



**Banner Good Samaritan  
Medical Center**

Phoenix, Arizona

**Department of Psychiatry**

Rules and Regulations

- ARTICLE I**                      Organization
- ARTICLE II**                     Functions and Duties
- ARTICLE III**                  Miscellaneous Provisions

**ARTICLE IV**                  **Organization**

**Section 1**

In accordance with the Bylaws of the Medical Staff of Banner Good Samaritan Medical Center (BGSMC), the Department of Psychiatry is organized as a department of the Medical Staff.

**Section 2**

The Department of Psychiatry will be directed by the Psychiatry Committee.

**Section 3**

The chairman of the department will be the Chairman of the Psychiatry Committee. In accordance with Article 8.5-2 of the Medical Staff Bylaws, the Chairman of the Department of Psychiatry serves as such under contract with Banner Good Samaritan Medical Center. The chairman shall appoint a vice-chairman of the department.

**Section 4**

- A) Sections of the Department of Psychiatry will include:
- 1) Psychology
- B) A chief of a section may be appointed per Section 8.6 of the Medical Staff Bylaws.

**ARTICLE V**                  **Functions and Duties**

**Section 1**

The Chairperson's functions and duties are outlined in Section 8.5-5 of the Medical Staff Bylaws.

**Section 2**

- A) The vice chairman will be responsible for administration of the department in the absence of the chairman.

**DEPARTMENT OF PSYCHIATRY**

Rules & Regulations

Page 2

**ARTICLE VII**            **Miscellaneous Provisions**

**Section 1 - Meetings**

- A) Meeting requirements are outlined in Section 10.2 of the Medical Staff Bylaws.
- B) All Psychiatry staff members may attend the General Session of the Psychiatry Committee meeting. The Psychiatry Chairman shall appoint those members of the department who will attend the Executive Session of the meeting.

Senior Outpatient Administrative Resident may attend General Session of committee meetings as ex-officio member without voting rights and may not hold elected office.

**Section 2 - Admitting and Discharge**

Documentation requirements for the health record are outlined in the Medical Staff Rules & Regulations.

**Section 3 - Committee Assignments**

Members of the department are expected to fulfill obligations created by membership on this and other staff committees.

**Section 4 - Appointment Procedure**

**Membership:**

- A) Physicians applying for department membership and privileges will apply in accordance with the Credentialing Procedures Manual of the Medical Staff Bylaws.

**Application:**

- A) Medical members of the Department of Psychiatry shall present evidence of one of the following:
  - 1. Satisfactory completion of training from an accredited ACGME or equivalent Psychiatry Residency Program

**OR**

  - 2. Certification in Psychiatry by the American Board of Psychiatry and Neurology; or qualify as admissible to apply for such certification.

B) Physicians granted privileges on the basis of admissibility must obtain certification in Psychiatry by the American Board of Psychiatry and Neurology within five (5) years of completion of psychiatry residency training and maintain certification. Failure to maintain board certification will result in the automatic loss of privileges in the Department of Psychiatry.

**Supervision:**

- A) The first three (3) admissions to BGSMC must be supervised.

- B) The supervised member is responsible for notifying the supervising physician of admission of a patient.

## **DEPARTMENT OF PSYCHIATRY**

Rules & Regulations

Page 3

- C) Supervision of special procedures will be in addition to prerequisite three (3), the number of which shall be at the discretion of the Psychiatry Committee upon recommendation of the supervising physician(s)
- D) Supervision requirements are to be completed within twelve (12) months. If supervision is not completed within this time period, the applicant may be dropped from staff as provided for in the Bylaws.
- E) The Psychiatry Committee may exempt a resident, finishing the BGSMC Psychiatry Residency Program, from the initial supervision of cases. Any waiver of supervision requirements will be done on an individual basis.
- F) Applicants under supervision must complete the record history and physician examination, write orders, progress notes, and discharge summary (i.e., the house staff or other physicians, except a consultant, must not be primarily responsible in diagnosis and treatment of the patient).

