

This policy applies to: <input checked="" type="checkbox"/> <i>Stanford Hospital and Clinics</i> <input checked="" type="checkbox"/> <i>Lucile Packard Children's Hospital</i>	Last Approval Date: May 2010
Name of Policy: HOSPITAL STAFF ACCESS TO PRIVILEGING AND PROCEDURE INFORMATION FOR MEDICAL STAFF, HOUSE STAFF IN TRAINING AND ADVANCE PRACTICE PROFESSIONALS (MSONET)	<p style="text-align: center;">Page 1 of 12</p>
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I. PURPOSE

It is the policy of LPCH and SHC to provide ready access to credentials for medical staff members, including physicians, house staff and advanced practice professionals.

II. POLICY

Employees at Stanford Hospital & Clinics and Lucile Packard Children's Hospital, will be authorized to have access to information via the Intranet on medical staff clinical privileges and advance practice professional procedure authorization, for the purpose of verifying credentials and privileges in the clinical areas. Physicians with access to the intranet will also have access to MSONet through the link below.

III. PROCEDURE

Process

If a staff member without access to the Intranet database has a question regarding whether or not a specific provider is credentialed at SHC or LPCH, or what privileges that provider has been approved for, the staff member should contact his/her supervisor who can access the database for the information. It is expected that this process will be used whenever there is a question regarding a provider's membership and/or privileges. Any questions regarding the information available on the Intranet should be directed to Medical Staff Services.

MSONet access can be obtained through this link: <http://mso-web-01/msonet/>

IV. RELATED DOCUMENTS

- Stanford Hospital and Clinics Medical Staff Bylaws, Rules and Regulations
- Lucile Packard Children's Hospital Medical Staff Bylaws, Rules and Regulations

V. DOCUMENT INFORMATION

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A. Legal Authority/References

The Joint Commission

B. Author/Original Date

This Policy was authored by the Director, Medical Staff Services in January, 2002

C. Gatekeeper of Original Document

The Director of Medical Staff Services (or designee), who will be responsible for initiating its review and revision. The Policy will reside in the Administrative Manual for both facilities.

D. Distribution and Training Requirements

The distribution and of this Policy will be handled through the Hospital Administration and Nursing.

E. Requirements For Review and Renewal

This Policy will be reviewed and/or revised every three years or as required by change of law or practice.

F. Review and Revision History

05/06, 3/10

G. Local Approvals

LPCH Policy Committee – 3/10

SHC and LPCH Credentials Committee – 11/06, 3/10

SHC and LPCH Medical Executive Committee – 12/06, 5/10

H. SHC and LPCH Hospital Board Approvals 12/06, 5/10

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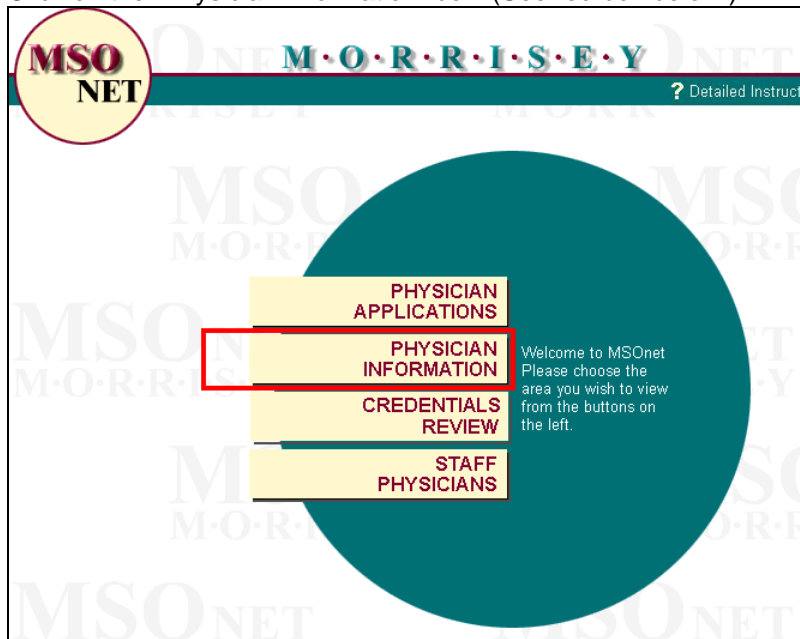
MSONet: How to Look Up Privileges

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- II. How to Look Up All Physicians that have a Specific Privilege..... 7

MSONet website: <http://mso-web-01/msonet/>. If you are using VPN try this link: <http://mso-web-01.corp.stanfordmed.org/msonet/>.

