

**SHANDS HEALTHCARE**

**GUIDELINES FOR ALLIED HEALTH PROFESSIONALS**

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## **GUIDELINES FOR ALLIED HEALTH PROFESSIONALS**

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## **GUIDELINES FOR ALLIED HEALTH PROFESSIONALS**

The approval of any Allied Health Professional (“AHP”) category for practice in the Shands HealthCare system does not obligate any specific facility to utilize such AHP. Each Facility and the Network shall identify those AHPs approved to provide services at its site. These guidelines are applicable only to AHP’s who must apply for clinical privileges or a scope of practice in accordance with the pertinent facility’s Allied Health Professional Policy on Appointment and Reappointment. These guidelines shall be read to be consistent with the requirements of Florida law for the practice of any Allied Health Professional listed herein. The guidelines provide minimum requirements for practice with Shands HealthCare (“SHC”). Job descriptions may have additional requirements. In addition, SHC retains the right to define a scope of practice that is more limited than that provided by law or the practitioner's protocol.

Unless otherwise indicated, all AHPs are responsible for documenting all assessments, evaluations, services, interventions and patient contacts in the medical record.

### **I. Registered Nurses**

#### **A. Education and Training**

As required by the State of Florida for licensure.

#### **B. Patient Population**

Registered nurses shall work only with patients as assigned by the supervising physician who has staff privileges.

#### **C. Scope of Practice**

Services to be provided, procedures performed, and medical equipment utilized shall be in accordance with those outlined in the Nurse Practice Act and will be consistent with the limitations of the professional licensure and hospital standards for registered nurses.

#### **D. Supervision**

Supervision shall be provided by a member of the Medical Staff or another appropriately credentialed health care provider.

#### **F. Licensure/Certification**

Licensed by the State of Florida.

### **II. Licensed Practical Nurses**

A. Education and Training

As required by the State of Florida for licensure.

B. Patient Population

Patients in all inpatient service areas.

C. Scope of Practice

Services to be provided, procedures performed, and medical equipment utilized shall be consistent with the limitations of the professional licensure and hospital standards for licensed practical nurses.

D. Supervision

Supervision shall be provided by a registered nurse or member of the Medical Staff.

E. Licensure/Certification

Licensed by the State of Florida.

**III. Advanced Registered Nurse Practitioners**

A. Education and Training

Education in the specialty area in which privileges are requested and as required by the State of Florida for licensure and certification.

B. Patient Population

Patients in all service areas.

C. Scope of Practice

As specified by Florida law and a practice protocol between the ARNP and a Florida-licensed medical doctor, osteopathic physician, or dentist. The practice protocol must include a description of the duties of the ARNP, and the management areas for which the ARNP is responsible.

Changes to the practice protocol must be submitted to the Credentialing Office prior to implementation. Additionally, documentation of the State required annual review must be submitted to the Credentialing Office and maintained in the ARNP's file.

D. Supervision

As determined by the Advanced Registered Nurse Practitioner and the physician or dentist, and specifically identified in the written practice protocol. At a minimum, general supervision by the physician or dentist is required unless Florida law or these guidelines set a different level of supervision for a particular act.

E. Licensure/Certification

Licensed by the State of Florida and national certification in the specialty area in which the Nurse Practitioner requests privileges unless such requirement is waived by the Board in consideration of the extraordinary competence and experience of a particular practitioner, or an identified critical hospital patient care need. Nurse Practitioners on staff or having made application to be on staff prior to August 23, 2006 shall be exempt from this requirement, except that any such exempted Nurse Practitioner thereafter applying for a change in specialty area of practice, shall meet this requirement for the new specialty area, unless waived by the Board. Applicants who are licensed and have been educated in the specialty area for which privileges are requested, but who are not yet certified in that specialty area must acquire certification in the specialty area in which the Nurse Practitioner has been granted privileges within one year of initial appointment.

**IV. Certified Registered Nurse Anesthetists**

A. Education and Training

As required by the State of Florida for licensure and certification.

B. Patient Population

Patients in all service areas who require preanesthetic preparation and evaluation; anesthetic induction, maintenance and emergence; postanesthesia care; and/or perianesthetic and clinical support functions.

C. Scope of Practice

As specified by Florida law and a practice protocol between the CRNA and a Florida-licensed medical doctor, osteopathic physician, or dentist. The practice protocol must include a description of the duties of the CRNA, and the management areas for which the CRNA is responsible.

Changes to the practice protocol must be submitted to the Credentialing Office prior to implementation. Additionally, documentation of the State required annual review must be submitted to the Credentialing Office and maintained in the CRNA's file.

D. Supervision

As determined by the CRNA and the physician or dentist, and specifically identified in the written practice protocol. At a minimum, general supervision by the physician or dentist is required unless Florida law or these guidelines set a different level of supervision for a particular act.

E. Licensure/Certification

Licensed and Certified by the State of Florida.

**V. Certified Nurse Midwives**

A. Education and Training

As required by the State of Florida for licensure and certification.

B. Patient Population

Normal, healthy women and women with uncomplicated pregnancies in all service areas. Care for patients with certain identified high risk conditions may be provided within the framework of established protocols.

C. Scope of Practice

As specified by Florida law and a practice protocol between the Certified Nurse Midwife and a Florida-licensed medical doctor, osteopathic physician, or dentist. The practice protocol must include a description of the duties of the Certified Nurse Midwife, and the management areas for which the Certified Nurse Midwife is responsible.

Changes to the practice protocol must be submitted to the Credentialing Office prior to implementation. Additionally, documentation of the State required annual review must be submitted to the Credentialing Office and maintained in the Certified Nurse Midwife's file.

D. Supervision

As determined by the Certified Nurse Midwife and the physician or dentist, and specifically identified in the written practice protocol. At a minimum, general supervision by the physician or dentist is required unless Florida law or these guidelines set a different level of supervision for a particular act.

E. Licensure/Certification

Licensed and Certified by the State.

## **VI. Physician Assistants**

### **A. Education and Training**

As required by the State of Florida for licensure.

### **B. Patient Population**

All medical facilities of Shands HealthCare are appropriate areas of utilization of a PA.

### **C. Scope of Practice**

Under the supervision of a responsible physician, a PA is primarily responsible for performing certain clinical duties customarily performed by physicians. The PA is a fully responsible participant on the health care team and functions as the direct representative of the physician when authorized. Each Physician Assistant should be considered individually and be assigned only those duties which are commensurate with his training and competency, and permitted by Florida law.

The PA shall maintain a listing of current supervising physicians on file in the Credentials Office at all times. Privileges must be specifically delineated. Any changes to the privilege list must be submitted to the Credentials Office for processing in accordance with the facility Allied Health Professional Policy on Appointment and Reappointment.

### **D. Supervision**

Supervision shall be as prescribed by the State. The Supervision Data Form shall be provided at the time of application and a State-approved copy shall be submitted to the Credentials Office within 90 days of application.

### **E. Licensure/Certification**

Licensed by the State of Florida.



## **VII. Psychologists**

### **A. Education and Training**

As required by the State of Florida for licensure.

### **B. Patient Population**

Any patient served by the programs and services of Shands HealthCare.

### **C. Scope of Practice**

Privileges may be granted in all aspects of general psychological services in the application of principles of learning, motivation, perception, cognition, and development to problems and acts of behavior, adjustment or adaptation, and the assessment, diagnosis, and treatment of mental and emotional illnesses and behavioral disorders. Methods and procedures used include interviewing, counseling, case management, psychotherapy, biofeedback, behavior modification, and administration and interpretation of assessments of educational skills, mental abilities, aptitudes, personality and motivation.

### **D. Supervision**

Not applicable.

### **E. Licensure/Certification**

Licensed by the State of Florida.

## **VIII. Speech Pathologists/Audiologists**

### **A. Education and Training**

As required by the State of Florida for licensure.

### **B. Patient Population**

Any patient served by Shands HealthCare whose disease or disorder includes consideration of problems in speech, language or hearing functions.

C. Scope of Practice

Speech pathologists and audiologists will work primarily as consultants in differential diagnostic and interdisciplinary health team evaluations of inpatients and outpatients whose diseases or disorders include a consideration of problems in speech, language or hearing functions. Treatment, where appropriate, will be offered within the scope of their professions. Referrals may be accepted from Medical Staff members and appropriate Allied Health Professionals.

D. Supervision

Not applicable.

E. Licensure/Certification

Licensed by the State of Florida

**IX. Respiratory Therapists**

A. Education and Training

As required by the State of Florida for licensure.

B. Patient Population

Patients requiring mechanical ventilatory therapy.

C. Scope of Practice

As permitted by the State of Florida.

D. Supervision

The Attending Physician shall provide direct supervision, as defined by the Respiratory Therapy Act.

E. Licensure/Certification

Licensed by the State of Florida.

**X. Clinical Social Workers**

A. Education and Training

As required by the State of Florida for licensure.

B. Patient Population

Any Shands HealthCare patient requiring evaluation/treatment for mental or emotional illness, or other appropriate counseling services.

C. Scope of Practice

1. Perform/provide evaluations, therapy and/or consultations as by law and requested by the attending physician.
2. Provide consultation and assistance regarding use of community resources.

D. Supervision

The practitioner who orders/requests the services will be responsible for supervision.

E. Licensure/Certification

Licensed by the State of Florida.

**XI. Occupational Therapists**

A. Education and Training

As required by the State of Florida for licensure.

B. Patient Population

Any patient who has physical, developmental, and emotional disabilities and because of such conditions is unable to have an independent life.

C. Scope of Practice

Evaluation and treatment of patients as permitted by Florida law.

D. Supervision

The Attending Physician who orders the services will be responsible for the

supervision of the patient care rendered.

E. Licensure/Certification

Licensed by the State of Florida.

**XII. Medical Physicists**

A. Education and Training

As required by the State of Florida for licensure as a Medical Physicist or a Medical Physicist in Training.

B. Patient Population

Any patient served by Shands HealthCare, in a clinical setting appropriate to the physicist's training and experience.

C. Scope of Practice

Privileges include all aspects of radiation physics relating to the delivery of radiation therapy as permitted by Florida law.

D. Supervision

The Attending Physician responsible for the treatment provided by the Physicist is responsible for supervision. Those individuals who are licensed as a Medical Physicist in Training shall be required, in addition, to be directly supervised by an individual licensed as a Medical Physicist in accordance with Florida Law and regulations.

E. Licensure/Certification

Licensed by the State of Florida as a Medical Physicist or a Medical Physicist in Training.

**XIII. Genetic Counselors**

A. Education and Training

A Master's degree from a college or university medical genetics program accredited by the American Society of Human Genetics. Training shall include theoretical and practical experience in various aspects of human and medical genetics.

B. Patient Population

Any patient served by the programs and services of Shands HealthCare.

C. Scope of Practice

Participate in genetic counseling pertaining to prenatal diagnosis, to children with birth defects, and to families with genetic disorders.

D. Supervision

Direction and supervision of genetic counselors is the responsibility of the medical geneticists who hold clinical privileges.

E. Licensure/Certification

American Board of Medical Genetics board eligible or certified as a genetic counselor.

**XIV. Cardiographic Technicians/Technologists**

A. Education and Training

Completion of formal education and training in Echocardiography, typically obtained by completion of two year Cardiopulmonary Technology Program, (as equivalent), or completion of formal ultrasound education and training, eligibility for registration as RDCS and two years experience in a fully equipped echocardiography laboratory. Prefer registration as RDCS or qualification to take the American Registry of Diagnostic Medical Sonographers (ARDMS) examination.

B. Patient Population

Cardiographic Technicians shall be primarily involved with patients requiring ECG monitors. These will include any patient served by the programs and services of Shands HealthCare, in a clinical setting.

C. Scope of Practice

The individual shall be responsible for the proper maintenance and use of ECG monitors, ECG machines, ECG scanning equipment and treadmill stress machines.

Cardiac sonographers will be responsible for the proper maintenance and use of appropriate ultrasound systems. In addition, cardiac sonographers may: 1) select appropriate transducers for imaging cardiac structures; 2) perform sonographic imaging according to protocol; 3) identify the sonographic appearance of normal anatomic structures, physiology and hemodynamics as well as abnormal structures and physiology; 4) identify and appropriately document the sonographic appearance of congenital anomalies which may be found in the adult; 5) identify and appropriately document the appearance of acquired cardiac disease including valvular heart disease, pericardial

disease, systemic and pulmonary hypertensive disease, global and segmental left ventricular systolic and diastolic dysfunction, ischemic heart disease, neoplasms and mass lesions, effects of trauma, arrhythmias and plural effusions; 6) perform and document measurements on cardiac structures; 7) compensate for imaging artifacts in both ultrasound and Doppler examinations.

D. Supervision

The patient's physician shall provide direct supervision, although it shall not be necessary for the physician to be present while the technician carries out his/her responsibilities.

E. Licensure/Certification

Eligibility for or the successful completion of the examination for certification by the Cardiovascular Credentialing International/National Board for Cardiovascular Testing (CCI/NBCVT).

**XV. Ophthalmic Assistants**

A. Education and Training

Two years of training in a program approved by the Joint Review Committee for Ophthalmic Medical Assistants (JRCOMA) or the American Orthoptic Council, and at least two years of undergraduate work.

B. Patient Population

Ophthalmic Assistants may be utilized in both the Outpatient Ophthalmology Clinic, and in the Operating Room. In the Operating Room, Certified Ophthalmic Medical Technologists may be utilized as either a scrub nurse or an assistant in ophthalmic surgery.

C. Scope of Practice

Routine examination procedures include: ophthalmic history taking, measuring vision and intraocular pressure, slit lamp examination, retinoscopy and refraction, fitting contact lenses, and ocular motility examination.

Special procedures include: automated and manual visual fields, ophthalmic ultrasound, ophthalmic photography, and operating room assisting.

D. Supervision

Assistant Ophthalmologists are expected to perform their clinical responsibilities

without supervision, but under the direction of staff ophthalmologists. In the operating room, the assistant in ophthalmology will be under the direct supervision of the ophthalmic surgeon.

E.      Licensure/Certification

Ophthalmic Technologists must be certified by the Joint Commission for Allied Health Personnel Ophthalmology. Orthoptists must be certified by the American Orthoptic Council.

**XVI.   Physical Therapists**

A.      Education and Training

As required by the State of Florida for licensure.

B.      Patient Population

Patients in all service areas.

C.      Scope of Practice

As permitted by the State of Florida.

D.      Supervision

Not applicable.

E.      Licensure/Certification

Licensed by the State of Florida.

**XVII.   Cardiovascular Perfusionists**

A.      Education and Training

Graduation from an approved Allied Health Education Program School of Perfusion Technology and Board Certification or eligibility by the American Board of Cardiovascular Perfusion.

B.      Patient Population

Any adult or pediatric patient in the operating room, cardiac cath lab, ICU, ER or in transport of patients to Shands.

C. Scope of Practice

The following specific procedures may be performed by Cardiovascular Perfusionists:

Intra-Aortic Balloon Assist  
Heart Transplant Perfusion  
Liver Transplant Perfusion  
Auto Transfusion During Liver Transplant  
All Clinical Perfusion Procedures  
Cell Saver Procedures  
Coronary Artery Angioplasty  
Extra-Corporeal Membrane Oxygenation  
Left Ventricular Assist  
Right Ventricular Assist  
Bi-Ventricular Assist

D. Supervision

The Cardiovascular Perfusionist shall be supervised by the Attending Cardiothoracic Surgeon at all times when providing cardiovascular perfusionist services, or by other attending thoracic or anesthesiology physicians for other procedures.

E. Licensure/Certification

Cardiovascular Perfusionists shall be certified by The American Board of Cardiovascular Perfusion unless such requirement is waived by the Shands HealthCare Board in consideration of the extraordinary competence and experience of a particular practitioner, or an identified critical hospital patient care need. Perfusionists with a scope of practice or having made application for a scope of practice prior to June 25, 2008, shall be exempt from this requirement. Thereafter, applicants who are recent graduates of an approved Allied Health Education Program School of Perfusion Technology, but who are not yet certified must acquire certification within one year of initial appointment.

**XVIII. Clinical Exercise Physiologists**

A. Education and Training

The clinical exercise physiologist will have, at a minimum, a B.S. degree in exercise science. Clinical exercise physiologists assigned to provide care to patients with cervical, thoracic, and lumbar spinal diagnosis will be certified in the use of MedX medical testing and exercise rehabilitation equipment.

B. Patient Population



Patients in all service areas.

