

# PEER REVIEW COMMITTEE

2024

## **Committee Purpose**

It is the duty of this committee to:

1. Offer ethical and equitable procedures for peer review committees, both state and component, by means of a Peer Review Manual, for reviewing and resolving differences which may arise between dentists and third-parties and between dentists and patients.
2. Assist and guide component peer review committees.

## **Mission Statement**

The Peer Review Committee attempts to resolve differences, clarify areas of misunderstanding, educate participants, and establish or re-establish communication between patients and dentists.

The Minnesota Dental Association recognizes the responsibility of the dental profession to the public for a dental health delivery system, which includes a mechanism to evaluate dental care. Peer Review is a public demonstration that the profession is concerned about the care it provides and has taken the initiative to correct problems that may arise. Differences which are not reconciled on a direct basis between a dentist and other interested parties should be presented for review.

## **Member Responsibilities**

Each district committee chair will be a member of the state committee. Each district will also have a named alternate to the state committee so that if the district chair cannot attend meetings, the alternate can. We need representation from each district.

1. Duties of the chair of the MDA Peer Review Committee:
  - a. Call and chair regular meetings of the Peer Review Committee.
  - b. Develop, with MDA staff person, agenda for all meetings held.
  - c. Attend meetings called by MDA officers for committee chairs.
  - d. Direct the maintenance and updates of the Peer Review Manual as needed.
  - e. Assure offering of proper training to all members involved with MDA Peer Review at all levels of the Association, to include, but not be limited to, the following:
    - i. Manual training
    - ii. Mediation training
    - iii. Examiners training
  - f. Assist district peer review chairs and peer review staff with peer review procedures and questions.
  - g. Review requests for appeal from the district level and direct MDA staff as to how to proceed.
  - h. Produce letters as needed to carry out the peer review process, with the assistance of MDA staff.
  - i. Write and submit a committee report for the House of Delegates meeting.
  - j. Attend the MDA House of Delegates meeting in September.
2. Peer Review Committee members:

- a. Dentists that hold a committee position are protected legally from liability by Minnesota Statutes 145.61 through 145.67, Public Health, Health Care Information, and Review Organization.
  - b. Attend and participate in committee meetings.
  - c. Ideally, committee members have been active in peer review at the district level and are familiar with the process.
3. Authority to Act:
- a. The committee has the authority to recommend final decisions in cases appealed to the committee, following action of the district committee. Although the peer review process is not considered legally binding, member dentists brought into peer review, who do not adhere to the committee's recommendations, will be referred to their district Ethics Committee.

### **Relationships**

The committee interacts with the general public, is familiar with the content of the laws governing dentistry and the peer review process, cooperates with district peer review committee members, exhibits superlative communication skills with dentists involved in the peer review process, and MDA legal counsel, when necessary. The committee is assisted in their efforts by the MDA staff peer review coordinator.

### **Goals and Objectives**

**Goal 1:** Increase Understanding of Peer Review and its Benefits to Minnesota Member Dentists

**Objective:** Increase the understanding of the peer review process by Minnesota dentists through distribution of information through MDA published materials.

**Strategy:** Increase awareness of the benefits of the peer review process offered only to MDA members and their patients.

**Tactic:** The MDA Peer Review Committee will develop informational materials to be distributed to member as well as non-member dentists in Minnesota. These materials will outline the benefits of using the peer review process.

**Objective:** Enhance the current Peer Review Manual to include more areas of the process and to detail procedures required by mediators, committee members, and examiners to reflect as much continuity of the process as feasible.

**Strategy:** Revise the Peer Review Manual to detail procedures necessary to enhance consistency of the process among the seven active districts.

**Tactic:** Through constant evaluation and feedback on the effectiveness of the manual, update the manual to reflect current needs. Standardize the procedures and forms used to accomplish the peer review process, which will help to reflect consistency among the districts.