

DEPARTMENT OF NEUROSURGERY
HARTFORD HOSPITAL

RULES AND REGULATIONS

ARTICLE I

Name

Section 1

Par. 1 The name of this organization shall be the "Department of Neurosurgery of the Staff of the Hartford Hospital".

ARTICLE II

Membership

Section 1 – Active Membership

Par. 1. Active membership in the Department of Neurosurgery shall conform to the Hartford Hospital Medical Staff By-Laws, ARTICLES II and III.

Par. 2. To meet requirements for active membership a member shall:

a. Be appropriately trained in a fully accredited neurosurgical training program and be certified or tracking towards certification by the American Board of Neurological Surgeons.

b. Fulfill a departmental need or provide special expertise as deemed appropriate by the director of the department.

c. In compliance with the affiliation agreement with the University of Connecticut, must have an appointment in the School of Medicine.

d. In special cases the member may be certified in a specialty other than neurosurgery. Such a member will be approved by the director to provide special expertise in non-neurosurgical, but related, fields that are essential to the Department of Neurosurgery (such as neurosurgical Critical Care). It will be the responsibility of the Director to ensure that a quality assurance mechanism is in place for that part of the member's function, which is not neurosurgical.

Par. 3. Obligations of active members. A member shall:

a. Attend a minimum of two thirds of scheduled departmental meetings per year.

b. Attend mortality and morbidity conferences consistent with Hartford Hospital Medical Staff By-Laws, ARTICLE VII, Section 5.

c. Attend and participate in any specific quality assurance processes that are determined by the director.

d. Share in the responsibility for call in a regular rotating schedule. The member may voluntarily withdraw from call obligations after age 62.

e. Perform a minimum of 25 procedures per year in the main operating room as the primary surgeon. Due to the unique specialty nature of active members from Connecticut Children's Medical Center, they will be exempt from this specific requirement.

Par. 4. Quality, contemporary care shall be provided to all patients treated by members of the Department of

Neurosurgery. One standard of care shall apply to all patients.

Par. 5. Promotion within the Department of Neurosurgery shall be by recommendation of the Director of the Department. Promotion shall be considered yearly and will be based on utilization, attendance, teaching contributions, service to the clinic, scholarly papers and presentations, research activities and committee work.

Section 2 – Courtesy Staff

Par. 1. Courtesy staff membership in the Department of Neurosurgery shall conform to the Hartford Hospital Medical Staff By-Laws, ARTICLES II and III.

Par. 2. A courtesy staff member shall:

a. Be appropriately trained in a fully accredited neurosurgical training program and certified by the American Board of Neurological Surgeons.

Par. 3. A courtesy staff member:

- a. Must attend quality assurance functions (including mortality and morbidity conferences) that involve the courtesy member.
- b. Does not attend or vote in departmental meetings.

Par. 4. Quality, contemporary care shall be provided to all patients treated by members of the Department of Neurosurgery. One standard of care shall apply to all patients.

Par. 5. Promotion within the Department of Neurosurgery shall be by recommendation of the Director of the Department. Promotion shall be considered yearly and will be based on utilization, attendance, teaching contributions, service to the clinic, scholarly papers and presentations, research activities and committee work.

Section 3 – University of Connecticut Affiliated Courtesy Staff

Par. 1. Membership for University of Connecticut affiliated courtesy staff member in the Department of Neurosurgery at Hartford Hospital shall conform to the Hartford Hospital Medical Staff By-Laws, ARTICLES II and III.

Par. 2. A member shall:

a. Be appropriately trained in a fully accredited neurosurgical training program and tracking towards certification by the American Board of Neurological Surgeons.

Par. 3. University of Connecticut Affiliated Courtesy Staff membership requirements:

- a. No call obligations
- b. Does not attend or vote in department meetings.
- c. Must attend all quality assurance functions (including Mortality and Morbidity conference) that

involve the University of Connecticut Affiliated Courtesy Staff member

- d. There are no restrictions on the maximum or minimum number of cases.

Par. 4. Quality, contemporary care shall be provided to all patients treated by members of the Department of Neurosurgery. One standard of care shall apply to all patients.

Par. 5. Promotion within the Department of Neurosurgery shall be by recommendation of the Director of the Department. Promotion shall be considered yearly and will be based on utilization, attendance, teaching contributions, service to the clinic, scholarly papers and presentations, research activities and committee work.

Section 4 – Honorary Staff

Par. 1. Honorary membership in the Department of Neurosurgery shall conform to the Hartford Hospital Medical Staff By-Laws, ARTICLES II and III.

Par. 2. An honorary member shall have met these requirements.

- a. Previous member of the active staff of the Department of Neurosurgery who has retired.

Par. 3. Requirements for honorary staff :

- a. Will not be required to attend quality assurance functions or meetings.
- b. Will have no clinical privileges and no voting privileges consistent with the Hartford Hospital Medical Staff By-Laws, ARTICLE III, Section 4, Par. 1.

Section 5 – Adjunct Staff

Par 1. Adjunct staff has no voting or admitting privileges. Members of the Adjunct Staff will practice under the supervision of and in collaboration with physicians having Active Staff privileges in the Department of Neurosurgery.

Section 6 – Consultant Staff

Par. 1 Consultant membership in the Department of Neurosurgery shall conform to the Hartford Hospital Medical Staff By-Laws, Articles II and III

Par. 2. A Consultant staff member shall have met these requirements.

- a. Consist of persons who may be engaged in medical and/or surgical practice, or may be Ph.D.'s in behavioral sciences who are not members of the Active Staff, but by virtue of experience and ability considered as consultants.
- b. Where these services are of specific value to the Department of Neurosurgery, members of allied professional disciplines may be appointed to the Consulting Staff

Par. 3. Requirements for Consultant staff:

- a. Will not be required to attend quality assurance functions or meetings.
- b. Will have clinical privileges respective to their expertise only.
- c. They will have no voting privileges
- d. May be asked to do special work, and may be invited to serve as an adjunct member of any committee without vote.
- e. A member of the Consulting Staff must maintain appropriate professional liability insurance coverage.

ARTICLE III
Officers

Section 1

Par. 1. The officers of the Department shall be a Director, Assistant Director, and Secretary.

ARTICLE IV
Organization

Section 1
Executive Committee

Par. 1. The Department shall have an Executive Committee composed of the Director and Secretary.

ARTICLE V
Meetings

Section 1
Regular Administrative Meetings

Par. 1. A Departmental meeting will be held a minimum of 11 times per year.

Section 2
Regular Scientific Meetings

Par. 1. Mortality and Morbidity conference will be held monthly. There will be a neuropathology session at least once a month. There will be a neuroradiology session at least twice a month.

Section 3
Special Meetings

Par. 1. Special meetings may be called by the Director or by a majority of the Department.

ARTICLE VI
Amendments

Section 1

Par. 1. Amendments to these Rules and Regulations shall be presented in writing at any meeting of the Department for action at the next regular or special meeting. Each member shall be supplied with a copy of the proposed amendment at least one week prior to the meeting at which action is to be taken. A vote of two thirds will be necessary to amend a rule or regulation.

ARTICLE VII
Parliamentary Procedure

Section 1

Par. 1. Robert's Rules of Order (Revised), unless otherwise specified, shall govern all actions of the Department.