



## **Introducing New Procedures in the Office**

A more physicians are offering office-based procedures to their patient; the Risk Management Department at API has been analyzing potential risks related to performing specific procedures in an alternate setting, such as the risks of providing anesthesia in the office setting.

Physicians consider offering more office-based procedures to patients for myriad reasons, including increasing revenue, increased efficiency and patient convenience. Whatever the reason; patient safety must be the ultimate consideration.

Introduction of a “new” procedure in your office may mean providing a totally new procedure (one that you have never performed or one that you have never performed in the outpatient setting), a new technique for an older procedure, or one that is being transitioned from the hospital setting to an outpatient setting.

### **Risk Assessment**

For each new procedure being considered, the following risk assessment should be performed:

1. What are the risks of doing this procedure in my office?
2. What are the risks associated with providing anesthesia in my office?
3. What are the emergency situations that could arise and how would we handle them in the office?
4. What are the risks of an adverse or unanticipated outcome when doing this procedure in my office?
5. What are the costs (physical, financial and emotional) associated with the risks?
6. What are the trends in the medical community (local and national)?
7. Are there current publications available related to performing this procedure in the office?
8. Do the responses to these questions make you feel confident or unsure?

### **Practice Considerations and Patient Considerations**

- Anesthesia or analgesia required – What type of anesthesia or analgesia will the patient require for this procedure? The Texas Medical Board has specific guidelines for office-based anesthesia. See TMB Rule 192, Office Based Anesthesia.



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- Training and education need for your staff – Will additional training be needed for me and/or my staff? What is the cost of this training?
- Staffing changes – Will I need to have licensed staff and/or hire additional staff to assist in this procedure? Will I need staff with specialized certifications or skills? What is the cost of adding this staff?
- Emergency preparedness – What types of emergencies are possible and is my office equipped and my staff trained to handle the emergency? What emergency equipment is required? What is the cost to purchase or lease the equipment?
- Return on investment – How long will it take for me to realize a return on my investment?
- Cost of equipment – How will I pay for the equipment needed?
- Changes in efficiency – Will this improve my efficiency/productivity?
- Changes in reimbursement – How will implementing this procedure affect my reimbursement? Is this procedure covered by the managed care plans with whom I contract?
- Office space – Will additional office space be needed? What is the cost of the additional space?
- Cost of risk associated with unanticipated outcomes – Do the benefits associated with implementing this procedure outweigh any potential risk to patients and the total cost of providing this service in my office?
- Professional liability coverage – Does my current professional liability policy cover this procedure?

If you are considering performing a new procedure in your office and have questions regarding the risk of the procedure in the office setting or about office-based anesthesia guidelines, contact API Risk Management at (800) 282-3628.