

MINUTES
MEDICAL UNIVERSITY HOSPITAL AUTHORITY
BOARD OF TRUSTEES MEETING
May 17, 2012

The Board of Trustees of the Medical University Hospital Authority convened Thursday, May 17, 2012, with the following members present: Thomas L. Stephenson, Esquire, Chairman; Dr. James E. Wiseman, Jr., Vice Chairman; Dr. Stanley C. Baker, Jr.; Mr. William H. Bingham, Sr.; Dr. Cotesworth P. Fishburne, Jr.; Mr. William B. Hewitt; Dr. Harold W. Jablon; Dr. Donald R. Johnson II; Dr. E. Conyers O'Bryan, Jr.; Dr. Thomas C. Rowland, Jr.; Mr. Charles W. Schulze; Dr. Charles B. Thomas, Jr. Absent: The Honorable Robin M. Tallon

The following administrative officials were present: Dr. Raymond S. Greenberg, President; Dr. Mark Sothmann, Vice President for Academic Affairs and Provost; Dr. Etta Pisano, Vice President for Medical Affairs, and Dean, College of Medicine; Ms. Lisa Montgomery, Executive Vice President for Finance and Operations; Mr. Stuart Smith, Vice President for Clinical Operations and Executive Director, MUHA; Dr. Frank Clark, Vice President for Information Technology and CIO; Mr. Jim Fisher, Vice President for Development.

The following deans were present: Dr. Jack Sanders, College of Dental Medicine; Dr. Lisa Saladin, College of Health Professions; Dr. Etta Pisano, College of Medicine; Dr. Philip Hall, College of Pharmacy; Dr. Gail Stuart, College of Nursing; Dr. Perry Halushka, College of Graduate Studies; Dr. Joe DiPiro, Executive Dean, SCCP.

Item 1. Call to Order-Roll Call.

There being a quorum present, Chairman Stephenson called the meeting to order. Ms. Celeste Jordan called the roll.

Item 2. Secretary to Report Date of Next Meeting.

The date of the next regularly scheduled meeting is Friday, August 10, 2012.

Item 3. Approval of Minutes of the Regular Meeting of the Medical University Hospital Authority of April 13, 2012.

Board Action: It was moved that the Minutes be approved. The motion was seconded, voted on and unanimously carried.

RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT

OLD BUSINESS: None.

NEW BUSINESS:

Item 4. General Informational Report of the President.

Mr. Stephenson read a resolution in appreciation of Joseph C. Good, J.D., upon his retirement effective June 30, 2012.

Resolution in Appreciation of Joseph C. Good, Jr., J.D.

WHEREAS, Joseph C. Good, Jr., J.D., has served as General Counsel to the Medical University of South Carolina since 1987, and WHEREAS, in that capacity Mr. Good oversees all legal matters affecting the University and its affiliates, one of the largest employers in the region, and WHEREAS, since obtaining his Juris Doctor degree in 1970 from the University of South Carolina School of Law, Mr. Good has practiced law in both the private and public sectors, including distinguished service in the South Carolina Attorney General's office and South Carolina Electric & Gas, where he became Director of Corporate and Civic Services, and WHEREAS, the Columbia native also has made significant contributions to his community, having been affiliated with the Charleston Trident United Way, Charleston Council of the Navy League, Trident Chamber of Commerce, Charleston Crime Stoppers, Berkeley County Chamber of Commerce, Charleston Heart Association and numerous other organizations, and WHEREAS, in addition to his legal obligations with MUSC, Mr. Good has been an active faculty member with joint appointments in the Colleges of Dental Medicine and Health Professions, lecturing on law and health law, among other duties, and WHEREAS, Mr. Good is a man who knows no strangers, known to all for his affable manner and good humor and widely appreciated as one of the institution's most engaging personalities, and WHEREAS Mr. Good is retiring on June 30, 2012, after 25 years of dedicated service.

THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees of the Medical University of South Carolina commends Joseph C. Good, Jr., J.D. for his lifetime of service to his home state and his wise counsel and many contributions to this institution, and wishes him Godspeed as he enters a richly deserved retirement, approved unanimously on this Seventeenth day of May in the year Two Thousand and Twelve.

