

Bylaws of the Medical Staff of  
Memorial Hospital West  
**Amendment #19**

**Bolding indicates addition; Strikethrough indicates deletion**

Article 8.29 – Automatic Suspension of Medical Records

“Article 8.29.A – Automatic ~~Suspension~~ **Termination** –

A. ~~Until a practitioner's medical records are completed, temporary suspension through termination of his practice privileges shall be enforced in the following circumstances:~~

(1) When medical records have not been completed within 15 days of a patient's discharge the director of the medical records department shall notify the practitioner of his delinquency.

(2) The Chief of Staff or his designee may grant a reasonable exemption from these provisions if the practitioner is out-of-town, disabled due to illness or has some other valid, similar reason for not completing the medical records. In no event shall the exemption exceed 30 days.

(3) The practitioner has seven days to correct the deficiency. ~~Failure to comply within seven days will result in the automatic loss of his privileges to admit, examine and/or treat new patients until the delinquent charts have been completed (copies of the notice shall be sent to the Chief of Staff, the chief of his department, and the Administrator).~~

~~(4) It shall not be permissible for associates of the practitioner to serve on his behalf during the time of automatic loss of privileges. However, a member who has lost his privileges shall be permitted to continue caring for his patients already in the hospital until they are discharged.~~

~~(5) It will be the duty of Administration to cooperate with the Chief of Staff in enforcing all automatic suspensions.~~

(6) Any member of the Medical Staff ~~whose privileges are automatically suspended because of medical record delinquency, will be asked to appear before the Executive Committee at its next scheduled meeting.~~ **who has not completed his/her delinquent medical records will be asked to appear before the Executive Committee at its next scheduled meeting.**

(7) Medical Records will provide to Medical Staff Services a list of physicians **who have delinquent medical records.** ~~whose privileges are suspended because of medical record delinquency.~~ Medical Staff Services will then notify these physicians ~~of the suspension~~ by certified mail return receipt requested and fax **or email.** ~~This notice will request the physician~~ to appear before the Executive Committee at its next scheduled meeting for disciplinary action. If a physician fails to appear before the Executive Committee, without good cause, and if his or her records have not been completed, Medical Staff membership and privileges shall automatically be terminated and the practitioner's failure

Bylaws of the Medical Staff of  
Memorial Hospital West  
**Amendment #19 (continued)**

to appear before the Executive Committee shall be deemed a waiver of any right to a hearing or appeal under these Bylaws regarding such automatic termination of Medical Staff membership and privileges.

**(8) A physician whose Medical Staff membership and privileges have been automatically terminated because of delinquent medical records may regain staff membership as follows: (a) must complete all medical records; and (b) must reapply for staff membership including payment of all application fees. Membership will not be reinstated until the application is processed and he/she has been recommended for reinstatement by the Credentials Committee, Executive Committee, and approved by the Governing Board”.**

**APPROVAL:**

\_\_\_\_\_  
Chief of Staff  
Memorial Hospital West

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Board of Commissioners  
South Broward Hospital District

\_\_\_\_\_  
Date