



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

MCHO-CL-Q (40)

3 SEP 1996

MEMORANDUM FOR

Commanders, MEDCOM Regional Medical Commands/MEDCENS/MEDDACs/AHCs

Commander, U.S. Army Reserve, ATTN: Surgeon's Office,
Room 3E390, Pentagon, Washington, DC 20310-2400

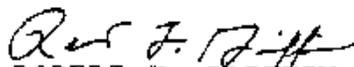
Commander, Army National Guard Readiness Center,
111 George Mason Drive, Arlington, VA 22204

SUBJECT: Use of the Interfacility Credentials Transfer Brief

1. Several medical treatment facilities (MTFs) have questioned which activity has authority for preparation and transmittal of an interfacility credentials transfer brief (ICTB). Per the Department of Defense guidance published on 11 July 1994, the sending MTF or unit is responsible for completing and transferring the ICTB to the gaining MTF.
2. Paragraph 5.1, (1)-(4) of the instructions specifically addresses additional information required for Reserve component providers. The use of the ICTB for these providers supporting MTFs during annual training or other temporary duty is acceptable.
3. Questions related to the use of the ICTB may be directed to LTC Halopka, Clinical Standards Division, Directorate of Clinical Operations, DSN 471-6195 or Commercial (210) 221-6195.

FOR THE COMMANDER:

Encl
Memo, OASD, 11 Dec 95


ROBERT F. GRIFFIN
Brigadier General, MC
Deputy Commander for Health
Care Operations

24 January 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Reserve Component (RC) Support for Expedient Deployments

1. CCQAS is one of the major tools used by higher commands to determine provider competency. The RC is working diligently to support regulatory requirements for maintaining the CCQAS database. However, many unit reports in CCQAS have serious deficiencies that are impediments to expedient deployments.
2. To assist with RC compliance, quarterly reporting of additions and updates to the CCQAS database have been changed to *monthly* to monitor compliance. The progress of the reports will be monitored by the RC Quality Assurance Officers at MEDCOM and submitted electronically to the Chief Surgeon, National Guard Bureau, the Chief Surgeon, Army Reserve and the RMC commanders. The status will be reported to the Office of the Surgeon General monthly.
3. We are currently in the planning phase of deployment of reservists. Commanders must ensure completion of the Centralized Credentials Quality Assurance System (CCQAS) requirements to include a current ICTB and the appropriate privileging forms on all privileged providers. It is recommended that the RC liaisons within the RMCs support the respective units by providing training, assisting with data input and any other measures to ensure 100% compliance. Your cooperation with this effort is greatly appreciated.
4. *Sufficient* requirements for privileging are the ICTB, Delineation of Privileges forms and a copy of the current privileges held at a civilian facility. Gaining facilities must have a process in place to review these documents, hold an ad hoc Credentials Committee Meeting and provide feed back to the sending facility within 36 hours. This will allow the provider the ability to deploy within 24 hours after privileges have been approved. Other documents; e.g. peer letters, malpractice insurance, facility specific forms, etc., should not delay the

approval for privileges process. Any other documents may be requested for the file after the provider is privileged and on board and as such should not impede the expedited privileging process.

5. Since CCQAS has no signature capability, forms will be completed, signed, scanned and faxed to the gaining unit from the nearest military treatment facility. This process will facilitate approval of privileges from the gaining unit and expedite deployment. The documents must be clearly marked as QM protected and confidential information. It is imperative that the correct fax number be utilized to guard against these forms being sent to anyplace other than a medical facilities' credentials office.

6. If you have questions, your points of contact are LTC Janet Wilson, Chief, Regulatory Compliance, LTC Helen Gant, ARNG-QA Officer, LTC Mark Galantowicz, Army Reserve QA Officer; commercial telephone is (210) 221-6195, DSN 471.

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X Original X

X Signed X

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HOWARD M. KIMES

COL, MC

Director, Quality Management

DISTRIBUTION:

Commanders, MEDCOM RMCs

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