Mr. Joe Good thanked Dr. Greenberg and the Board members for their support over the years. Dr. Greenberg said he has worked closely with Joe for 17 years and praised him as being a dedicated servant of the University.

Dr. Greenberg called on Dr. Sothmann to introduce Dr. Perry Halushka. Dr. Sothmann stated that Dr. Halushka has decided to step aside from his deanship in the College of Graduate Studies after twelve years of leadership. Dr. Halushka has been asked to talk with the Board today about his journey as the dean during which time there has been tremendous change in the college. He is strong in the area of administration; is an entrepreneur with four patents in his name and has been an NIH funded researcher since 1972.

Dr. Halushka said his stated goals in 2000 for the college were: 1. increase the number and quality of applicants and 2. increase the number of training grants for the college. He was pleased to report he had reached those goals and he reviewed that journey.

Dr. Greenberg stated the journey is a truly remarkable one. Dr. Halushka is not retiring but will continue to be a Co-PI on a CTSA grant with Dr. Kathleen Brady in addition to other projects.

Recommendation of Administration: That these reports be received as information.

Board Action: Received as information.

Item 5. Other Business. None.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY OPERATIONS, QUALITY AND FINANCE COMMITTEE. CHAIRMAN: DR. STANLEY C. BAKER, JR.

OLD BUSINESS: None.

NEW BUSINESS:

Item 6. Medical University Hospital Authority Status Report.

Statement: Mr. Stuart Smith reported that activity is flat; discharges are up 4.3%; the observation cases are down 25%. That means MUHA gets paid a lot more for discharges but means that we are seeing essentially the same number of patients. Operating room cases are down 1.9%; having lost two hand surgeons which accounts annually for over 500 cases. MUHA is beginning to see an increase in ophthalmology cases. Two new hand surgeons and two new neurosurgeons have been recruited so there should be growth in surgeries. Today is the conversion day for all out-patient activity in EPIC. This is a major milestone and the clinical enterprise will be much improved after this conversion. The clinicians are expected to cut their patient load in half during the conversion to make a smooth transition. Activity levels will go back up after the conversion.

Recommendation of Administration: That the report be received as information.

Board Action: Received as information.

Item 7. MUSC Medical Center Financial and Statistical Report.

Statement: Mr. Steve Hargett reported on financials through March. The Authority is about \$6 million behind budget. During February and March MUHA has struggled to break even with the surgical volume down. There has been a large increase in the RAC Auditors for the Medicare Recovery program looking for coding and billing processes and automatically those payments are retracted which mostly are recovered in a lengthy appeal process. EPIC expenditures were just over \$1M in staffing and equipment needs in the past several months which was not included in the budget. A better May and June is anticipated; however, MUHA is so far behind budget at this point that while the hospital should end the year in the black, it is not expected to make budget.

Recommendation of Administration: That this report be received as information.

Board Action: Received as information.

Item 8. Report on Quality and Patient Safety.

Statement: Dr. Pat Cawley provided information from the SC Public Reporting of Hospital Infections and the results of the 2012 Culture of Safety Survey.

Recommendation of Administration: That the report be received as information.

Board Action: Received as information.

Item 9. Report on Outreach Activity and MUSC Physicians.

Statement: Dr. Phil Costello reported on two outreach activities:

1. The continuation of the Department of Ophthalmology's community service, charity outreach program with regional elementary schools
2. Pilot program proposed to design and deploy telemedicine and tele-health network across the state.

Dr. Costello presented the following for capital purchases for the department of Ophthalmology for approval:

1. Ultra Q Console Yag Photodisruptor for Magill Vision Center: \$29,323.75
2. RTVue 100 – Fourier Domain OCT System with Cornea/Anterior Module: \$49,000
3. Optical Coherence Tomography Machine: \$57,130.68
4. Wavelight Excimer Laser and Femtosecond Suite: \$635,000

Dr. Costello reported the new Mt. Pleasant facility is scheduled to open on July 9th. It will be a very patient friendly environment. We are looking for a tremendous response from the community.

Recommendation of Administration: That MUSC Physicians' requests for capital purchases be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the capital purchases as presented.

Item 10. Legislative Update.

