

**Maine Medical Center
Maine Transplant Program
Policies and Procedures
Duties of the Medical Director Policy**

Purpose

The purpose of this Policy is to outline the function and duties of the Medical Director of the Transplant Program. In accordance with CMS 482.98(a), the Medical Director need not serve full time and may also serve as a center's primary transplant physician or transplant surgeon.

Procedure:

1. The Medical Director of the Transplant Program shall be a physician or surgeon credentialed at Maine Medical Center to provide medical services pursuant to privileges granted by the Medical Staff Office.
2. The Medical Director will be responsible for the following:
 - a. Planning, organizing, conducting, and directing the transplant center.
 - b. Coordinating with the hospital to ensure adequate training of nursing staff and clinical transplant coordinators in the care of transplant patients and living donors. This coordination will include participation in the development of training and orientation plans, the delivery of training programs, and the provision of feedback regarding the clinical competency of Transplant nurse coordinators.
 - c. Ensuring that tissue typing and organ procurement services are available; and
 - d. Ensuring that transplant surgery is performed by, or under the direct supervision of a qualified transplant surgeon in accordance with 482.98 (b).
 - e. The Medical Director is involved in UNOS Regional functions and acts as the primary UNOS Representative.
 - f. The Medical Director will act as Chair of the Quality Assessment and Performance Improvement Committee and the Transplant Candidate Review Committee; these duties may be delegated to other members of the Transplant medical team on a temporary basis when the Medical Director be unavailable.
 - g. The Medical Director will serve on hospital wide Committees to represent the Transplant Program including the Department of Medicine Adult Medicine Service Line Council, Adult Medicine Service Line Nephrology and Transplant Committee, and other ad hoc Committees.

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