

Guidance on Contract Language

The language that appears below should be considered for inclusion when drafting co-management agreements.

Grant of authority for Management Services:

“[Facility] grants to [Infectious Diseases (ID) Physician Executive] the authority and responsibility, subject to [Facility’s] overall direction and control, to manage the operations of the (Infection Control & Prevention/Antimicrobial Stewardship) Service Line, exclusive of billing, collection of revenues, disbursement of funds, coordination with third party payers, negotiating managed care agreements, marketing and promotion of the Service Line of the [Facility]. [ID Physician Executive] shall carry out his/her duties at the direction of the [Facility] and keep [Facility] informed of all major policy matters affecting the Service Line. [ID Physician Executive] shall have reasonable discretion in the management of the Service Line and shall exercise its reasonable judgement in the management and operation thereof in the absence of direction from the [Facility].”

Infectious Diseases Physician Executive Duties:

In general, the [Infectious Disease Physician Executive] shall provide services and expertise to:

- Create and update necessary Facility protocols related to Infection Control & Prevention/Antimicrobial Stewardship (ICP)
- Assist in the selection of equipment, materials, and supplies, including EHR software, and the development of standardization within the Facility among its equipment and IT systems
- Establish best practices for the ICP Service Line and develop benchmarks to evaluate whether such best practices have been met
- Provide ongoing direction of the ICP Service Line using standards to enhance quality and efficiency
- Assist in the strategic, financial, and operation planning
- Develop clinical protocols and guidance
- Address error reduction and adverse events

The [ID Physician Executive] shall perform the following duties and responsibilities under this Agreement, as well as such other duties as Facility may require ID Physician Executive to perform from time to time.

1. Serve as Clinical Lead on [Infection Control & Prevention Workgroup] and provide strategic direction in efforts to reduce infection rates/maintain low infection rates relative to baseline, to include the development of protocols and institutional policies with respect to hand-washing, contact isolation, hazardous material disposal, and other infection-control/prevention related matters.
 - a. Performing duties that include, but are not limited to, the following: monitoring wound infection patterns, optimizing prophylactic antibiotic usage, and providing continuing education about proper techniques for minimizing nosocomial infection.
 - b. Supervise and direct appropriate action for contagious diseases outbreaks that occur within the institution. This includes not only investigation but also intervention to minimize risk and direct collaboration with DOH and other officials as needed.
 - c. Assist Facility in the interpretation and implementation of laws concerning the protection of Facility’s workforce from contagious diseases.

- d. Supervise and ensure proper reporting to the relevant state level department of health/CDC of reportable diseases
 - e. Assist Facility by providing Facility guidance on meeting standards for infection related complications that are reportable under applicable law.
 - f. Assist facility as needed for accreditation, inspection an survey by DOH, Joint Commission and other regulatory or authoritative bodies.
 - g. Be available 365 days, 24 hours per day or provide said coverage to assist on an emergency basis for evaluation, management and protocol implementation of unexpected contagious disease outbreaks or concerns.
 - h. Provide physician consulting services for needle “sticks”, communicable disease exposures (i.e., TB), and monitoring the effectiveness of the infection control program
2. Serve as a member of Facility’s Pharmacy and Therapeutics Committee as an expert in antimicrobial therapy and assist in the evaluation of newly released antimicrobials for possible inclusion in Facility’s formulary.
 3. Chair the Facility’s Antimicrobial Stewardship Committee.
 - a. In collaboration with Facility’s Pharmacy Director, review and revise, when necessary Facility’s list of antibiotic formulary and restricted antibiotics.
 - b. Engage Facility’s medical staff and provide training to implement antimicrobial stewardship policies.
 - c. Provide input on matters pertaining to Electronic Health Record System modification that enable clinical decision-support related to Infection Control & Prevention and Antimicrobial Stewardship.
 - d. Review and revise, as necessary, the Microbiology Reporting Slip to reflect the revised Antibiotic Formulary, and assure Formulary is consistent with susceptibility patterns on the anitbiogram.
 - e. Participate in the quality review of antibiotic usage at Facility.
 4. On a patient-by-patient basis, review daily and approve, when appropriate, the use of restricted antibiotics identified by Facility’s Pharmacy staff.
 5. Provide on-going education to Facility’s Pharmacy staff and Medical Staff on topics relevant to antibiotic therapy.
 6. Collaborate with the administrative director of Facility’s Laboratory to monitor the appropriateness of testing conducted n Facility’s Microbiology Laboratory and to minimize unnecessary laboratory tests.
 7. Upon Facility’s request, advise on methods for optimizing services provided by Facility’s Microbiology Laboratory and feasibility for expanding laboratory services.
 8. Performance of the Services in accordance with the policies and procedures of Facility, and Facility’s medical staff, as well as accepted professional standards and federal and state laws, rules and regulations.
 9. Upon Facility’s request, coordinate and collaborate with other Facility departments, the medical staff, and Facility administration.
 10. Maintain membership on appropriate intra/inter departmental committees, and assure routine availability for attendance at committee/department meetings during routine working hours.
 11. Supervise the medical education and training of physicians and Facility employees working in the specialty of infectious diseases and involved in providing professional services.