Statement: Mr. Bo Faulkner reported that the senate wrapped up their budget hearings last week and MUSC came out some where in the neighborhood of close to \$3 million in additional dollars from the house version; however, they continue to debate the bill on the senate floor today. He will keep everyone updated on the bottom line. At present, there is about \$3 million dedicated to MUSC for deferred maintenance.

Recommendation of Administration: That this report be received as information.

Board Action: Received as information.

Item 11. Other Committee Business. None

Item 12. Medical University Hospital Authority Appointments, Reappointments and Delineation of Privileges (Consent Item).

Statement: An updated list of appointments, reappointments and delineation of privileges to the medical staff were presented for approval.

Recommendation of Administration: That the appointments, reappointments and delineation of privileges to the medical staff be approved.

Board Action: Dr. Baker moved that the list of appointments, reappointments and delineation of privileges to the medical staff be approved. The motion was seconded, voted on and unanimously carried.

Item 13. Medical Executive Committee Minutes (Consent Item).

Statement: Minutes of the Medical Executive Committee for were presented for information.

Recommendation of Administration: That this be received as information.

Board Action: The minutes of the Medical Executive Committee for March 2012 were received as information.

Item 14. Medical Center Contracts and Agreements (Consent Item).

Statement: Contracts and Agreements which have been signed since the last board meeting were presented for information.

Recommendation of Administration: That this be received as information.

Board Action: Received as information.

**MEDICAL UNIVERSITY HOSPITAL AUTHORITY PHYSICAL FACILITIES COMMITTEE.
CHAIRMAN: MR. WILLIAM H. BINGHAM, SR.**

OLD BUSINESS: None

NEW BUSINESS:

Item 15. Other Committee Business. None

Item 16. Facilities Contracts Awarded (Consent Item).

Statement: Facilities Contracts awarded since the last meeting were presented for information.

Recommendation of Administration: That this be received as information.

Board Action: Received as information.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY AUDIT COMMITTEE. CHAIRMAN: MR. WILLIAM B. HEWITT.

OLD BUSINESS: None

NEW BUSINESS:

Item 17. Entrance Conference with KPMG, External Auditors.

Statement: Mr. Hewitt introduced Mr. Milford McGuirt and Mr. Brian Wiese with KPMG stating they are here to conduct an entrance conference with the Audit Committee and interested Board members. Mr. McGuirt discussed the following areas: summary of professional services; objective of the audit; responsibilities of management and KPMG. He reviewed KPMG's independence; its audit approach; reporting of audit differences; timing of work; audit focus areas and execution considerations. The Board members were provided updates on technical accounting; the higher education industry; the healthcare industry as well as other regulatory updates.

There was a discussion and concern expressed by the board about the dependence on the federal and state governments for funding.

Recommendation of Administration: That this report be received as information.

Board Action: Received as information.

Item 18. Report of the Office of Internal Audit.

Statement: Mr. Hewitt stated a report had been received from the Internal Auditor and if there were no questions the report would be received as information.

Recommendation of Administration: That this report be received as information.

Board Action: Received as information.

Item 19. Other Committee Business. None

Item 20. Revisions to the Code of Conduct (consent item).

Statement: Revisions to the Code of Conduct Policy were presented for approval.

Recommendation of Administration: That the revisions be approved.

Board Action: A motion was made seconded and unanimously voted to approve revisions to the Code of Conduct.

OTHER BUSINESS FOR THE BOARD OF TRUSTEES:

Item 21. Approval of Consent Agenda.

Statement: Approval of the Medical University Hospital Authority consent agenda was requested.

Recommendation of Administration: That the consent agenda be approved.

Board Action: It was moved, seconded and unanimously voted that the consent agenda be approved.

Item 22. New Business for the Board of Trustees. None

Item 23. Report from the Chairman.

There being no further business, the Medical University Hospital Authority meeting was adjourned and the University Board of Trustees meeting was convened.

Respectfully submitted,



Hugh B. Faulkner III
Secretary

MUSC Board of Trustees

MUSC Physicians Agenda Items

May 17, 2012

OUTREACH:

ITEM: Department of Ophthalmology – Elementary School Eye Exams

Description:

- The continuation of the Department of Ophthalmology's community service, charity outreach program with regional elementary schools.

ITEM: Department of Pediatrics – Pediatric Telemedicine Critical Care Consultation Services

Description:

- Pilot program proposed to design and deploy telemedicine and tele-health network across the state.

CAPITAL PURCHASE(S)

ITEM: Department of Ophthalmology – Ultra Q Console Yag Photodisruptor for Magill Vision Center

Description:

- To be used by East Cooper Eye Clinic to treat cornea/cataract service patients. The Mt. Pleasant facilities are the only outreach clinics within the Department of Ophthalmology which do not have a laser of this type available.
- \$29,323.75

ITEM: Department of Ophthalmology – RTVue 100 – Fourier Domain OCT System with Cornea/Anterior Module

Description:

- To be used primarily by the cornea – refractive services but can also be used by other subspecialties such as retina and glaucoma within the department. The unit will provide faster scan time than what is now available.
- \$49,000.00

ITEM: Department of Ophthalmology – Optical Coherence Tomography Machine

Description:

- Storm Eye Institute's Mt. Pleasant office is requesting the purchase of new Cirrus 4000 System Optical Coherence Tomography to replace the current outdated Stratus model 3000 OCT which is currently in use. The OCT is used primarily by the retina and glaucoma services but also by other subspecialties within the department.
- \$57,130.68

ITEM: Department of Ophthalmology – Wavelight Excimer Laser and Femtosecond Suite

Description:

- To update Department of Ophthalmology's refractive surgery/LASEK equipment. Equipment will provide optimal patient experience and incredible results. Being first to offer the technology would increase marketing clout nationally if not internationally. Considerable opportunity for clinical trials.
- \$635,000

Board of Trustees Credentialing Subcommittee - April 2012

The Medical Executive Committee reviewed the following applicants on April 18, 2012 and recommends approval by the Board of Trustees Credentialing Subcommittee effective April 28, 2012

Medical Staff Initial Appointment and Privileges

Name	Department	Status
Nada Abou Hassan M.D.	Medicine	Active Provisional
Amit Agrawal M.D.	Medicine	Active Provisional
Kathy Lehman-Huskamp M.D.	Pediatrics	Active Provisional
Robert L. Stonerock D.D.S.	Oral & Maxillofacial Surgery	Provisional Affiliate - R&F

Medical Staff Reappointment and Privileges

Mark Christopher Alanis M.D.	Obstetrics & Gynecology Services	Active
Sarah L. Allen M.D.	Medicine	Active Provisional
J. David Baker III M.D.	Anesthesiology	Active
Megan K. Baker M.D.	Surgery	Active
Frank J. Brescia M.D. M.A.	Medicine	Active Provisional
Andrew Sam Brock M.D.	Medicine	Active Provisional
Elisha L. Brownfield M.D.	Medicine	Active
Ernest Ramsay Camp M.D.	Surgery	Active
Denise M. Carneiro-Pla M.D.	Surgery	Active
Ernest B. Clyburn M.D.	Medicine	Active
Frank Anthony Cuoco Jr. M.D. M.B.A.	Medicine	Active
Chadrick Evan Denlinger M.D.	Surgery	Active
Terry Carlyle Dixon M.D. Ph.D.	Pediatrics	Active
Robert L. Fenning M.D.	Medicine	Active
Donald L. Fox M.D.	Medicine	Active
Christian S. Geier M.D.	Obstetrics & Gynecology Services	Active
Wanda C Gonsalves M.D.	Family Medicine	Active
Andrew Goodwin M.D.	Medicine	Active Provisional
Jaime Kaye Gosserand M.D.	Pediatrics	Active Provisional
Eric Matthew Graham M.D.	Pediatrics	Active
Kevin Michael Gray M.D.	Psychiatry	Active
Natalie Annette Hammond M.D.	Obstetrics & Gynecology Services	Active
William R. Hand M.D.	Anesthesiology	Active Provisional
Marc Hassid M.D.	Anesthesiology	Active
Andre Hebra M.D.	Surgery	Active
Mark J. Hoy M.D.	Otolaryngology	Active
Harry S. Hutchins Jr. D.D.S.	Oral & Maxillofacial Surgery	Active
Benjamin F. Jackson M.D.	Pediatrics	Active
Diane L. Kamen M.D. M.S.C.R	Medicine	Active
Brad A. Keith M.D.	Medicine	Active
Sondra Keller M.D.	Psychiatry	Active
Frances Rowinsky Koch M.D.	Pediatrics	Active
Matthew S. Koval M.D.	Psychiatry	Active
Rita Kay Kramer M.D.	Medicine	Active
Jennifer Young Pierce M.D.	Obstetrics & Gynecology Services	Active