## **Section 5 - AFFILIATE STAFF - PSYCHOLOGIST**

### **Membership:**

Psychologists applying for department membership and privileges will apply in accordance with the credentialing procedures manual of the medical staff bylaws.

### **Application:**

- A) Psychologists applying for Affiliate Staff membership in the Department of Psychiatry shall meet the following criteria:
1. Current valid license issued by the Arizona Board of Psychologist Examiners.
  2. Doctoral degree from a professional psychology training program approved by the American Psychological Association **OR** a program which shall meet the following criteria:
    - a. Is located in a regionally accredited institution of higher learning.
    - b. The program, wherever it is administratively housed, must be clearly identified and labeled as a psychology program. Such programs must specify, in pertinent instructional catalogues and brochures, its intent to educate and train professional psychologists.
    - c. The psychology program must stand as a recognizable, coherent, organizational entity within the institution, which has an integrated organized sequence of study.
    - d. The program must have an identifiable body of students who are matriculated in that program for a degree and the program must include an identifiable, psychology faculty and a psychologist responsible for the program.
  3. A Psychology Internship or residency that is:
    - a. Approved by the American Psychological Association or an equivalent pre-doctoral or post-doctoral experience similarly organized and supervised which:  
Consists of a minimum of 1800 hours of supervised experience;

**AND**

**DEPARTMENT OF PSYCHIATRY**

Rules & Regulations

Page 4

Includes face-to-face supervision by a Psychologist in a health care setting or organized setting employing Psychologists.

**Minimum Criteria:**

***Psychological Assessment and Treatment***

Ten (10) graduate semester hours in courses directly related to psychometric assessment of cognitive/intellectual and emotional/personality functioning. Demonstration of appropriate training and experience in adult psychotherapy and psychological treatment.

***Neuro-Psychological Evaluation and Consultation***

- A. Earned doctorate (Ph.D. or Psy.D.) from a regionally accredited institution.
- B. The equivalent of two years of experience in the practice of clinical neuropsychology which can be satisfied by any of the following:
  - Completion of an APA accredited pre-doctoral internship in psychology with a minimum of 900 hours (six months) specialty training in clinical neuropsychology and one year of postdoctoral training in clinical neuropsychology.
  - Two years of postdoctoral training in clinical neuropsychology supervised by a clinical neuropsychologist.
  - A minimum of 3600 hours (2 years) of experience in clinical neuropsychology under the supervision of a licensed neuropsychologist.
  - Post doctoral certification in neuropsychology from an accredited institution of higher learning.
- C. A current valid license issued by the Arizona Board of Psychologist Examiners.

**Supervision**

1. The first three (3) treatments or consultation cases within BGSMC must be supervised by a supervisor or supervisors appointed by the Psychiatry Committee.
2. The applicant is responsible for notifying the supervising Psychologist of a case to be supervised.
3. Supervision of special procedures (neuropsychological assessment) will be in addition to the prerequisite three (3) cases. Applicants seeking privileges in special procedures will be supervised for the first three (3) cases in a special procedure. Supervision of special procedures may be concurrent to the prerequisite three general cases at the discretion of the supervisor.
3. Supervision requirements are to be completed within twelve (12) months. If supervision is not completed within this time period, the applicant may be dropped from staff as provided for in the Bylaws.

**Approvals:**

Psychiatry Committee	Date	05-04-94
Executive Committee	Date	06-28-94
Board of Directors	Date	07-13-94
Psychiatry Committee	Date	10-06-98
Executive Committee	Date	10-26-98
Board of Directors	Date	11-17-98
Psychology Subcommittee	Date	11-28-00
Psychiatry Committee	Date	12-05-00
Executive Committee	Date	01-22-01
Board of Directors	Date	03-27-01
Psychiatry Committee	Date	10/01/2002
Executive Committee	Date	11/25/2002
Board of Directors	Date	12/16/2002
Psychiatry Committee:	Date	8/5/2003
Executive Committee	Date	8/18/2003
Board of Directors:	Date	9/18/2003
Psychiatry Committee:	Date	03-03-09
Executive Committee	Date	03-23-09
Board of Directors:	Date	04-04-09