

Faculty Credentialing-DO

Policy Information			
Policy#:	ACA.6049	Reviewed Date(s):	9/28/2022
Date Created:	7/25/22	Revised Date(s):	
Policy Owner:	Sen Assoc Dean-Clinical COM	Council/Committee Recommendation:	Provost Council
Responsible University Administrator:	VP Academic Affairs/Provost	President Council Approved Date:	9/29/2022

1. Purpose

- 1.1. To establish policies and procedures for credentialing core and non-core physician faculty who teach and provide direct supervision to Baptist University College of Osteopathic Medicine (BUCOM) students.
- 1.2. To ensure that all instructors of record are academically qualified to teach in the content area and are appropriately credentialed to precept students in the courses or rotations to which they are assigned.

2. Policy

- 2.1. Per section 3.11 of the Master Education Affiliation Agreement executed with Baptist Memorial Health Care Corporation (BMHCC, referred to as “Baptist” within the agreement), “Baptist shall assure that all clinical faculty/preceptors be appropriately credentialed by Baptist” and that proof of such credentialing is shared regularly with the University.
- 2.2. Core faculty who instruct BUCOM students and are employed by BUCOM in either academic or clinical settings are credentialed through BUCOM.
- 2.3. Non-core faculty employed by facilities outside of BMHCC are credentialed by BUCOM.

3. Definitions

- 3.1. Core faculty: physician faculty employed with BUCOM who may have a percent time designated for clinical activities within the Baptist Health Care System.
- 3.2. Non-core (clinical) faculty: faculty who are not employed by or paid by BUCOM who serve as clinical preceptors but receive remuneration from their clinical practices. Also includes faculty serving in specific educational activities in academic settings including, but not limited to, standardized patient encounters, simulation experiences, osteopathic manipulative medicine instruction, and physical examination labs.

4. Procedure

- 4.1. Non-core faculty practicing at a BMHCC facility are credentialed by BMHCC and the credentialing information is shared annually with the University. The Senior Associate Dean of Clinical Affairs, or their designee, will collaborate with BMHCC to maintain an updated roster of appropriately credentialed non-core clinical faculty willing to instruct BUCOM students. Non-core faculty credentials

are reviewed by the Senior Associate Dean of Academic and/or Clinical Affairs, or their designee, to determine qualification to teach in the respective subject area.

- 4.2. Per policy, core faculty credentials are verified at the time of hire and regularly thereafter to include, as appropriate to the faculty's degree and credentials: CV/resume, background check, academic degrees including grade transcripts, medical license, board certification or eligibility, national licensure examination status, and other professional certifications as applicable. Core faculty credentials are reviewed by the Senior Associate Deans of Academic and/or Clinical Affairs, or their designee, to determine qualification to teach in the respective subject area.
- 4.3. Non-core faculty who work in outside facilities (do not practice at a BMHCC facility) submit an application along with their CV/resume to the Senior Associate Dean of Academic or Clinical Affairs, or their designee, requesting approval to teach BUCOM students and providing a release for BUCOM to obtain a background check. BUCOM will obtain a background check, verify medical licensure and board certification or eligibility, and verify good standing with the applicant's respective state medical board. The Senior Associate Dean of Academic and/or Clinical Affairs will review the application and verifications and make a decision to approve, reject, or request more information.

5. Related Information

- 5.1. Master Education Affiliation Agreement
- 5.2. Commission on Osteopathic College Accreditations (COCA) pre-accreditation/continuing accreditation standard 7.2.1

6. Publications

Yes	Publication	Yes	Publication
	University Academic Catalog		University Website
	University Student Handbook		MyCampus
	University Faculty and Staff Handbook		Other University Publication: