

Medical Director PC.M10

Regulatory Citation(s): 42 CFR 418.102; 418.102(a); 418.102(d)
L-Tag(s): 664, 665, 666, 669

POLICY: Lifesong Hospice and Palliative Care designates one individual who is a Doctor of Medicine or osteopathy to serve as the hospice’s Medical Director. The hospice Medical Director assumes the overall responsibility for the medical component of the patient care program. The Medical Director supervises other physicians who are employed by or under contract with the hospice.

PROCEDURE:

1. The hospice Medical Director may be an employee or work under contract with the hospice.
2. If hospice contracts with a physician employed by a professional entity or physician practice group, the contract specifies the physician who assumes responsibilities as Medical Director of the hospice.
3. When the Medical Director is not available, a physician designated by the hospice assumes the same responsibilities and obligations as the Medical Director.
4. Specific responsibilities of the Medical Director, as outlined in the Medical Director job description, include:
 - a. reviewing clinical information to assess & certify the patient’s eligibility for hospice care;
 - b. reviewing clinical information and consulting with members of the IDG and the patient’s attending physician (if any) regarding the patient’s continued eligibility and appropriateness for recertification;
 - c. composing a brief physician narrative when certifying or recertifying a patient’s terminal illness;
 - d. conducting a face-to-face encounter or ensuring a face-to-face encounter is provided to all patients entering into their third and later hospice benefit periods;
 - e. reviewing, coordinating and overseeing the management of the medical care for the hospice’s patients;
 - f. serving as a medical resource for members of the IDG;
 - g. attending and participating in IDG meetings;
 - h. making home visits to hospice patients as needed;
 - i. serving as a liaison to other physicians in the hospice and the community;
 - j. participating in the hospice’s quality assessment and performance improvement program; and
 - k. supervising other hospice physicians employed by or under contract with the hospice.

Created:	Reviewed:	Revised:	Effective:
6/18			4/2019
Reviewed:	Reviewed:	Reviewed:	Reviewed: