

HIGH DESERT HEALTH SYSTEM AMBULATORY SURGICAL CENTER

SUBJECT: XVI-101 MEDICAL RECORDS REVIEW FOR QUALITY AND CLINICAL PERTINENCE	POLICY #: 1035
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DATE APPROVED: 09/29/2017	

PURPOSE: To define the process for monitoring medical records for completeness, quality and clinical pertinence.

POLICY: Medical records are reviewed for appropriate and complete documentation, quality of care and clinical pertinence on an ongoing basis and reports are prepared on a quarterly basis.

PROCEDURE:

1. 50% of the medical records of patients who undergo procedures at the ASC are reviewed by the Quality Management staff to assess both the record for completeness as well as the clinical pertinence of chart entries and the overall quality of care provided.
2. These reviews occur on an ongoing basis.
3. Review findings are documented using the Ambulatory Surgical Center Medical Record Review form.
4. The results of reviews are compiled in reports, which, are presented, at least twice a year, at the Ambulatory Surgical Center Medical Advisory Committee (ASC MAC) for discussion.
5. Provider-specific bi-annual reports are kept in the ASC credentialing file.
6. These reviews serve as a major component of the peer review and renewal of privileges process.

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Reviewed: 09/29/2017
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