



## PRIVATE PROVIDERS: PROVISION OF HEALTH SERVICES CLIENT/FAMILY/ALTERNATE DECISION MAKER (ADM) FACT SHEET

Prairie Mountain Health (PMH) acknowledges that clients/families/ADM may wish to employ private healthcare providers (PHCP) to provide additional services or specific clinical interventions.

PMH is committed to partnering with PHCPs to promote client safety and therefore, outlines the expectations for all involved in the client's care.

PMH responsibilities:

- **All medication administration**
- **All invasive procedures (i.e. Intravenous therapy, catheterization, etc.)**
- Cannot solicit, recommend and/or select any particular PHCP
- Accepts no responsibility for the selection, supervision, quality, credentialing, hiring, cost or liability related to the practice of PHCPs
- Informs the PHCP of location for applicable resources on the PMH website (i.e. PMH policies, Fact sheets)
- Works collaboratively with the PHCP in care planning for the client
- Informs the PHCP of workplace health and safety risks specific to the care of clients they will be working with (e.g. violence, communicable diseases requiring precautions, etc.)
- The manager or designate notifies Human Resources Department if the PHCP reports a potential conflict of interest
- Provides the PHCP access to the minimum client information needed to support clinical decision making related to the health service provided
- Collects the signed *Information and Agreement for Visitors on Business* form from the PHCP and forwards to the Access and Privacy program ([privacy@pmh-mb.ca](mailto:privacy@pmh-mb.ca)) in accordance with PMH Confidentiality policy
- Participates in the discussion and signing of Waiver of Liability: Private Health Care for Provider Services (PMH1951) prior to initiating service.

Client/family/ADM responsibilities:

- Selects the PHCP and notifies PMH staff of the PHCP's name, service and initial appointment date. The initial appointment will occur during regular business hours when manager or designate is accessible
- Follow the treatment plan recommended by the PHCP
- Notifies both PMH staff and the PHCP of any concerns or adverse effects of the PHCP treatment plan
- Notifies the PHCP and the PMH program/facility when services are no longer required
- Participates in the discussion and signing of Waiver of Liability: Private Health Care for Provider Services (PMH1951) prior to initiating service
- Schedules the PHCP and notifies site/program of scheduled service visits
- Pays for all costs associated with the PHCP services
- Discusses with the PHCP the requirement to have and maintain current licensure and credentialing with a regulatory body (if applicable) (e.g. licensure with College of Physiotherapist of Manitoba)
- Discusses with the PHCP the requirement to have and maintain current liability insurance (i.e. Professional Liability or Commercial General Liability with minimum limits of \$2,000,000)
- Consider asking the PHCP if they have had any recent criminal records checks (e.g. Vulnerable Persons Act, Adult Abuse registry, Child Abuse registry).



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### PHCP responsibilities:

- Review of and adherence to PMH policies including:
  - ✓ Conflict of Interest
  - ✓ Routine Infection Control Practices
  - ✓ Cleaning and Disinfection of Medical Equipment Devices
  - ✓ Private Providers: Provision of Health Services
  - ✓ Single Use Medical Devices
  - ✓ Respectful Workplace
- Provision and safe storage of applicable equipment and supplies
- Adherence to applicable Canadian and/or Provincial laws (e.g. *Personal Health Information Act*, *Workplace Health and Safety Act*)
- Communication of care planning and/or any adverse outcomes resulting from service.
- Copy of documentation related to the services provided by the PHCP for inclusion within the client's PMH health record
- Maintenance of applicable professional credentialing, licensure and insurance
- Participation in the discussion and signing of Waiver of Liability: Private Health Care for Provider Services (PMH1951) prior to initiating service.

**In the event that PMH staff is concerned that the service provided by the PHCP is unsafe or service may negatively impact the client's plan of care, the health professional is authorized to stop the service immediately and report the situation to their direct supervisor. PMH reserves the right to further restrict PHCP services during and/or following a review of the concern(s).**