John Travis Pritchett M.D.	Psychiatry	Active Provisional
Elizabeth Ramsey Unal M.D.	Obstetrics & Gynecology Services	Active
Sinai Choi Zyblewski M.D. M.S.C.R.	Pediatrics	Active

Medical Staff Reappointment and Change in Privileges

Russell D. Kitch M.D.	Otolaryngology	Provisional Affiliate	Switch to Refer & Follow
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Medical Staff Change in Privileges

Cody G. Carpenter M.D.	Pediatrics	Active	Add Peds Core Privileges/Procedures
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Professional Staff Initial Appointment and Privileges

Kelly Hylton F.N.P. MSN	Medicine	Provisional Allied Health
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Professional Staff Reappointment and Privileges

Brandi Boyce Aquino P.A.	Surgery	Allied Health
Debra Lynn Baio P.A.C. M.P.A.S.	Orthopaedic Surgery	Allied Health
Jill M. Burns MSN A.P.R.N.	Obstetrics & Gynecology Services	Allied Health
Rochelle F Hanson Ph.D.	Psychiatry	Allied Health
Candace Jaruzel C.R.N.A.	Anesthesiology	Allied Health
Colleen Makley Jones P.A.	Family Medicine	Allied Health CFC - R&F
Alison Siegle Meeks A.P.R.N.	Psychiatry	Allied Health
Nicole Michaud C.C.P.	Surgery	Allied Health
Cephus E. Simmons Sr. R.A.	Radiology	Provisional Allied Health
Marci Woods MSN F.N.P.	Neurosciences	Provisional Allied Health

Professional Staff Reappointment and Change in Privileges

Brandie J. Taylor A.N.P. BSN	Medicine	Allied Health	Transfer to Pulmonary/CC
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**Medical University of South Carolina
Board of Trustees
Policies and Procedures**

POLICY NAME: CODE OF CONDUCT			
APPROVED-BOARD OF TRUSTEES 		DATE: MAY 17, 2012	
EFFECTIVE DATE:	# OF PAGES	SECTION: AUDIT COMMITTEE (ITEM)	POLICY NUMBER: N/A
REPLACES POLICY: CODE OF CONDUCT MUSC – RESEARCH CODE OF CONDUCT		DATED: DECEMBER 9, 2005 APRIL 12, 2001	

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the Medical University of South Carolina, its agents or affiliates (including but not limited to the Medical University Hospital Authority, MUSC Physicians, Carolina Family Care, the MUSC Foundation, and the Foundation for Research and Development hereafter, collectively referred to as "MUSC"), including executive officers, faculty, staff, and other individuals employed by MUSC using MUSC resources or facilities, and volunteers and representatives acting as agents of MUSC (hereafter collectively referred to as "employees"). This Code of Conduct is not an attempt to define everything one should and should not do, but to communicate MUSC's expectations of proper conduct and what professional conduct MUSC values.

MUSC has the expectation of each employee to conduct all activities in compliance with all applicable laws and regulations and with the utmost ethical integrity. While the information that follows in this section is not all inclusive, it is indicative of important activities involving MUSC employees in their daily business and workplace operations.

Those acting on behalf of MUSC have a general duty to conduct themselves in a manner that will maintain and strengthen the public's trust and confidence in the integrity of MUSC and take no actions incompatible with their obligations to MUSC. Employees shall adhere to the applicable laws, rules, regulations and policies of governmental and institutional authorities. The failure to do so will be grounds for disciplinary action, up to and including termination of employment.

Employees are responsible for reporting any activity reasonably believed in violation of a law, rule, regulation and/or policy. This can be done through the employee's chain of command, the Compliance Office, the Office of Internal Audit, or via the Confidential Hotline at 1-800-296-0269 (toll-free, available 24 hours a day, seven days a week). MUSC will neither discriminate nor retaliate against any employee who reports in good faith any instance of conduct that does not comply or appear to comply with laws, rules, regulations and/or policies.

