

Appendix 15: Develop and Revise Written Practice Guidelines

Tactics	Resource	Key Action Items
<p>Develop written practice guidelines in accordance with the ACNM document: Standards for the Practice of Midwifery, Standard V. These guidelines are used to guide the scope of midwifery care and services provided to clients.</p>	<p><i>An Administrative Manual for Midwifery Practices</i>, Fourth Edition, page 122-123</p>	<ul style="list-style-type: none"> ■ Collect ACNM and ACOG standard setting documents (Find links in part 1, step 1) ■ Access state-specific regulatory requirements for midwives ■ Refer to hospital bylaws ■ Refer to hospital credentialing process for midwives ■ Review hospital policies and procedures specific to midwives
<p>Meet with key stakeholders to draft an initial set of written practice guidelines. These should include:</p> <ul style="list-style-type: none"> • Information about the practice model • State specific regulatory requirements for midwifery • Hospital requirements for midwifery • The parameters of service for independent and collaborative midwifery management and transfer of care when needed. 	<p>For examples, refer to clinical recommendations from ACNM, ACOG or a resource such as <i>Clinical Practice Guidelines for Midwifery and Women’s Health</i>, Fifth Edition, 2017</p>	<ul style="list-style-type: none"> ■ Have a draft available for midwife candidates to review during the hiring process
<p>When midwives are hired, schedule a meeting to review, discuss and revise the written practice guidelines.</p>		<ul style="list-style-type: none"> ■ Hold the meeting ■ Integrate changes ■ If there is a hospital process for document approval, initiate the process once the draft is complete ■ Share these guidelines with key stakeholders and practice or hospital staff
<p>Review and revise the written practice guidelines at least every one or two years. If a regulatory or practice change occurs, revise to integrate this new information.</p>		<ul style="list-style-type: none"> ■ Share the revised guidelines with key stakeholders and practice of hospital staff