



Health Professionals' Services Program Program Guidelines

Title: Medical Director Responsibility for Case Review

Pages: 2

Revision Date: 5/19/2015; 5/15/2013; 4/27/2013; 12/12/2012

Guideline:

1 The Health Professionals' Services Program (HPSP) is a monitoring program. The program does
2 not provide diagnosis or treatment and is not authorized by any board to independently modify
3 treatment plans developed by an independent third-party evaluator. The HPSP medical
4 director is responsible for providing comprehensive program oversight by reviewing and
5 approving all third party evaluations, treatment providers' recommendations, and workplace
6 limitations as determined by third party evaluators. The medical director is to provide
7 consultation to third party evaluators and treatment providers, approve the use of potentially
8 addicting medications by licensees, ensure that fitness to practice assessments from
9 independent third party evaluators are obtained when appropriate prior to removing
10 limitations on a health professionals practice, and participate as needed in face to face or
11 telephonic conferences regarding urgent matters or urgent licensee compliance reviews. The
12 medical director will contact licensee's treatment provider(s) as appropriate and necessary.
13 The medical director is to indicate approval or disapproval of evaluations, treatment plans and
14 recommendations in the licensee's record by signing with name, credentials, job title and date
15 of review. The medical director will also review all licensee deaths or hospitalizations related
16 to, or potentially related to, mental illness or substance abuse. The medical director in the
17 course of reviewing a request from a licensee to remove a workplace restriction which was
18 made by a third party evaluator with a specific end date may choose to bring the case to the
19 Policy Action Committee for review if the medical director recommends that a third party
20 evaluation is not necessary to remove the restriction.

21 For Oregon State Board of Nursing (OSBN) licensees, the medical director is available to provide
22 consultation to third party evaluators and treatment providers, review the use of potentially
23 addicting medications by licensees, ensure that fitness to practice assessments from
24 independent third party evaluators are obtained, and participate as needed in face to face or
25 telephonic conferences regarding urgent matters or urgent licensee compliance reviews. HPSP
26 medical director may consult with the third party evaluator regarding treatment

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27 recommendations. The HPSP medical director may make recommendations to the OSBN, but
28 the OSBN does not authorize HPSP to independently modify treatment plans developed by an
29 independent third-party evaluator. The medical director in the course of reviewing a request
30 from a licensee to remove a workplace restriction which was made by a third party evaluator
31 will send the request with any recommendations to the OSBN Compliance Advisory Committee
32 (CAC).

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34 Agreement monitors are to task the medical director to review the following licensee case
35 situations including but not limited to:

- 36 • All evaluations received from participating boards for board referred licensees
- 37 • All evaluations received from independent third party evaluators for self-referred
38 licensees
- 39 • All treatment plans provided by treatment providers
- 40 • All safe practice evaluations
- 41 • All recommendations for limitations on licensee's professional practice
- 42 • Negative with a warning toxicology test result
- 43 • Positive toxicology test for drug or alcohol
- 44 • Licensee has completed program requirements
- 45 • Annual reviews
- 46 • Hospitalizations of licensee
- 47 • Severe medical problems
- 48 • Employment termination of licensee
- 49 • Concerning patterns or symptoms of cognitive or physical decline
- 50 • All recommendations for the removal of restrictions on licensee's professional practice –
51 except for licensees of the OSBN
- 52 • Licensee is requesting early graduation – except for licensees of the OSBN

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The Monitoring Manager meets weekly with the agreement monitors. During this supervision meeting, the manager and the agreement monitor will discuss any cases in which a third party evaluation has been requested. The manager will confirm with the agreement monitor that once received, the evaluation was reviewed by the Medical Director.