
Quality Improvement Program – Supplemental Professional Standards Review Organization – Structure

1. **Membership:**
 - A. Appointments: Chairperson and members appointed by Medical Director.
 - B. Term: 2 years.
 - C. Meetings: Monthly with additional meetings as deemed necessary. Minimum of 8 meetings per year.
 - D. Membership: Minimum requirements (8):
 - 3 - ED Physician from each GCMCA approved facility
 - 1 - ALS public provider
 - 1 - ALS private provider
 - 1 - BLS provider
 - 1 - MFR provider
 - 1 - 911 representativeOther members may be appointed to the committee as deemed appropriate and/or necessary by the Medical Director.
Ex-Officio: GCMCA Executive Director
 - E. Chairperson: ED Physician appointed by Medical Director.
 - F. Attendance: 75% required attendance with semi-annual assessment.
 - G. Quorum: One ED Physician and greater than 50% of voting members.
The appointed individual must attend 75% of the most recent eight meetings. If the member fails to meet the 75% requirement within the first eight meetings, a letter will be sent to the individual and their agency. Following that they must attend at least 75% of the next four meetings or the PSRO may take action to remove the member.
2. **Reporting:** To GCMCA Advisory Committee and GCMCA Medical Director.
3. **Conflict of Interest:**

In the event the PSRO is reviewing an issue that results in a conflict of interest with a member of the committee as a result of personal or agency relationships, then:

 - A. that member may recuse themselves from the decision-making process, or
 - B. if the member refuses to recuse themselves, and the committee believes the individual should not participate in the issue, a vote of the committee to remove that member from that specific discussion and decision-making process will be taken.

Genesee County Medical Control Authority
System Protocols
QUALITY IMPROVEMENT PROGRAM – SUPPLEMENTAL

Page 2 of 2

- C. If a member of the PSRO either submits a complaint or an individual from that person's agency submits a complaint, then that member must abstain from voting on that issue. This is for members who are either employed by or have a contract with the affected agency.
 - D. If a complaint is filed against a member of the PSRO, the member's agency, or an individual that works for that person's agency, then that member must abstain from voting on that issue. This is for members who are either employed by or have a contract with the affected agency.
4. **Confidentiality Statement:**
All members of the PSRO must sign a confidentiality statement. If approved guests attend/participate in the meeting (e.g. residents), other than those asked to attend for a specific issue on the agenda, must also sign a confidentiality statement.