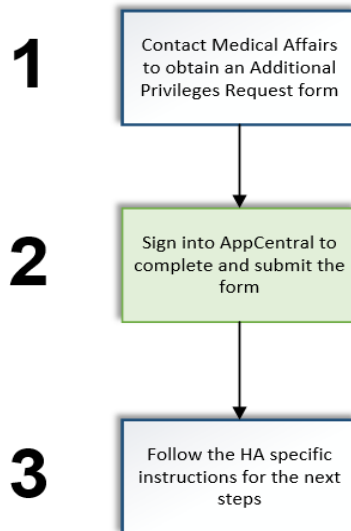


## Process to request privileges not included in your Provincial Dictionary A guide for practitioners

Steps to request to privileges that are not in the core, non-core or context-specific privileges for your discipline:



### The process for the additional privilege request

- Follow steps 1 and 2 above (request and complete an *Additional Privileges Request* form). The form will be submitted to the department head or chief of staff as part of the online application process.  
The form will ask you to provide:
  - a) the privilege requested (*the procedure or activity you are requesting*)
  - b) the site or facility where the privilege would be exercised, and
  - c) your relevant training, experience or certification, if applicable.
- Your request for additional privileges will be submitted your medical leader. Please note that additional privilege requests are not automatically granted, but are reviewed to determine alignment with the site capacity and to ensure training requirements are met.
- Where it is deemed appropriate, you and your medical leader will agree on any additional training required, and a minimum level of activity required to maintain the privilege.

The specific minimum number requirement indicating the level of experience needed to demonstrate skill to obtain clinical privileges for the requested procedure must be evidence-based. Where no supporting literature exists for a specific number, the criteria are established by the consensus of multidisciplinary group of practitioners who do not have self-interest in creating an artificially high volume requirement.

Reference copies of the current provincial privileging dictionaries are available at [bcmqi.ca](http://bcmqi.ca).

### Questions or comments?

Contact your local medical administration office or BC MQI [bcmqi.ca/contact-us](http://bcmqi.ca/contact-us)