

Contract Checklist

This checklist was adapted from an actual contract submitted to a hospital-based radiation oncology group. The ACR legal department provides this to members and their staffs only as a reference tool for radiologists/radiation oncologists/medical physicists entering into a new or renewing a contract. The categories may or may not apply to your specific situation.

Definitions	Revision	Previous Language	Possibly Controversial
New Definition "Division Leadership Committee"			
New Definition "Unassigned patient"			
New Definition "Voluntary" or "automatic relinquishment"			
Active Staff Category			
Senior Attending			
Special Active			
Psychologists			
Office and Residence Within 25 miles			
Consulting Category			
Qualifications of Officers and Chairpersons			
President-Elect			
Secretary/Treasurer			
Immediate Past President			
Conflict of Interest			
Vacancy in Office			
Quorum			
Mandatory Special Appearance			
Ballots			
Establishment of Clinical Department or Section			
Committee Chairpersons			
Division Leadership Committees			
Additional Medical Staff Functions			

POLICY ON APPOINTMENT, REAPPOINTMENT AND CLINICAL PRIVILEGES

Definitions	Revision	Previous Language	Possibly Controversial
UPIN #			
Initial Application			
Tuberculin Assessment			
Incomplete Application			
Physical Exam at time of Initial application			
Cred Comm Recommendation			
Contracts for Clinical Services			
Clinical Privileges include			
Clinical Privileges based on			
Clinical Psychologists Clinical Privileges			
Clinical Privileges after age 70			
Appointees 75 years old			
Clinical Privileges for New Procedures			
Clinical Privileges Crossing specialty lines			
Relinquishment of Clinical Privileges			
Reappointment application			
Reappointment- individual with minimal FH activity			
Physical/Mental Exam may be required at Reappointment			
Meeting with affected			

Definitions	Revision	Previous Language	Possibly Controversial
Individual			
Grounds for Precautionary Suspension			
Automatic and Voluntary relinquishment for failure to Complete Medical Records			
Board Certification-Failure to Achieve			
Lapse of Professional Liability Insurance			
Failure to attend meetings or satisfy CMEs			
Unit Medical Directors and Committee Chairpersons			
Confidentiality and Reporting			
Pre-Hearing Conference			
Amendments to Appointment & Reappointment Policy			

POLICY ON ALLIED HEALTH PROFESSIONALS

Definitions	Revision	Previous Language	Possibly Controversial
Definitions - Dependent & Independent			
Allied Health Qualifications			
AH Professionals Review Panel			
Clinical Competence and Behavior			
Temporary Privileges			
Dependent AH Professionals - Supervision by Employing or Supervising Physician			
Amendment			

MEDICAL STAFF ORGANIZATIONAL MANUAL

Definitions	Revision	Previous Language	Possibly Controversial
Definitions - Board Committee			
Definitions - Hospital Committee			
Definitions - Unassigned patient			
Definitions - Voluntary or automatic relinquishment			
Medical Staff Committee Umbrella Covers			
Hospital Committee Umbrella Covers			
Establishment of Departments/Sections			
Dept. Chairperson Qualifications			
Vacancy in position of Department chairperson			
Department Chairperson Responsibilities			
Quorum for Committee Meetings			
Bylaws Committee			
Credentials Committee			