

Leamington Mennonite Home
Long Term Care

**QUALITY & RISK MANAGEMENT
POLICY AND PROCEDURE**

CATEGORY: Quality & Risk Management Activities – Leadership	SUBJECT: Medical Services Review	SECTION: F
DATE: July 12, 2022	Administrator's Signature: _____	POLICY: 2

MEDICAL SERVICES REVIEW

POLICY:

A medical services review audit will be completed annually for all physicians prior to the re-signing of Medical Advisor and Attending Physician's contracts.

PROCEDURE:

The QRM Lead will coordinate the completion of the medical services review by:

- 1) Ensuring a random sample of two resident charts every six months for each attending physician is completed.
- 2) Ensuring a random sample of two resident charts for the Medical Advisor is completed.
- 3) Sharing the results of the audits with the Medical Advisor and Director of Care.
- 4) Presenting the results at the PAC/MAC meeting if appropriate.
- 5) Taking corrective action for areas of noncompliance.
- 6) Ensuring that the Medical Advisor Appraisal form is completed prior to the re-signing of the Medical Advisor's agreement through:
 - A self-assessment process, whereby the Medical Advisor completes his/her own assessment of the services provided
 - The QRM Lead uses the tool to complete the evaluation based on input from the interprofessional team