

Citywide Reappointment Cycle

MAILER	ROTATION	ODD Years												EVEN Years											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SHANDS	OB/GYN	B																	P	L	M	D/C	E	P/A	
BMC-D	MED I																P	L	M	D/C	E	P/A	B		
BROOKS	RAD/ORS/POD/PMR															P	L	M	D/C	E	P/A	B			
SVMC	MED II															P	L	M	D/C	E	P/A	B			
SHANDS	ANES										P	L	M	D/C	E	P/A	B								
BMC-D	SURG II								P	L	M	D/C	E	P/A	B										
SLH	FP				P	L	M	D/C	E	P/A	B														
SVMC	PSY/ER/PATH				P	L	M	D/C	E	P/A	B														
SHANDS	SURG I	P	L	M	D/C	E	P/A	B																	
BMC-D	PED	L	M	D/C	E	P/A	B																	P	

LEGEND:

P	Privilege forms are to be reviewed by each hospital to determine if any updates are needed. Feedback to be sent to Kellie Howard (Shands) prior to the end of the month.
L	Mailing labels and hospital-specific forms are to be sent to MAILER prior to the end of the month.
M	MAILER mails out reappointment packet prior to the end of the 1st week of the month.
D/C	Packets are due to each hospital by the 1st working day of the month. Phone call or fax request initiated in 1st week. Follow-up phone call or fax request generated in 2nd week. If packet has not been received by 3rd week of the month, each hospital sends a certified letter to the practitioner with a drop-dead date of the last working day of the month.
E	Evaluations are completed on each Active practitioner and sent to the practitioner's other hospitals prior to the 15th of the month.
P/A	Each hospital conducts their own verification and approval process during this month.
B	By the end of the month, all applicants in this group will have been acted on by the individual hospital's governing body.

Edition Date: 8/26/10 bm

SURG I: Thoracic, Vascular, Colon & Rectal, General, Neurosurgery, and Plastic - includes pediatric surgery in each of these specialties

SURG II: Ophthalmology, Otolaryngology, Dentistry, Oral & Maxillofacial and Urology - includes pediatric surgery in each of these specialties

MED I: Allergy & Immunology, Dermatology, Endocrinology, Gastroenterology, Infectious Diseases, Nephrology, Neurology, Hem-Onc, Rheumatology

MED II: Internal Medicine, Cardiology, Pulmonology, Critical Care Medicine