

HOME HEALTH I **Structure and Function**

PROFESSIONAL ADVISORY COMMITTEE **Policy No. HH:1-004.1**

PURPOSE

To provide a process for the development and implementation of the Professional Advisory Committee.

POLICY

The Governing Body will appoint a multidisciplinary Professional Advisory Committee (PAC). The committee will consist of at least one (1) practicing physician, a nurse with community health or home care experience, representatives of other professional services reflecting at least the scope of organization services (such as physical, speech, or occupational therapy social work and discharge planning), and one (1) member that is neither an owner nor an employee of the organization.

This committee will meet quarterly, or more often as needed, and minutes of each meeting will be recorded. The committee is authorized by the Governing Body to advise the organization on professional issues, to evaluate program and services and to assist the organization to maintain relationships in the community.

GUIDELINES

1. Responsibilities of the Professional Advisory Committee include:
 - A. The committee will establish and annually review policies and procedures governing the scope of services provided
 - B. Admission and discharge criteria/policies
 - C. Medical supervision and plans of care
 - D. Emergency procedures
 - E. Clinical protocols
 - F. Clinical records
 - G. Personnel qualifications
 - H. Annual program evaluation

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Policy No. HH:1-004.2

2. The committee will refer to state or national association for the most recent Medicare Conditions of Participation regulations.
3. The committee will evaluate the organization's success in meeting community needs for home care services, provision of adequate and appropriate care to each patient, and progress towards financial stability.

A list of the Professional Advisory Members follows. (See "Professional Advisory Committee Members" Addendum HH:1-004.A.)

Assurance Homecare, LLC



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