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I. PURPOSE

The purpose of this policy is to provide guidelines relative to the funds associated with the Medical Staff Dues account.

II. POLICY STATEMENT

The Medical Staff Finance Committee will adhere to the following guidelines to ensure that medical staff funds are used appropriately. The use of discretionary funds by the Medical Staff Finance Committee and Medical Staff Leadership is outlined below. The Medical Staff Finance Committee may also choose to increase Medical Staff Dues at any time with approval of the Medical Executive Committee.

III. PROCEDURES for SHC

1. Medical Staff Dues are \$200 for members who primarily practice at SHC and \$125 for physicians who primarily practice at LPCHS. Only physicians who are in the Active, Courtesy, and Teleradiology Categories are required to pay dues. Physicians in the Administrative, Affiliate, Courtesy Teaching, Refer and Infuse, Refer and Follow, and LPCHS Staff Categories are not required to pay dues.
2. Stipends for SHC Leaders are paid from operational funds by the hospital. Stipends for Committee Chairs are paid from the Medical Staff Dues account.
3. Discretionary approval of Funds for the Chief of Staff will be \$5000 for any single event up to a maximum of \$15,000 each year.
4. Discretionary approval of Funds for the Finance Committee will be \$25,000 for any single event up to a maximum of \$50,000 each year. Such approvals will be presented to the Medical Executive Committee as “information only” at its first meeting following approval.
5. The Medical Staff Finance Committee will monitor the reserve funds to ensure that they remain above the magnitude of the annual budget.
6. Use of the funds in the Medical Staff Dues account will be used for, but not limited to:

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- a) Food for Medical Staff Meetings
- b) Gifts and Donations
- c) External Peer Review
- d) Consulting
- e) Education
- f) Events (i.e. Doctor’s Day)
- g) Training and Travel for Medical Staff Leaders
- h) Other activities or events to benefit the Medical Staff

IV. PROCEDURES for LPCHS

1. Medical Staff Dues are \$200 for members who primarily practice at LPCHS and \$125 for physicians who primarily practice at SHC. Only physicians who are in the Active, Courtesy, and Telehealth Categories are required to pay dues. Physicians in the Affiliate, SHC Staff, Refer and Follow, and Teaching Only Categories are not required to pay dues.
2. Stipends for LPCHS Medical Staff Leaders are paid from the LPCHS Dues Account. As of November 2022, Stipends for Medical Staff Leaders are as follows: President \$90,000, Vice President \$45,000 and Past President \$25,000. The payments are split into 2 payments paid out 2 times a year.
3. Discretionary approval of Funds for the President of the Medical Staff will be \$5000 for any single event up to a maximum of \$10,000 each year.
4. Discretionary approval of Funds for the Finance Committee will be \$10,000 for any single event up to a maximum of \$20,000 each year. Such approvals will be presented to the Medical Executive Committee as “information only” at its first meeting following approval.
5. Discretionary approval of Funds for the Finance Committee will be up to a max of \$30,000 for the Physician Support budget each year. Any Physician Support requested beyond this dollar amount will need approval from the Medical Executive Committee.
6. The Medical Staff Finance Committee will monitor the reserve funds to ensure that they remain above the magnitude of the annual budget. The Medical Staff Finance committee is comprised of the

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LPCHS Medical Staff leadership as well as any appointed members by the President of the Medical Staff.

7. Use of the funds in the Medical Staff Dues account will be used for, but not limited to:
 - a) Physician support that is mandated per the PPEC process per the Physician Support Budget
 - b) Food for Medical Staff Meetings
 - c) Gifts and Donations
 - d) Medical Staff Publications
 - e) Consulting
 - f) Education
 - g) Events (i.e. Doctor’s Day)
 - h) Training and Travel for Medical Staff Leaders
 - i) Other activities or events to benefit the Medical Staff

V. DOCUMENT INFORMATION

- A. Author/Original Date
Debra R. Green, Director, Medical Staff Services, March 2012, May 2024
- B. Gatekeeper of Original Document
Director, Medical Staff Services
- C. Distribution and Training Requirements
1. This policy resides in the Medical Staff Policy Manual of SHC online
- D. Review and Renewal Requirements
This policy will be reviewed and/or revised every three years or as required by change of law or practice.
- E. Review and Revision History
New policy, effective March 2012, Apr 2015, Jun 18
- F. Approvals
SHC Finance Committee – March 2012
LPCHS Finance Committee – March 2012, May 2021
SHC and LPCHS Medical Staff Leadership, June 2018, June 2021, February 2024
SHC Medical Executive Committee – April 2012, May 2015, May 2024
LPCHSS MEC – April 2012, May 2015, June 2021, May 2024, 4/25
SHC and LPCHS Board – April 2012, May 2015, May 2024, 4/25

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