



RESPONSIBILITY MATRIX: Contract Approval Process

OBJECTIVES:

1. Define distinct and shared responsibilities between the Board, Contracting Committee and Director of Contracting.
2. Ratify Guidelines that provide underlying framework for contracting activity and flexibility to achieve optimal results.
3. Establish process that promotes timely faculty/departmental input.

Action	Oversight/Policy Definition	Responsibility for Execution
Contracting Guidelines and Principles	Board	Committee/Director of Contracting
Contracting Strategy and Market Analysis	Committee	Director of Contracting
Secure Departmental Input	Board/MSO Group	Committee/Director of Contracting
Performance Evaluation and Data Analysis	Committee	Director of Contracting
Negotiations	Committee	Director of Contracting
Contract Review and Endorsement – Within Guidelines	Committee	Director of Contracting
Contract Review and Endorsement – Major Contracts and Guidelines Not Met	Board	Board
Communications	Committee	Director of Contracting
Payor Compliance	Committee	Committee/Director of Contracting