


SUBJECT: ETHICS COMMITTEE

Written / Revised By: Ethics Committee

Effective Date: 01/20

Approved By:



Parker Powell, CEO

POLICY:

The Ethics Committee is available to assist patients/residents/tenants/clients (individuals) and family (significant others) and staff when there are conflicts in “basic values” or to help clarify situations involving ethical, legal or religious choices that extend beyond the scope of one’s daily practice. This committee is advisory and gives recommendations only.

PURPOSE:

1. To serve as a resource for the medical, nursing and allied health care staffs, individuals and/or families in dealing with ethical questions related to treatment in hospital, nursing home, assisted living, home health or hospice (Glendive Medical Center (GMC) departments).
2. To serve as an advisory body for administration and professional staffs on the formulation of policies and/or guidelines concerned with ethical issues in health care.
3. To provide a forum for interdisciplinary dialogue of ethical questions and concerns which arise in the GMC departments and are not addressed systematically by other committees.
4. To encourage and assist in the development of bioethical education programs for medical, nursing allied health and administrative departments.
5. To provide bioethical, bibliographic material and the maintenance of resource materials relating to ethical issues in health care.

PROCEDURE:

1. Membership will not exceed twelve (12) persons.
2. New members will be appointed by Glendive Medical Center’s Chief Executive Officer (CEO) with the recommendation of the Ethics Committee.

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3. Membership must include at least one provider at all times. The remaining members may be from representative fields including the clergy, social services, the nursing administration, administration, hospice, and the community.
4. Membership should include only individuals who are committed to the development and promotion of the highest ethical standards of Glendive Medical Center, and are willing to sign a confidentiality and conflict of interest statements annually.
5. Members will be expected to attend committee meetings on a regular basis. The recording secretary will keep a record of attendance and will notify the chairperson of the committee when a member has missed three consecutive meetings (unexcused). The chairperson will then contact the member to discuss her/his interest in the committee.
6. A chairperson, vice-chairperson and recorder will be selected by the Ethics Committee.

PRACTICES:

1. The committee shall meet at least quarterly unless otherwise determined by the Committee and a regular time and meeting place shall be determined. Minutes will be recorded at each meeting and will be distributed for review at the next meeting.
2. Educational opportunities will be made available to the committee on a regular basis regarding ethical issues.
3. Requests for the Ethics Committee to address ethical questions will be made to the Ethics Committee chairperson or GMC administration. Requests for ethical considerations during off hours can be made by contacting any nursing supervisor. The charge nurse on duty will contact either the committee chairperson or his/her designee who will decide on an appropriate meeting time. A list of Committee members is available upon request.
4. Requests for case discussion may be initiated by any health care professional, individual, family member, or appropriate representative, but the individual attending provider must have been advised of this intent, to be verified by the Committee chairperson or his/her designee.
5. The individual and/or family members may participate in the case review at the discretion of the Ethics Committee.
6. The Committee can make recommendations to help resolve conflicts. These will be done verbally and be non-binding.
7. After a meeting of the Ethics Committee, the Ethics Committee will determine the method of communication to others. Case conferences and recommendations will not be recorded by

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anyone other than the designated recorder of the Committee. Minutes of care reviews will be taken and include only those in attendance, the subject matter of discussion, the chart number, and any recommendations made by the Committee. Case review minutes are confidential and will be maintained in a secure location in Administration. Members may not disclose the content of the discussion with anyone.