

LEE MEMORIAL HEALTH SYSTEM BOARD OF DIRECTORS

POLICY MANUAL

no. 10.30B

category: General Operations
title: Policy & Procedure Review

original adoption: 02/28/92
revision date: 07/31/98
07/26/02 supersedes no. 10.30A

PURPOSE:

To provide for periodic review of all policies and procedures within the institution.

POLICY:

In accordance with JCAHO and regulatory requirements, all policies and procedures will be reviewed, evaluated and revised, if necessary, at least once in a three year period (unless required more frequently by State or Federal regulations) beginning with the effective date of this Policy, and at least once in each three year period following the reviews. Evidence of the review and evaluation will be made a permanent part of the Policy Manual.

All policies and procedures will be revised when warranted based on changes in the state of the art, current knowledge, current technology or other factors.

The Board will receive a brief report from the System's President confirming compliance with this Policy.

This policy applies to all medical staff rules and regulations, medical staff bylaws, credential policies, nursing policies, financial policies, department/service policies and procedures, human resource policies, administrative policies, policies of the auxiliary and volunteer organizations as well as governing board and its subsidiaries.