

Privilege Verification Policy

Scope:

All licensed providers privileged through the Medical Staff.

All care areas under the hospital's license, with particular attention to areas where procedures are scheduled and performed.

Definitions:

Licensed Provider: Healthcare provider who holds a valid license, issued by the state medical or nursing board, legally authorized to practice healthcare in their field

Licensed providers covered under this policy include:

- Medical Doctors (MD)
- Doctors of Osteopathic Medicine (DO)
- Nurse Practitioners (NPs, CRNAs)
- Physician Assistants (PA-Cs_
- Dentists
- (list other provider types)

Policy:

This policy outlines the process for caregivers to verify the approved scope of privileges for providers practicing within the hospital (s). The Medical Staffs of Providence Holy Family Hospital, Providence Sacred Heart Medical Center & Children's Hospital, and Providence St Luke's Rehabilitation Medical Center unified on August 1, 2022 as the Spokane Providence Unified Medical Staff. They are a single, self-governing organization responsible to the INWA community ministry board for the medical practice of its members.

Providers on the Spokane Providence Unified Medical Staff are members of the Medical staff, but providers are required to be privileged in each hospital to provide patient care. To hold privileges the provider must go through an initial appointment process which includes a Focused Professional Practice Evaluation (FPPE), as well as Ongoing Professional Practice Evaluation (OPPE), and reappointment every 3 years.

Providers may request additional privileges or cross hospital privileging at anytime during their appointment to the Medical Staff. All additional privileges are subject to FPPE.

Prior to scheduling, Procedural Schedulers must validate that providers have been granted the appropriate privileges utilizing the procedure described within this policy.

Providers who have newly joined the medical staff, recently resigned, or changed status are identified monthly on the “In House Notice.” Nurse Managers and Assistant Nurse Managers are responsible to communicate those changes within their departments. Caregivers can contact the medical staff office if they have questions regarding a provider’s scope of practice within a facility.

Procedure:

To verify a providers privileges in a specific facility, navigate to the facilities home page

Providence Holy Family Hospital: [Providence Holy Family Hospital - Home \(sharepoint.com\)](#)

Providence Sacred Heart Medical Center: [Providence Sacred Heart Medical Center & Children's Hospital - Home \(sharepoint.com\)](#)

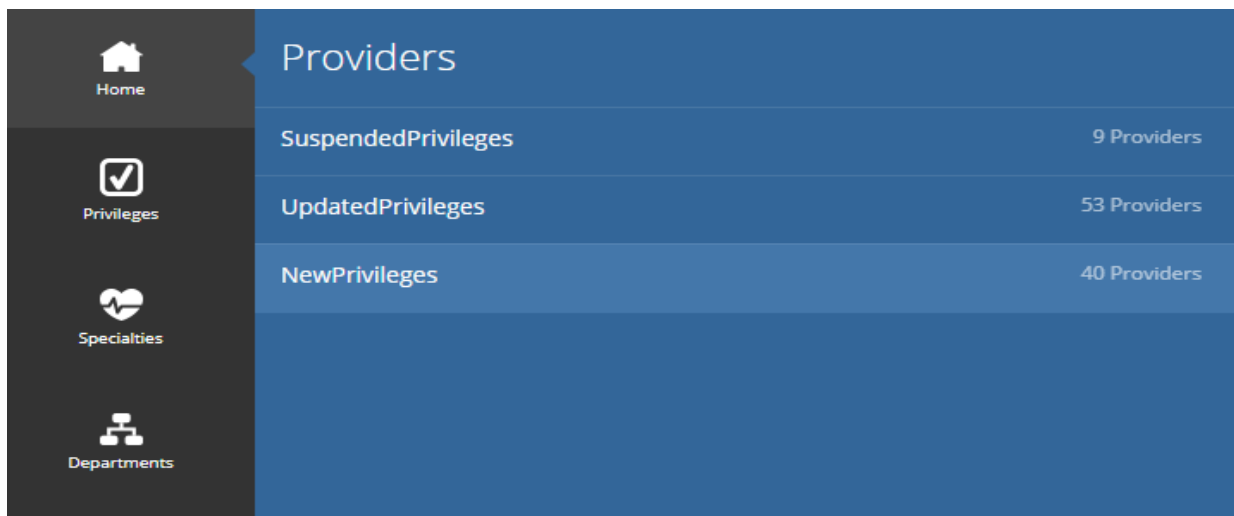
Providence St. Lukes Rehabilitation Medical Center: [Providence St. Luke's Rehabilitation Medical Center - Home \(sharepoint.com\)](#)

Scroll down and open ‘e-priv- Professional Directory/Privileges’

The portal allows caregivers to search by provider name, and will include provider specific information related to specific privileges as well as proctoring or observation requirements

The portal also shows providers whose privileges have been:

- Suspended
- Changed privileges
- New privileges



The screenshot shows a dark blue navigation sidebar on the left with four icons: a house for 'Home', a checkmark for 'Privileges', a heart with a pulse line for 'Specialties', and a person icon for 'Departments'. The main content area is a lighter blue header with the title 'Providers' and a table below it. The table lists three categories of providers: 'SuspendedPrivileges' (9 Providers), 'UpdatedPrivileges' (53 Providers), and 'NewPrivileges' (40 Providers).

Providers	
SuspendedPrivileges	9 Providers
UpdatedPrivileges	53 Providers
NewPrivileges	40 Providers

Approved by MEC/Board 12/2023