

PCP:	Page 1 of 2
SECTION: Personnel	
POLICY AND PROCEDURE: Non-Physician Medical Practitioners	Approved date: _____ Approved by: _____ Effective date: _____ Revised date: _____

POLICY:

Physician offices will have standardized procedures that clearly define the scope of services and supervision of all non-physician medical providers (NPMP).

PROCEDURE:

I. SCOPE OF PRACTICE OF NON-PHYSICIAN MEDICAL PRACTITIONERS

- A. Standardized procedures defining the scope of practice of Nurse Practitioners, Certified Nurse Midwives, and Physician Assistants must be documented on-site. Standardized procedures identify the furnishing of drugs or devices, extent of physician supervision, method of periodic review of competence, and review of provisions in the standardized procedures.
- B. Standardized procedures shall undergo periodic review, with signed, dated revisions completed at each change in scope of work.

Certified Nurse Midwife (CNM): The certificate to practice nurse mid-wifery authorizes the holder, under supervision of a licensed physician, to attend cases of normal child-birth and to provide prenatal, intrapartum, and postpartum care, including family planning care for the mother and immediate care for the newborn. The supervising and back-up physician for the CNM must be credentialed to perform obstetrical care in the same delivering facility in which the CNM has delivery privileges.

Nurse Practitioner (NP): Nurse practitioners may provide primary care and perform advanced procedures. The extent of required supervision must be specified in the standardized procedures.

Physician Assistants (PA): Every PA is required to have the following documents:

- 1. Delegation of Services Agreement: Defines specific procedures identified in practice protocols or specifically authorized by the supervising physician, and must be dated and signed by the physician and PA. An original or copy must be readily accessible at all practice sites in which the PA works.
 - o The Agreement will be revised, dated, and signed anytime changes occur. Failure to maintain a Delegation of Services Agreement is a

POLICY AND PROCEDURE: Non-Physician Medical Practitioners

violation of the Physician Assistant Regulations and is grounds for disciplinary action by the Medical Board of California against a physician assistant's licensure.

2. Approved Supervising Physician's Responsibility for Supervision of Physician Assistants Agreement: Defines supervision responsibilities and methods required by Title 16, section 1399.545 of the Physician Assistant Regulations, and is signed by the physician. The following procedures must be identified:
 - o Transport and back-up procedures for when the supervising physician is not on the premises
 - o One or more methods for performing medical record review by the supervising physician
 - o Responsibility for physician review and countersigning of medical records
 - o Responsibility of the PA to enter the name of approved supervising physician responsible for the patient on the medical record
3. Each NP, CNM, and PA that prescribes controlled substances must have a valid DEA Registration Number.

II. SUPERVISION OF NON-PHYSICIAN MEDICAL PRACTITIONERS

- A. The supervising physician holds ultimate responsibility for the practice of each supervised non-physician medical practitioner. The number of non-physician medical practitioners who may be supervised by a single primary care physician is limited to the full-time equivalent of one of the following:
 1. 4 Nurse Practitioners
 2. 3 Nurse Midwives
 3. 2 Physician's Assistants, or
 4. 4 of the above individuals in any combination which does not exceed the limit stated
- B. The designated supervising or back-up physician is available in person or by electronic communication at all times when a NPMP is caring for patients.

III. IDENTIFICATION OF HEALTH CARE PRACTITIONERS

- A. A health care practitioner shall disclose this or her name and practitioner's license status, as granted by the State of California, on a nametag with at least 18-point type. A health care practitioner in a practice or office, whose license is prominently displayed may opt not to wear a nametag.

Note: It is unlawful for any person to use the title "nurse" in reference to himself or herself, in any capacity, except for an individual who is a registered nurse or licensed vocational nurse.