooperate with any information/documentation request in regard to professional liability insurance in a timely manner.
 - 3.5. Maintain documentation of continuing education as required for board certification.
- 4. Reviewing & Revising**

Reviewed	Revised
	05/23/16
	06/27/22

UPDATE WEBSITE WITH REVISIONS