I. How to Look Up Privileges for a Physician

1. Click on the "Physician Information" box. (See red box below.)



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2. Select the Facility from the drop down menu:

The screenshot shows the MSO NET website interface. At the top left is the MSO NET logo. Below it, the text reads "Physician Information" and "Find a Medical Professional". Underneath, it says "To find a Practitioner:". There are three bullet points:

- Choose a *Facility* (The dropdown menu is highlighted with a red box and shows "None Selected").
- Enter *Last Name* of Practitioner to search for: (A blue text input field is present).
- Click on Name Search button (A grey button labeled "Name search" is present).

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- Type in the Last Name of the physician in the blue box. Then click on the "Name search" button:

The screenshot shows the MSONET website interface. At the top left is the MSONET logo. Below it, the text reads "Physician Information Find a Medical Professional". Underneath, it says "To find a Practitioner:" followed by a list of instructions:

- Choose a **Facility**: [Stanford]
- Enter **Last Name** of Practitioner to search for: [bohman]
- Click on Name Search button

A "Name search" button is located below the search criteria. The text "bohman" in the search field is highlighted with a blue background and a red border.

- Click on the appropriate physician name:

The screenshot shows the search results page on the MSONET website. It displays the text "Please choose a Practitioner from the list below:" followed by a list of results:

- [Bohman, MD, Bryan D](#)
- [Bohman, MD, William R.](#)

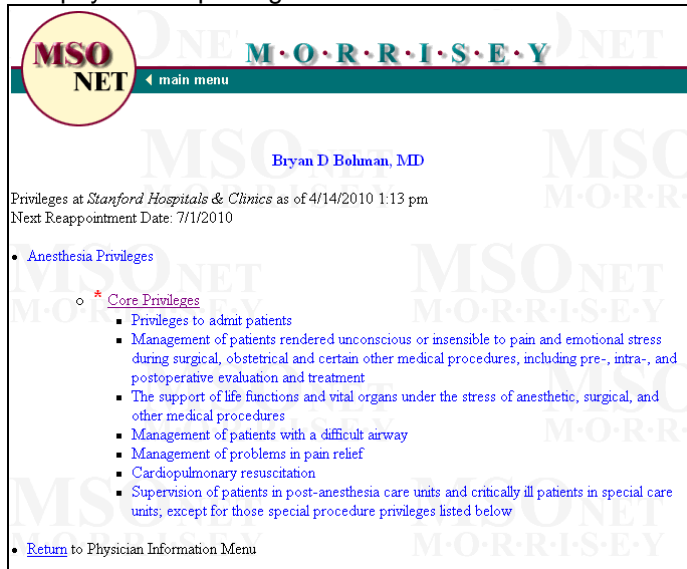
Below the list, there is a link: "Return with no selection". The first result, "Bohman, MD, Bryan D", is highlighted with a red border.

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5. Click on the "Privileges" link:



6. The physician's privileges will be listed as follows:



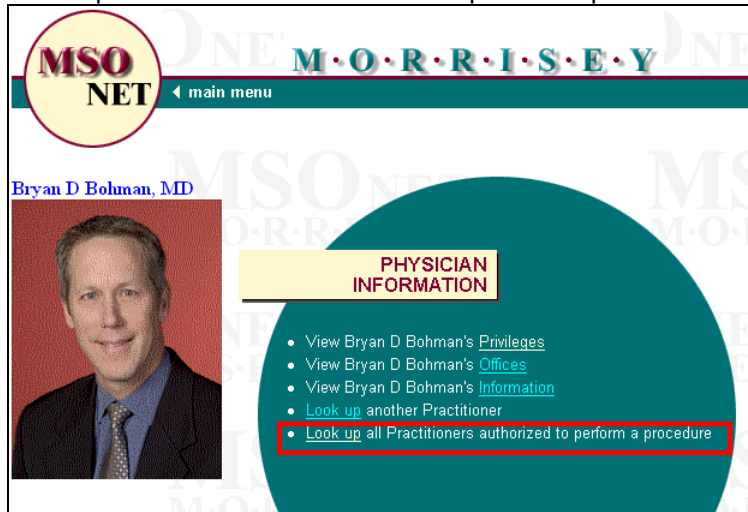
II. How to Look Up All Physicians that have a Specific Privilege

1. The only way to get to this feature is to look up a physician first. (It does not matter which provider you choose as long as they are an Active practicing provider.) If you do not

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recall how to do this please see steps 1 through 4 above.

