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4.01 PUBLICATION OF PROFESSIONAL PAPERS

a. Policy

(1) The preparation and publication of professional papers pertaining to education matters by VA employees is encouraged as a vehicle for contributing to the advancement of professional education and practice within VA and the health care community.

(2) Directors will have basic authority to review and approve professional papers in accordance with the procedures outlined below. Each Director will ensure that (a) the privacy of patients is preserved and any disclosure of personal information is in accordance with the provisions of the Privacy Act and other appropriate laws, and (b) VHS&RA or facility policy is accurately reflected.

(3) The identity of the patient will not be disclosed in any paper. When photographs of the recognizable features of any patient are to accompany the article, the written consent of the patient, or if mentally incompetent, of a guardian or nearest relative, must be obtained and submitted with the request for approval. VA Form 10-3203, Consent for Use of Picture and/or Voice, or 10-2723, Request for Medical Media Production Service, will be completed in accordance with MP-1, part I, chapter 4.

(4) Theses or projects required in partial fulfillment of academic requirements and/or in which VA information, records, or patients are to be used by trainees will be cleared at their inception and completion by the chief of the professional or technical unit concerned. (See CFR 1.500 through 1.527 and 1.575 through 1.584.)

b. Procedures

(1) The facility Director will determine suitable administrative review procedures for papers prepared by members of the staff (including attendings and consultants if VA matters are involved). These procedures will reflect and implement current regulations designed to protect VA, its personnel, and its patients. Acknowledgment of VA support can follow the usual format of the publication in which it appears. It must, however, ensure proper recognition of VA's provision of educational facilities, salary support, or payment of other costs.

(2) The Director is encouraged to rely on established editorial expertise and publication practices of recognized scientific journals to evaluate the substantive content of professional contributions pertaining to education. However, when the nature of the paper or the local situation warrants, the Director should seek the advice of competent advisors on the staff, including the Hospital Education Committee. If such advice is not available or obtainable, the Director will refer the paper to Central Office for review and recommendation. Address requests to the **ACMD for Clinical Affairs (11)**.

4.02 TEACHING AND CONSULTATION

To enhance the credentials and qualifications and improve the professional proficiency of VHS&RA staff, and to improve VA relations with other health-oriented organizations, agencies, and institutions, teaching and consultation for remuneration by full-and part-time staff personnel is encouraged within prescribed limits. The policies and procedures outlined in MP-5, part II, chapters 7 and 13, and VHS&RA supplements thereto, will be followed.