

1 10A NCAC 14E .0302 is proposed for amendment as follows:
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3 **SECTION .0300 – ADMINISTRATION GOVERNING AUTHORITY**
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6 **10A NCAC 14E .0302 PERSON IN AUTHORITY GOVERNING AUTHORITY**

7 ~~The governing authority shall designate a person to have authority and responsibility for the administrative and~~
8 ~~professional functions of the clinic.~~

9 (a) The governing authority, as defined in Rule .0101(6) of this Subchapter, shall appoint a chief executive officer
10 or a designee of the clinic to represent the governing authority and shall define his or her authority and duties in
11 writing. This person shall be responsible for the management of the clinic, implementation of the policies of the
12 governing authority and authorized and empowered to carry out the provisions of these Rules.

13 (b) The chief executive officer or designee shall designate, in writing, a qualified person to act in his or her behalf
14 during his absence. In the absence of the chief executive officer or designee, the person on the grounds of the clinic
15 who is designated by the chief executive officer or designee to be in charge of the clinic shall have reasonable access
16 to all areas in the clinic related to patient care and to the operation of the physical plant.

17 (c) When there is a planned change in ownership or in the chief executive officer, the governing authority of the
18 clinic shall notify the Division.

19 (d) The clinic's governing authority shall adopt operating policies and procedures that shall:

20 (1) specify the individual to whom responsibility for operation and maintenance of the clinic is
21 delegated and methods established by the governing authority for holding such individuals
22 responsible;

23 (2) provide for at least annual meetings of the governing authority, for which minutes shall be
24 maintained; and

25 (3) maintain a policies and procedures manual designed to ensure professional and safe care for the
26 patients which shall be reviewed, and revised when necessary, at least annually, and shall include
27 provisions for administration and use of the clinic, compliance, personnel quality assurance,
28 procurement of outside services and consultations, patient care policies and services offered.

29 (e) When the clinic contracts with outside vendors to provide services such as laundry, or therapy services, the
30 governing authority shall be responsible to assure the supplier meets the same local and state standards the clinic
31 would have to meet if it were providing those services itself using its own staff.

32 (f) The governing authority shall provide for the selection and appointment of the professional staff and the granting
33 of clinical privileges and shall be responsible for the professional conduct of these persons.

34 (g) The governing authority shall be responsible for ensuring the availability of supporting personnel to meet patient
35 needs and to provide safe patient care.

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37 *History Note: Authority G.S. 14-45.1(a); 143B-10; G.S.90-21.83; S.L.2013-366 s.4(c);*

- 1 *Eff. February 1, 1976;*
- 2 *Readopted Eff. December 19, 1977;*
- 3 *Amended Eff. April 1, 2015; December 1, 1989.*