

## CREDENTIALLED PROFESSIONAL STAFF APPOINTMENT DEFINITIONS

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### Background

Each year, Medical Affairs works with each Department Chief to review the department's current and projected staffing compliment. With a notable increase in both clinical and academic Cross appointments, it is important to properly define and develop principles to each Credentialed Professional Staff appointment type. This will ensure that each member is properly appointed within their own department / division and other departments / divisions as it relates to their clinical activity and scope of practice.

The definitions and principles are for clinical appointments and are not related to academic appointments as assigned by the Schulich School of Medicine & Dentistry. A Credentialed Professional Staff member may be issued an academic Cross appointment at Schulich Medicine & Dentistry for their academic responsibilities without having an impact on their clinical hospital appointment.

### Definitions and Principles

#### Primary Clinical Appointment - Definitions

A Primary clinical appointment could be defined as one of the following:

1. The department that coincides with the specialty that the member is trained / certified in.

Or

2. The department that the member performs most of their clinical activity, realizing that in the majority of cases this will be the same as the specialty in which they are trained/certified.

#### Primary Clinical Appointment - Principles

1. It is important to consider that the Primary department is recognized on the Human Resource Plan for staff planning and recruitment.
2. The Chief of the Primary department is accountable for administrative responsibilities (ie.,probationary evaluations, annual reappointment approval process).
3. All Primary appointments are issued a Secondary appointment in the same department / division service at the other organization. In the event that the service does not exist at the other organization, the Secondary appointment will be issued in a Supportive category.
4. A Credentialed Professional Staff member may **only** hold one Primary appointment. However, a member may hold Secondary and / or Cross appointments in each department / division that they are clinically active.
5. Application for reappointment is submitted at the same time for all Primary, Secondary and Cross appointments.

### **Secondary Clinical Appointment - Definitions**

A Secondary clinical appointment can be defined as one of the following:

1. A Secondary appointment to the other organization of the assigned Primary appointment.
2. A subsequent Secondary appointment that falls within the same department of the Primary appointment but in a different division/service.
3. A subsequent Secondary appointment for each additional delineation.

### **Secondary Clinical Appointment – Principles**

1. The Secondary appointment term will normally be in the same Department as the Primary appointment.
2. A Credentialed Professional Staff member may **only** hold one Primary appointment. However, a member may hold Secondary and / or Cross appointments in each department / division that they are clinically active.
3. Application for reappointment is submitted at the same time for all Primary, Secondary and Cross appointments.

### **Cross Clinical Appointment - Definitions**

A Cross clinical appointment is defined as a subsequent appointment to the Primary appointment that falls **outside** the department of the Primary appointment. A **clinical** Cross appointment should not be confused with an **academic** Cross appointment as issued by Schulich Medicine & Dentistry. It is possible to have a Cross academic appointment at Schulich Medicine & Dentistry without having a hospital clinical Cross appointment. Hospital appointments are assigned for the purposes of providing patient care.

### **Cross Clinical Appointment – Principles**

1. The Cross appointment term will normally coincide with that of the Primary and Secondary appointments.
2. The Chief of the department for the Cross appointment is accountable for the administrative responsibilities and will sign off on that appointees annual reappointment approval process. The chief of the cross appointed department may be involved in the probationary evaluation as negotiated with the primary department chief.
3. A Secondary appointment may be issued to the other organization of the assigned Cross appointment.
4. A Credentialed Professional Staff member may **only** hold one Primary appointment. However, a member may hold Secondary and / or Cross appointments in each department / division that they are clinically active.
5. Application for reappointment is submitted at the same time for all Primary, Secondary and Cross appointments.