



# MINISTERIAL DIRECTIVE

## Territorial Application Review Committee MD-2018-01

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### 1. Background

The Minister of Health and Social Services has approved the Northwest Territories Health and Social Services Authority's (NTHSSA) Medical and Professional Staff Bylaws ("Bylaws") that will come into effect on March 15, 2018. The Bylaws establish the new Territorial Application Review Committee (TARC) which will replace the Territorial Credentials Committee (TCC). TARC will be tasked with processing applications for appointment and the granting of Privileges to Practitioner Staff.

In accordance with the Bylaws, TARC reviews the application and provides a written recommendation to the Territorial Medical Director (TMD) as to whether Appointment and Privileges should be granted as requested, modified or denied. If the TMD is considering an unfavourable decision, the Applicant shall be notified in writing, along with a rationale for why the TMD is considering not granting the Privileges as requested. The Applicant will have an opportunity to make written submissions in response. The decision of the TMD regarding an Initial Application is final.

The TCC will effectively be disestablished as of March 15, 2018 but will continue to process any applications received prior to March 15, 2018 to ensure a smooth transition from one application process to the other.

It is important that a single point of entry for reviewing credentials remains to ensure a consistent process of applying for and receiving Privileges for all Practitioner Staff working across the Northwest Territories.

### 2. Purpose

This Directive is issued to require the Hay River Health and Social Services Authority (HRHSSA) and the Tlicho Community Services Agency (TCSA) to modify their policies or By-laws, as necessary, to allow for the recognition of the decision made by the TMD respecting applications for Privileges for Practitioner Staff working in facilities operated by the HRHSSA and TCSA.

### 3. Definitions

**Applicant** – means the Physician, Dentist, Nurse Practitioner, or Registered Midwife who is applying for Appointment and/or Privileges.

**Appointment** – means the admission of Practitioner Staff to a category of the NTHSSA staff (Active, Associate, Courtesy, or Locum).

**Clinical Service(s)** – means diagnostic or therapeutic intervention(s) and admission rights, for which Privileges are required.

**Core Privileges** – means those Clinical Service(s) that a graduated, fully trained and licensed Practitioner of a discipline can reasonably be expected to perform.

**Initial Application** – means the process to seek an appointment to the Practitioner Staff, and/or a grant of Privileges in accordance with the Bylaws.

**Medical Staff** - means physicians and dentists who have been appointed to the Medical Staff and granted Privileges at a health care facility or hospital of the NTHSSA, in accordance with the Bylaws.

**Non-core Privileges** – means those Clinical Services, which are outside of the Core Privileges that require further training or demonstration of skill.

**Practitioner Staff** – means the Medical Staff and Professional Staff who have been appointed as Practitioner Staff by the Territorial Medical Director in accordance with the Bylaws.

**Privileges** – means those Core Privileges and site-specific Non-core Privileges that have been granted pursuant to the Bylaws, including Clinical Services.

**Professional Staff** – means Nurse Practitioners and Registered Midwives who have been appointed to the Professional Staff and granted Privileges at a health care facility or hospital of the NTHSSA in accordance with the Bylaws.

**Territorial Medical Director** – means the physician member of the Medical Staff appointed as the Territorial Medical Director (TMD) for the NTHSSA pursuant to the Bylaws.

### 4. Exceptions

None.

**5. Amendment**

This Directive may be amended by the Minister from time to time.

**6. Effective Date**

This Directive comes into effect on March 15, 2018.

**7. Expiration Date**

This Directive is in effect, as amended from time to time, until it is rescinded by the Minister.

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Glen Abernethy  
Minister of Health and Social Services

March 19, 2018  
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Date