Metabolic and Bariatric Surgery Clinical Reviewer (MBSCR) Overview

MBSCR Requirements

- Please carefully review the MBSAQIP Standards for full details regarding the MBS Clinical Reviewer Role (Standard 2.7), Data Entry (Standard 6.1), and 30-Day and Long-Term Follow-Up (Standard 6.2).

- Accurate, complete, and timely data entry is essential to ensure continuous quality improvement, ultimately enhancing patient safety and clinical outcomes.

- Each center is required to assign at least one MBSCR to capture data in the MBSAQIP Registry.

- MBSCRs must be assigned by the participating center. It is the center's responsibility to ensure that the MBSCR is in compliance with the terms of the Business Associate and Data Use Agreements as executed between the ACS and the center (Covered Entity) to ensure the confidentiality of patient health information and HIPAA compliance.

- The MBSCR is required to make attempts to capture 30-day and long-term follow-up (LTFU) data within the prescribed assessment and data entry timeframes outlined in the MBSAQIP Registry. Additionally, the MBSCR may need to fulfill requests for outcomes data and reports to the MBS Committee and other appropriate personnel.

- The MBSCR must work closely with both clinical and administrative staff.

- It is required that the MBSCR has direct access to all patient-related data from both the center and physician's office(s).

- MBSCRs are not permitted to be involved in supervising patient care, for example, surgeons, physician's assistants or advanced practice nurses, and may not chart on any of the variables collected in the MBSAQIP Registry.

- Please note that the primary MBSCR cannot also serve as the primary SCR for ACS NSQIP. The MBSCR may be a backup SCR for ACS NSQIP and vice versa.

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MBSCR Job Description

- The MBSCR's key responsibility is to collect and submit accurate, complete, and timely data to the MBSAQIP Registry. This task is accomplished through high-quality data compilation, documentation, and entry of 100 percent of metabolic and bariatric procedures performed at the center into the MBSAQIP Registry.

- The MBSCR works closely with the members of the metabolic and bariatric and general surgery departments to identify opportunities for clinical quality improvement and other special projects that may be identified. There are several components to consider when selecting a candidate for the role of MBSCR:

Primary Competencies

1. **Clinical Knowledge:** Data collection and identification of opportunities for improvement require clinical knowledge and an understanding of patient care. The candidate should have some clinical understanding as well as access to a clinical mentor who can provide guidance for complex clinical questions. (35%)

2. **Computer Knowledge:** The ability to learn and utilize new software and Web applications for data entry and report generation. The candidate should have some computer experience with Microsoft Office, particularly Microsoft Excel, and basic statistical skills. (25%)

3. **Hospital Systems Knowledge:** The ability to track health information through various sources such as medical records, surgery clinics, death index, direct patient contact, accounts payable, and legal counsel. The candidate should have some experience gathering information in a complex hospital system environment. (20%)

4. **Hospital Departmental Knowledge:** The ability to identify opportunities to report metabolic and bariatric data to relevant groups or meetings (for example, morbidity and mortality, infection control, quality management, and administration). The candidate should have some experience sharing information across functions. (20%)

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Specific Job Responsibilities and Capabilities

1. **Data Collection and Reporting:**

   o Identifies 100 percent of metabolic and bariatric patients for inclusion in the MBSAQIP Registry.

   o Collects preoperative, intraoperative, 30-day postoperative, and long-term follow-up data components for the program through the effective utilization of the hospital medical record systems and through a coordinated effort with individual surgeon office staff.

   o Identifies streamlining and process improvement opportunities in the data collection process.

   o Demonstrates appropriate utilization of resources necessary to obtain valid, reliable data for entry into the MBSAQIP Registry.

   o Utilizes software applications for data collection and analysis.

   o Responsible for the accurate, complete and timely entry of data into the MBSAQIP Registry.

2. **Work Effectively with Hospital and Individual Surgeon Office Staff**

   o Establishes effective working relationships with members of the hospital community, especially staff in the surgery, medicine, nursing, medical records, and information systems departments and individual bariatric surgeons' offices whose support is necessary for the management and success of the program.

   o Serves as an educational resource on the MBSAQIP Registry for internal and external audiences by developing educational materials and delivering presentations.

Primary Requirements

- Successfully completes the online MBSCR Training Program.

- Participates in program meetings and teleconferences.

- Participates in data compilation for audits and (re)accreditation or site visits.

- Periodically attends voluntary in-person professional development seminars offered at various annual meetings such as ASMBS Week, ACS Quality and Safety Conference, or ACS Clinical Congress.

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MBSCR Hiring Recommendations

This position is unique and quite unlike the role of any other chart abstractor or quality improvement personnel. Centers that select the right candidate and encourage the applicant to fully explore the position prior to formally accepting it will likely recruit and retain an excellent MBSCR.

It is strongly recommended that an appropriate candidate to fill the position of MBSCR have the following minimum experience:

- Bachelor's degree preferred. Ability to complete all online training modules and pass the certification examination is required.

- RHIA, RHIT, LPN/LVN, RD, RN, or BSN preferred but not required. Non-nurses in the MBSCR position should have a mentor who is available to help MBSCR answer difficult clinical questions. The mentor should be an RN, BSN, MSN, NP, PA, or MD.

- Knowledge of medical terminology, basic anatomy, physiology, and disease process is required.

- Minimum one year experience in a hospital surgery department or surgery clinic or with clinical research or medical records. Clinical chart review and abstraction experience required.

- Ability to build relationships and gain alignment for clinical support and be able to articulate questions to receive an appropriate level of support from superiors and peers.

- Ability to interact with all members of the bariatric surgical team and administrative staff in a professional and courteous manner.

- Computer and internet experience required. Knowledge and comfort with Microsoft Office products is essential for success in this position (Word and Excel experience is required; PowerPoint experience strongly preferred).

- Ability to manage data entry deadlines and center's accreditation processes as necessary.

- Quality improvement or patient safety knowledge and experience preferred.

- Database management and data entry experience preferred.

- HIPAA regulations and standards knowledge preferred.

- Basic or intermediate statistical knowledge preferred.