Ethical Standards

South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law") makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with

MUSC/MUHA, unless certain exceptions apply. No provision of this policy supersedes the Ethics Law. The South Carolina Ethics Law can be found in its entirety at <http://www.scstatehouse.gov/code/t08c013.php>.

Some general ethical standards that apply to MUSC employees are:

- No employee shall accept or solicit any gift, favor, or service that might reasonably appear to influence the employee in the discharge of duties.
- No employee shall disclose confidential information or use such information for his or her personal benefit.
- No employee shall make personal investments that could reasonably be expected to create a conflict between the employee's private interest and the public interest.
- No employee shall accept other outside or dual employment or compensation that could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- Sexual misconduct and sexual harassment are unacceptable behaviors. This includes verbal or physical conduct of a sexual nature.
- No employee shall misrepresent themselves or the institution in any way. This includes, but is not limited to, clinical or research documentation, submission of claims for reimbursement, submission of timesheets, and advertising of services.

Standards of Conduct

The attached grid is intended to be a resource for employees in a number of areas that are considered "standards of conduct." It is not considered an all-inclusive list of standards. The addendum will be periodically updated to reflect policy changes. Employees are responsible for ensuring they follow the most current policies.

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
<p>Access to Facilities and Services. The University is committed to complying with the provisions of the <i>Americans with Disabilities Act</i> and providing equal employment opportunities and equal access to all Health Science Center facilities and services for those with disabilities.</p>	<p>http://www.musc.edu/hrm2/policies/policy24.html</p>	<p>http://mcintranet.musc.edu/hr/documents/POLICY24-ADA.pdf https://www.musc.edu/medcenter/policy/Med/A029.pdf https://www.musc.edu/medcenter/policy/Med/A063.pdf</p>	<p>http://mcintranet.musc.edu/uma/hr/policies/P.11.0_Americans_with_Disabilities_Act_ADA.pdf</p>
<p>Accuracy of Records. All records (medical, operational, financial, etc.) should be maintained in accordance with applicable laws and policies. No one may alter or falsify information on any record or document.</p>		<p>https://www.musc.edu/medcenter/policy/Med/A083.pdf https://www.musc.edu/medcenter/policy/Med/A082.pdf</p>	<p>http://mcintranet.musc.edu/uma/compliance/C001.pdf http://mcintranet.musc.edu/uma/compliance/C002.pdf</p>
<p>Billing Compliance. All claims for reimbursement made by or on behalf of University's physicians and other healthcare practitioners and services shall adhere to applicable laws, regulations, and University policies. The institution will follow all legal and regulatory guidelines for billing services. The University shall collect only those amounts to which the institution is entitled, and promptly refund amounts billed and/or collected in error.</p>		<p>https://www.musc.edu/medcenter/policy/Med/A088.pdf</p>	<p>http://mcintranet.musc.edu/uma/compliance/plan.htm#VI</p>
<p>Computer Information Security.</p>	<p>http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/</p>	<p>https://www.musc.edu/medcenter/policy/Med/A035.pdf http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/</p>	<p>http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/</p>
<p>Computer Use.</p>	<p>http://www.musc.edu/inforesources/cup.html http://www.musc.edu/hrm2/policies/policy12.html</p>	<p>http://www.musc.edu/inforesources/cup.html</p>	<p>http://www.musc.edu/inforesources/cup.html http://mcintranet.musc.edu/uma/hr/policies/P.33.0_Electronic_Communications.pdf</p>
<p>Confidential Information. Confidential information about MUSC's students, patients, employees, and operations must not be shared with others, inside or outside the institution, unless the individuals have a legitimate need to know. Confidential information shall be shared in accordance with applicable laws, regulations, policies, and procedures.</p>	<p>http://www.musc.edu/security/policy/</p>	<p>http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf</p>	<p>http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf</p>

