

Memorial Hospital Miramar

Medical Staff Bylaws

Amendment 10

Bolding indicates addition

~~Strikethrough~~ indicates deletion

ARTICLE 10: OFFICERS

Sec. 10.1 Officers of the Medical Staff

The Officers of the Medical Staff shall be the Chief of Staff, Vice Chief of Staff, and the Secretary-Treasurer.

Sec. 10.2 Qualification of Officers

Officers must be active Medical Staff members for greater than four (4) years at the time of their nomination and election, and must remain members in good standing during their term of office. Failure to maintain such status shall create an immediate vacancy in that particular office.

The nominees for Officers of the Medical Staff shall have demonstrated an interest in Memorial Hospital Miramar and its goals and a commitment to its mission **and they shall have served as a member of an Executive Committee in the Memorial Healthcare System.**

The nominees for Officers of the Medical Staff shall be free of any and all conflicts of interest in relation to the Memorial Healthcare System. This shall include:

- (1) They shall not concurrently serve on the Executive Committee of any other hospital, including without limitation, Memorial Regional Hospital, Memorial Hospital West, Memorial Hospital Pembroke, and Joe DiMaggio Children's Hospital;
- (2) They shall not serve on the Board of Directors or Board of Trustees or occupy an administrative position at any other competing hospital or medical facility in Broward **or** Dade Counties;
- (3) They shall not have any conflicts of interest as defined by the **Governing Board's** Conflict of Interest Policy;
- (4) A physician whose practice is owned by a competing medical facility does not qualify to serve as an Officer of the Medical Staff; **and**
- (5) While serving as an Officer, if any of the above provisions are violated, it will be considered grounds for removal **from office.**

Sec. 10.3 Election of Officers

- A. Prior to, or at the January Executive Committee meeting, the Chief of Staff will appoint a Nominating Committee, which shall consist of two (2) past Chiefs of Staff and three (3) Active Staff members;

They shall propose a slate of nominees for the offices of Chief of Staff, Vice Chief of Staff, and Secretary-Treasurer. These will be presented to the Executive Committee for approval at its February meeting.

- ~~B. The Executive Committee will inform the Medical Staff of the nominees for Officers via mail. Additional nominees may be added to the slate if each additional nominee has the written nomination of at least fifteen percent of the members of the Active Medical Staff. Nominations are closed on the thirtieth day after the date the initial list of nominees was mailed to the Medical Staff.~~

- B. This slate will then be presented to the Medical Staff in March via mail. Nominations from the Medical Staff will be accepted within the ensuing 30 days when submitted by at least 15% of the active staff membership. Thereafter, nominations will be closed.**

- ~~C. Elections for Officers, when required in accord with these Bylaws, will be held in April. The outgoing Chief of Staff, at his discretion, will determine whether the election shall be held by written ballot or at a general staff meeting.~~

- C. Should there be an election, it will be held in April either by written ballot or at a general staff meeting at the discretion of the outgoing Chief of Staff.**

- D. The winners of each office shall be those members who receive a majority of the votes cast for that position. If no majority is received, a run-off election will be held between the two candidates receiving the highest number of votes for that position.

Sec. 10.4 Term of Office

Officers shall take office on the first day of the Medical Staff year, May 1st, and shall serve a two-year term. Officers may serve additional terms if so elected.

Sec. 10.5 Vacancies in Office

In the event that an Officer position is vacated and not filled by automatic succession as specified in these Bylaws, then such position will be filled by a person selected by a Nominating Committee appointed by the Chief of Staff will fill such position. Said selection must be ratified by a majority vote of the Executive Committee.

Sec. 10.6 Duties of Officers

A. The Chief of Staff shall serve as the Chief Administrative Officer of the Medical Staff to:

- (1) Work with the Administrator in coordination and cooperation of all matters of mutual concern to the hospital;
- (2) Call, preside at, and be responsible for the agenda of all general and special meetings of the Medical Staff;
- (3) Serve as Chairman of the Executive Committee;
- (4) Call, preside at, and be responsible for the agenda of all general and special meetings of the Executive Committee;
- (5) Be a member of the District Medical Advisory Committee;
- (6) Serve as an ex-officio member, with vote, on all other Medical Staff committees;
- (7) Be responsible for the enforcement of the Medical Staff Bylaws, Rules and Regulations; for implementation of sanctions where these are indicated; and for the Medical Staff's compliance with procedural safeguards in all instances where corrective action has been requested against a practitioner;
- (8) Appoint chairman and members to all standing and special Medical Staff committees - except the Executive Committee, ~~the Medical Staff Planning Committee~~, and the Mediation Committee;
- (9) Represent the views, policies, needs, and grievances of the Medical Staff to the Administrator, Director of Medical Affairs, and the Board of Commissioners;

- (10) Receive and interpret for the Medical Staff, the Board's policies; report to the Board on the performance and maintenance of quality for the Medical Staff's delegated responsibility to provide medical care;
 - (11) Be responsible for the educational activities of the Medical Staff; and
 - (12) Be the spokesman for the Medical Staff in its external professional and public relations.
- B. The Vice Chief of Staff shall, in the absence of the Chief of Staff assume the duties and have the same authority of the Chief of Staff. He shall be a member of the Executive Committee of the Medical Staff, **and** Chairman of the Quality Care and Patient Safety Council, ~~and Chairman of the Medical Staff Planning Committee~~. **The** Vice Chief of Staff shall automatically succeed the Chief of Staff if the latter fails to serve for any reason.
- C. The Secretary-Treasurer shall be a member of the Executive Committee, ~~the Medical Staff Planning Committee~~, and shall serve as a Co-Chairman of the Healthcare System's Credentials Committee. As Treasurer, he shall collect and disburse all Medical Staff funds and shall be accountable for them. He shall submit a quarterly summary report on the Medical Staff's funds. He shall automatically succeed the Vice Chief of Staff, if the latter fails to serve for any reason.

Sec. 10.7 Removal of Staff Officers

Officers of the Medical Staff may be removed from office upon the recommendation of a two-thirds (2/3) vote of the Executive Committee after the Executive Committee has received a petition from one-third (1/3) of the Active Medical Staff and following receipt of the report of a special ad hoc committee appointed by the Executive Committee to investigate the reasons for the petition.

Reasons for removal of an Officer of the Medical Staff may include, but are not limited to, the following: (a) conflict of interest as defined by the Board policy regarding conflicts or as defined in these Bylaws; (b) disciplinary action by the Medical Staff and/or any other healthcare entity or regulatory body; (c) loss of Active Medical Staff ~~status~~ membership **or change in staff status** (i.e., leave of absence); or (d) inability to perform the duties of office.

APPROVAL:

Blane T. Shatkin, MD

September 15, 2005

Chief of Staff
Memorial Hospital Miramar

Date

Shane Strum

November 9, 2005

Chairman, Governing Board

Date