2. Once you get to the Physician Information page (see picture below) click on the last bullet "Look up all Practitioners authorized to perform a procedure"



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- Click on the appropriate Facility. For LPCH, click on "Lucile Salter Packard Children's Hospital". For SHC, click on "Stanford Hospital & Clinics".




- For the purposes of this example, we will look for all physicians that have the following privilege: "Liver transplantation anesthesia".

(A note about the privilege list, unless the privilege specifically has "PA", "NP", "CNS", "Resident", "Fellow", "PGY", or "AHP" as part of the privilege name you can assume the privilege is for the Medical Staff.)

Since this privilege falls under Anesthesia, we will first find and click on "Anesthesia Privileges".

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Please choose a Level 1 Privilege from the list below:

- [Acupuncture - for physicians](#)
- [Adult Cardiothoracic Anesthesia Fellow](#)
- [Adult Kidney and Pancreas Transplant Program](#)
- [Adult Liver Transplant - NP](#)
- [AIDS Clinical Trials and Positive Care Clinic, PA](#)
- [Anesthesia - Pain Management PGY5/6 Fellowship](#)
- [Anesthesia Privileges](#)
- [Anesthesia R2 Second Year Anesthesia Resident](#)
- [Anesthesia R3 Third Year Anesthesia Resident](#)
- [Anesthesia R4 Fourth Year Anesthesia Resident](#)
- [Anorectal - NP](#)
- [Approved assist only construction or revision of continent ileostomy pouches](#)
- [Approved for Alex Colevas](#)
- [Approved for Christopher Payne, MD](#)
- [Approved for E. Sokol, MD](#)
- [Approved for Endocrinology consulting in the Neurosurgery Clinic](#)

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5. You can find "Liver transplantation anesthesia" under "Special Privileges" (see picture below). Click on the privilege.

The screenshot shows a list of medical privileges under the heading "Anesthesia Privileges-". It is organized into two main categories: "Core Privileges" and "Special Privileges". Under "Special Privileges", the item "Liver transplantation anesthesia" is highlighted with a red rectangular box. Other items include "Comprehensive Critical Care", "Patients under the age six months", "Comprehensive Pain Management", "Cardiac Anesthesia", and "Acupuncture".

- [Anesthesia Privileges-](#)
 - [Core Privileges](#)
 - [Privileges to admit patients](#)
 - [Management of patients rendered unconscious or insensible to pain and emotional stress during surgical, obstetrical and certain other medical procedures, including pre-, intra-, and postoperative evaluation and treatment](#)
 - [The support of life functions and vital organs under the stress of anesthetic, surgical, and other medical procedures](#)
 - [Management of patients with a difficult airway](#)
 - [Management of problems in pain relief](#)
 - [Cardiopulmonary resuscitation](#)
 - [Supervision of patients in post-anesthesia care units and critically ill patients in special care units, except for those special procedure privileges listed below](#)
 - [Special Privileges](#)
 - [Comprehensive Critical Care](#)
 - [Patients under the age six months](#)
 - [Patients between the ages of 6 months and 6 years with ASA physical status = 3](#)
 - [Comprehensive Pain Management – management of complex acute and chronic pain, neurolytic nerve blocks, facet blocks, and dorsal column stimulation](#)
 - [Cardiac Anesthesia](#)
 - **[Liver transplantation anesthesia](#)**
 - [Transesophageal echocardiography](#)
 - [Acupuncture](#)
 - [ONLY provide care of patients in the SHC Emergency Department, ASC, Cath Lab,](#)

6. The page now shows all providers that have been approved for this privilege:

The screenshot shows a webpage titled "Authorized to perform Liver transplantation anesthesia." Below the title, it says "Please choose a Medical Professional from the list below:" followed by a list of names, each preceded by a blue underlined link. The list includes: Adriano, MD, Aileen; Albert, MD, Olga N; Angelotti, MD, PhD, Timothy P.; Angst, MD, Martin S; Boltz, MD, Madalane Gail; Chen, MD, Michael IE; Crawford, MD, Ana M; D'souza, MD, Genevieve; Drover, MD, David R; Feaster, MD, William W; Furukawa, MD, Louise K; Golianu, MD, Brenda; Green, MD, PhD, Ryan B; Hammer, MD, Gregory B; Hanowell, MD, Leland H; Hill, MD, Charles C; Honkanen, MD, Anita; Jackson, MD, Ethan C; Krane, MD, Elliot J; Kuan, MD, Calvin Chia-Lun; Lemmens, MD, Hendrikus J; and Miro, MD, Frederick G.

For questions regarding physician privileges, please contact

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