C. Scope of Practice

Services provided by the clinical exercise physiologist include:

1. delegated oversight of medically-prescribed, individualized exercise and reconditioning programs.
2. delegated setup and oversight of a medically prescribed individualized exercise rehabilitation program on MedX and other rehabilitation equipment
3. promotion of patient motivation and provision of support in patient's rehabilitation efforts
4. participation in individualized/group instruction and education of patients on medically prescribed exercise programs, exercise science, and material pertinent to the patient's disability
5. participation in individualized/group instruction and education of patients on medically prescribed home exercise programs.

D. Supervision

Performance planning and evaluation will be provided by a designated physical therapist. Day to day care provided to individual patients under the direct supervision of the physical therapist delegating care to the clinical exercise physiologist in accordance with all Board of Physical Therapy rules and regulations. Direct supervision requires that the licensed supervisor is immediately physically available and accessible to the clinical exercise physiologist.

E. Licensure/Certification

None

**XIX. Massage Therapists**

D. Education and Training

As required by the State of Florida for licensure.

E. Patient Population

Patients in all service areas.

F. Scope of Practice

As permitted by Florida law.

G. Supervision

Not applicable.

H. Licensure/Certification

Licensed by the State of Florida.

**XX. Medical Assistants**

A. Education and Training Requirements

Medical Assistants are professional, multiskilled individuals who are dedicated to assisting in all aspects of medical practice. Education and training may have been acquired either through completion of a degree program in a healthcare field, or through direct experience in a healthcare clinical setting.

B. Patient Population

Any patients served by the programs and services of Shands HealthCare.

C. Scope of Practice

Medical Assistants may assist with patient care management, execute administrative and clinical procedures, and perform managerial and supervisory functions as permitted by State law.

D. Supervision

Medical Assistants shall function under the direct supervision of a physician, dentist or podiatrist.

E. Licensure/Certification

Certification by the American Association of Medical Assistants or as a Registered Medical Assistant by the American Society of Medical Technologists, or licensure as a registered or licensed practical nurse is recommended. Clinical experience may be accepted in lieu of the above certifications/licensures.

**XXI. Surgical Assistants**

A. Education and Training Requirements

Graduation from a surgical technologist training program strongly recommended, however applicants with three months surgical service experience will be considered with documentation of competency by the sponsoring physician.

B. Patient Population

Patients in all inpatient and outpatient surgical service areas.

C. Scope of Practice

Areas of responsibility for the Surgical Assistant include monitoring hypo-hyperthermia devices, surgical positioning of the patient, skins preparation, draping the patient, tissue handling, wound exposure, suturing fascia, subcutaneous and skin tissues, maintaining local hemostasis, placement of dressings and handling of surgical specimens.

D. Supervision

Supervision shall be provided by member of the Medical Staff with surgical clinical privileges.

E. Licensure/Certification

Certification preferred but not required.

**XXII. Orthotists/Prosthetists**

A. Education and Training Requirements

Bachelors degree. Graduate of an NCOPE-accredited orthotic educational program.

B. Patient Population

Patients in all inpatient and outpatient surgical service areas.

C. Scope of Practice

As permitted by Florida law.

D. Supervision

Orthotists/Prosthetists may provide services as permitted by Florida law, pursuant to a licensed physician's prescription.

E. Licensure/Certification

Licensed by the State of Florida.

**XXIV. Organ Procurement Coordinators**

A. Education and Training Requirements

Education as an RN, PA, or ARNP, with additional training from the North American Transplant Coordinators Organization (NATCO).

B. Patient Population

Patients who have been declared dead and who are candidates for organ harvest.

C. Scope of Practice

Organ procurement coordinators shall assist in the medical management of organ donors or in the surgical procurement of cadaveric organs, tissues, or eyes for transplantation or research.

D. Supervision

Organ procurement practice shall be performed under the direction and supervision of a licensed physician medical director. With the exception of organ procurement surgery, supervision may be indirect supervision. Indirect supervision means that the medical director is responsible for the medical actions of the coordinator, that the coordinator is operating under protocols expressly approved by the medical director, and that the medical director or his or her physician designee is always available, in person or by telephone, to provide medical direction, consultation, and advice in cases of organ, tissue, and eye donation and procurement. Direct supervision is encouraged when appropriate.

E. Licensure/Certification

Licensed by the State of Florida as an RN, PA, or ARNP and certification by the American Board of Transplant Coordinators.

**XXV. Mental Health Counselors**

A. Education and Training

As required by State of Florida for licensure and certification.

