

# The City-Wide Credentials Committee (CWCC)

The City-Wide Credentials Committee (CWCC) evaluates the "credentials" of an individual and ensures that all criteria for appointment to the Credentialed Professional Staff are met as outlined in the [Credentialed Professional Staff By-Laws](#)<sup>i</sup>.

The CWCC then recommends the individual to the MAC for a Credentialed Professional Staff appointment and a specific [delineation of procedural privileges](#)<sup>ii</sup> to the MAC. The committee meets monthly from August to May. View the or the current meeting schedule.

As a subcommittee of the Medical Advisory Committee, The CWCC:

- Develops and approves policies and process changes. Policies or processes with significant change or impact on the Corporation are forwarded to the Medical Advisory Committee(s) for approval.
- Develops processes to monitor quality indicators and report any concerns to the Medical Advisory Committee(s).
- Reviews regularly the credentials of each applicant for membership to the Credentialed Professional Staff and makes recommendations to the Medical Advisory Committee;
- During the annual reappointment process for Credentialed Professional Staff, reviews the categories of privileges of all appointees in each department, and makes recommendations to the Medical Advisory Committees regarding the continuance, addition or termination of privileges;
- Reviews the appropriateness of each appointment and reports to the Medical Advisory Committee of the relevant institution(s), in a timely fashion, its recommendations regarding:
  - Granting of an appointment;
  - The clinical appointment category;
  - Assignment to the department(s);
  - Specific privileges to be granted and
  - The retirement of members of the Credentialed Professional Staff;
- During the annual re-appointment process for the Credentialed Professional Staff, reviews the categories of privileges of all appointees in each department, and makes recommendations to the Medical Advisory Committees regarding the continuance, addition or termination of privileges; and
- Investigates, at the request or direction of the Medical Advisory Committees or at the request of the President(s) of St. Joseph's or LHSC, any alleged contravention or violation by a member of the Credentialed Professional Staff of the institution of the **Public Hospitals Act**, By-Laws, Rules and Regulations and report all findings to the Medical Advisory Committee(s) and President(s) of St. Joseph's and LHSC.

## Membership:

The City-Wide Credentials Committee consists of the following members:

- Immediate Past-Chair or delegate, Medical Advisory Committee, London Health Sciences Centre
- Immediate Past-Chair or delegate, Medical Advisory Committee, St. Joseph's Health Care London
- One (1) Physician delegate appointed by the Joint Medical Advisory Committee to serve as Chair (non voting)
- One (1) Physician delegate appointed by the Medical Advisory Committee, London Health Sciences Centre
- One (1) Physician delegate appointed by the Medical Advisory Committee, St. Joseph's Health Care London
- One (1) Physician representative appointed by the Professional Staff Organization, London Health Sciences Centre
- One (1) Physician representative appointed by the Professional Staff Organization, St. Joseph's Health Care London
- Integrated Vice-President, Medical Affairs & Medical Education (non voting)
- Director, Medical Affairs (non voting)

**Appointment of Chair:** The Chair of the City-Wide Credentials Committee is appointed by the Medical Advisory Committee for a renewable two-year term.

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