

	State of Indiana Indiana Department of Correction Division of Youth Services	Effective Date 4/1/2022	Page 1 of 2	Number 1.09Y
HEALTH CARE SERVICES DIRECTIVE-YOUTH SERVICES Manual of Policies and Procedures				

Title EXTERNAL PEER REVIEW PROGRAM
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Legal References (includes but is not limited to) IC 11-8-2-5	Related Policies/Procedures (includes but is not limited to) 01-02-101	Other References (includes but is not limited to) National Correctional Health Care Standards
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I. PURPOSE:

This Health Care Services Directive establishes the requirement that the clinical performance enhancement of clinicians be monitored on a regular basis.

II. DEFINITION:

For the purpose of this Health Care Services Directive, the following definition is presented.

- A. CLINICIANS: For the purposes of this directive, clinicians are licensed practitioners providing care in the facility including physicians, dentists, advanced practitioners, and PhD-level psychologists.
- B. COLLABORATIVE PHYSICIAN: Provides patient care through partnership with APNs to review the patient's medical records on a regular basis to ensure patients receive the care and treatment needed.
- C. EXTERNAL PEER REVIEW: Process of having a health professional's clinical work reviewed by another professional of at least equal training in the same general discipline, such as the review of the facility's physician by the responsible physician.
- D. INDEPENDENT REVIEW: The assessment of a health professional's compliance with discipline-specific and community standards. The review includes an analysis of trends in a practitioner's clinical practice.

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III. GUIDELINES:

- A. A documented external peer review program for clinicians is conducted annually or more often if determined necessary by the Health Services vendor.
- B. APN licensure requires the collaborative physician to make sure that a 5% random sampling of records documenting the care provided by the APN is reviewed at least once every seven (7) days. This sampling must not be performed by the APN.
- C. The review shall be conducted by another professional of at least equal training in the same general discipline who has not been previously involved in the care of the patients reviewed.
- D. Reviews shall be maintained confidentially and shall incorporate, at least, the following elements:
 1. The name of the individual being reviewed.;
 2. The date of the review.;
 3. The name and credentials of the reviewer.;
 4. Confirmation that the review was shared with the clinician; and,
 5. A summary of the findings and corrective action, if any, to be stored confidentially in the Health Services vendor's regional office and made available to the Department's Health Services Division leadership upon request.
- E. A written record providing the name of the reviewer, the name of the clinician being reviewed, signatures of both indicating they have discussed the review and the dates of the review, shall be available to the facilities for the accreditation files.
- F. The Health Services Administrator shall request an independent review whenever there is serious concern about any clinician's competence.
- G. The Health Services Administrator, in collaboration with the Health Services vendor's medical director, implements procedures to improve a clinician's competence when such action is necessary and must be maintained and stored confidentially.
- H. The Health Services vendor shall confidentially notify the Chief Medical Officer and appropriate Health Services Division Executive Director when the need to provide skilled competency training for a clinician arises.

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IV. APPLICABILITY:

This HCSD is applicable to all facilities providing Health Services to youth.

signature on file

Kristen Dauss, MD
Chief Medical Officer

Date