B. Patient Population

Patients in all service areas

C. Scope of Practice

As specified by Florida law.

D. Supervision

Not applicable, except as required for those holding a provisional license.

E. Licensure

Licensed or provisionally licensed by the State of Florida

**XXV. Optometrists**

A. Education and Training

As specified by Florida law

B. Patient Population

Patients in all ambulatory service settings.

- C. Scope of Practice  
As permitted by State of Florida law
- D. Supervision  
Not applicable
- E. Licensure/Certification  
Licensed by the State of Florida

**XXVI. Acupuncturists**

- A. Education and Training  
As required by State of Florida law
- B. Patient Population  
All patients in the ambulatory setting
- C. Scope of Practice  
As permitted by State of Florida
- D. Supervision  
Not applicable
- E. Licensure/Certification  
Licensed by the State of Florida

**XXVII. Chiropractors**

- A. Education and Training  
As required by State of Florida law

B. Patient Population

All patients in the ambulatory setting

C. Scope of Practice

As permitted by State of Florida law

D. Supervision

Chiropractors may provide services within the scope of chiropractic, without supervision. In the management of infectious, neoplastic, or primary neurological disorders, consultation of a Shands HealthCare-credentialed physician is required.

E. Licensure

Licensed by the State of Florida

**XXVIII. Radiology Assistant**

A. Education and Training

Graduation from an educational program recognized by the Certification Board of Radiology Practitioner Assistants (CBRPA).

B. Patient Population

All patients where Radiology services are received.

C. Scope of Practice

A Radiology Assistant is a health care professional who provides a broad range of radiology health care services under the supervision of staff Radiologist(s) and as described in the Radiology Assistant Scope of Practice.

D. Supervision

All procedures/administration of medications/media that may be performed by the Radiology Assistant must be done under the direct supervision of a radiologist, unless otherwise noted, with the radiologist reviewing the case before the patient is taken off the procedure table and cosigning all entries into the medical record.

Direct supervision means that a supervising radiologist is in the radiology department and immediately available for consult or assistance. Personal supervision means



that the supervising radiologist is in the room during the designated part of the procedure.

E. Licensure and/or Certification

Licensed by the State of Florida as a Radiology Technologist, as well as Certification by the American Registry of Radiologic Technologists and Certification Board for Radiology Practitioner Assistants.

**XXIX. Anesthesiologist Assistant**

A. Education and Training

As required by the State of Florida for licensure.

B. Patient Population

All medical facilities of Shands HealthCare where anesthesia is provided are appropriate areas of utilization of an Anesthesiologist Assistant.

C. Scope of Practice

An Anesthesiologist Assistant is a graduate of an approved program who is licensed to perform medical services delegated and directly supervised by a supervising Anesthesiologist. Each Anesthesiologist Assistant should be considered individually and be assigned only those duties, which are commensurate with his/her training and competency, and permitted by Florida law.

The Anesthesiologist Assistant shall maintain a current copy of her/his physician-approved protocol on file in the Credentials Office at all times. Privileges must be specifically delineated. Any changes to the privilege list must be submitted to the Credentials Office for approval prior to implementation.

D. Supervision

The medical services provided by the Anesthesiologist Assistant shall be directly supervised by the supervising Anesthesiologist. Direct supervision means the onsite, personal supervision by an Anesthesiologist who is present in the office when the procedure is being performed in that office, or is present in the surgical or obstetrical suite when the procedure is being performed in that surgical or obstetrical suite and who is in all instances immediately available to provide assistance and direction to the Anesthesiologist Assistant while anesthesia services are being performed.

E. Licensure/Certification

Licensed by the State of Florida.

**XXX. Medical Geneticist**

A. Education and Training

PhD in genetics, human genetics or a related field and completion of 24 months of full-time training in an ABMG-accredited fellowship program in Medical Genetics.

B. Patient Population

Any patient served by the programs and services of Shands HealthCare.

C. Scope of Practice:

Review and interpret Biochemical Genetics testing. Responsible for reporting to requesting physician. Will bill and collect for the report and interpretation work performed.

D. Supervision

Supervise the technical aspects of biochemical genetics testing.

E. Licensure and/or Certification

State of Florida licensure not currently available. The applicant must be eligible for certification or certified in PhD Medical Genetics by the American Board of Medical Genetics.