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Conflicts of Interest.	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_POLICY_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_POLICY_Signed.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf	http://mcintranet.musc.edu/um/hr/policies/P.16.0_Ethics_and_Conflicts_of_Interest.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf
Contacts with the Media. It is the responsibility of Public Relations to represent the MUSC community with the media. Members of the Public Relations team are available to assist faculty, staff, students, and administrators in understanding an inquiry from a reporter prior to responding. They are qualified to assist MUSC staff in making educated decisions about how to provide commentary on a particular topic. Employees are encouraged to send the reporter to PR first, before deciding to comment or making arrangements for an interview. This step is not meant to block interviews; it is meant to protect the university and individuals from bad experiences and/or press in the media. ...	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://www.musc.edu/medcenter/policy/Med/A008.pdf https://www.musc.edu/medcenter/policy/Med/CO06.pdf	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html
Contracts and Agreements.		https://www.musc.edu/medcenter/policy/Med/A013.pdf	
Drug-Free Workplace.	http://www.musc.edu/hrm2/policies/policy47.html	http://mcintranet.musc.edu/hr/documents/POLICY47-DRUGFREEWORKPLACE.pdf	http://mcintranet.musc.edu/um/hr/policies/P.29.0_Drug_Free_Workplace.pdf
Dual Employment/Added Source/Secondary Employment.	http://www.musc.edu/hrm2/policies/policy38.html	http://mcintranet.musc.edu/hr/documents/POLICY38-SECONDARYEMPLOYMENT.pdf	http://mcintranet.musc.edu/um/hr/policies/P.45.0_Secondary_Employment.pdf
Equal Employment Opportunity.	http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html	http://mcintranet.musc.edu/hr/documents/EEO_Policy_Statement.pdf	http://mcintranet.musc.edu/um/hr/policies/P.02.0_Equal_Employment_Opportunity.pdf
Fair Labor Standards Act.	http://www.doi.gov/whd/flisa/	http://www.doi.gov/whd/flisa/	
Family and Medical Leave Act.	http://www.musc.edu/hrm2/policies/policy30.html	http://mcintranet.musc.edu/hr/documents/POLICY30-FMLA.pdf	http://mcintranet.musc.edu/um/hr/policies/P.22.0_Family_and_Medical_Leave_Act_FMLA.pdf
Fraud, Waste, and Abuse.		https://www.musc.edu/medcenter/policy/Med/A067.pdf	
Intellectual Property.	http://www.musc.edu/hrm2/policies/policy43.html		
Copyright Compliance.	http://academicdepartments.musc.edu/provost/pdf/CopyrightPly0108.pdf http://www.musc.edu/inforesources/cup.html		
Research Integrity.	http://research.musc.edu/ori/index.html		
Records Retention.	http://arm.scdah.sc.gov/NR/rdonlyres/3DD568B6-A1FA-4667-AD7E-C60EBC5C934A/0/genskedSCU.pdf	https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/um/compliance/CO01.pdf

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Sexual Harassment and Sexual Misconduct.	http://www.musc.edu/hrm2/policies/policy46.html	http://mcintranet.musc.edu/hr/documents/POLICY46-SEXUALHARASSMENT.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.32.0_Anti_Harassment.pdf
Standards of Behavior.	http://www.musc.edu/hrm2/policies/Policy03.htm	http://mcintranet.musc.edu/hr/documents/POLICY12-STANDARDSOFBEHAVIOR.pdf	
Timekeeping.	http://www.musc.edu/hrm2/policies/policy29.html	http://mcintranet.musc.edu/hr/documents/POLICY29-TIMEANDATTENDANCEREPORTING.pdf http://mcintranet.musc.edu/hr/documents/POLICY11-TARDINESS.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.17.0_Work_Schedules_and_Timekeeping.pdf
Use of State-Owned Property.	http://www.musc.edu/hrm2/policies/policy45.html		
Workplace Health and Safety.	http://www.musc.edu/hrm2/policies/policy02.html	https://www.musc.edu/medcenter/eoc/safety/Management%20Plan%20-%20Safety.pdf https://www.musc.edu/medcenter/eoc/policy/toc.html	http://mcintranet.musc.edu/uma/hr/policies/P.29.0_Drug_Free_Workplace.pdf http://mcintranet.musc.edu/uma/hr/policies/P.08.0_Employee_Health_and_Safety.pdf
Workplace Violence.	http://www.musc.edu/hrm2/policies/policy40.html	https://www.musc.edu/medcenter/policy/Med/A052.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.31.0_Violence_in_the_Workplace.pdf