

LAC+USC MEDICAL CENTER POLICY

Subject: REPORTING OF A MEDICAL PROCEDURE PERFORMED OUTSIDE AN ACUTE CARE HOSPITAL THAT RESULTS IN DEATH OR TRANSFER TO AN EMERGENCY DEPARTMENT	Original Issue Date: 3/12/02	Policy # 707
	Supersedes: 10/15/08	Effective Date: 6/29/18
Departments Consulted: Office of Risk Management Medical Administration	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Council	Approved by: Chief Medical Officer
		Chief Executive Officer

PURPOSE

To provide guidelines for reporting scheduled medical procedures performed outside of a general acute care hospital that result in the death of any patient or in the transfer to a hospital or emergency department with an admission for medical treatment exceeding 24 hours.

POLICY

It is the policy of LAC+USC Medical Center to comply with State law and regulations as concerns the reporting of scheduled medical procedures performed outside of a general acute care hospital that result in the death of any patient or in the transfer to a hospital or emergency department with an admission for medical treatment exceeding 24 hours.

PROCEDURE

- The physician and surgeon at a Medical Center outpatient facility shall report the event to the California Medical Board within 15 days. The report will be made in writing, on either the "Patient Transfer Reporting Form" or "Patient Death Reporting Form." If the patient was transferred to a hospital or emergency department prior to his or her death, both forms shall be completed.
- A copy of the report(s) shall be placed in the patient's medical record. The physician and surgeon must report the event immediately to the outpatient Administrator and/or Facility Risk Manager and the LAC+USC Medical Center Chief Medical Officer or Associate Chief Medical Officer and forward a copy of the completed written report(s) within 48 hours of the event.
- The LAC+USC Medical Center Department of Emergency Medicine, Department of Obstetrics and Gynecology, or Department of Pediatrics will also report to the Medical Center Office of Risk Management any patient received from an outpatient surgery facility because of an outpatient medical procedure complication.

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	Chief Executive Officer's Initials:	

RESPONSIBILITY

Medical Administration
Quality Management Medical Director
Office of Risk Management
Attending Staff
Outpatient Administrators/Risk Managers

REFERENCE

California Business and Professions Code, Section 2240

ATTACHMENTS

Medical Board of California Outpatient Surgery – Patient Death Reporting Form (Interim)
Medical Board of California – Patient Transfer Reporting Form

REVISION DATES

March 12, 2002; October 15, 2008, June 29, 2018