



# Rancho Los Amigos National Rehabilitation Center

## MEDICAL STAFF POLICY AND PROCEDURE

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**SUBJECT: DISTRIBUTION AND MAINTENANCE OF  
PROVIDER PRIVILEGE LISTS**

**Policy No.: MS 103**  
**Supersedes: New**  
**Revision Date: April 28, 2010**  
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### **PURPOSE:**

To assure that all individuals with clinical privileges provide services within the scope of privileges granted.

### **POLICY:**

It is the policy of Rancho Los Amigos National Rehabilitation Center Medical Staff Services Department to provide Medical Staff member privilege lists to the specific hospital departments/units that require such information electronically.

### **PROCEDURE:**

1. Practitioner privilege lists can be accessed electronically through the Rancho Intranet.
2. If a discrepancy is identified between a Medical Staff member's privilege list and what is scheduled or performed, the Medical Staff Services Department or the Department Chair should be contacted. After hours and on weekends, the Nursing Supervisor will proceed as follows:
  - Contact applicable clinical Department Chair
  - Contact the Chief Medical Officer
  - Contact Administrator of the Day
3. Privilege lists may only be updated by the Medical Staff Office. Updates are made monthly based on changes in clinical privileges and after approval by the Credentials Committee and the Governing Board.

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EFFECTIVE DATE: April 28, 2010

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

APPROVED BY: 8/27/14, 7/22/15, 6/22/16