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Peer Review FAO's

What is Peer Review?

Peer Review is performed every six months and includes the reporting of 6 Random Cases for each physician and all Unanticipated Operative Sequela using the required AAAASF forms and reporting format. A random sample of the cases for each surgeon must include the first case done by each surgeon each month during the reporting period for a total of six cases, plus all unanticipated sequela.

When does Peer Review need to be reported?

Currently, Peer Review is required to be reported twice a year.

Period I runs from January 1st through June 30th.

You may begin reporting your cases online July 1st. All cases for Period I must be reported online by August 15th.

Period II runs from July 1st through December 31st.

You may begin reporting your cases online January 1st. All cases for Period II must be reported online by February 15th.

Do we have to report Peer Review online?

Yes, peer review must be reported on-line. If you do not wish to report your Peer Review online, hard copies may be submitted to the AAAASF office for a processing fee of \$100.00 per surgeon.

What is an Unanticipated Sequela?

An Unanticipated Operative Sequela is anything unplanned that occurs within 30 days of a procedure such as (but not limited to) unplanned hospital admission, allergic reaction to medication, incorrect needle or sponge count, patient or family complaint, infection etc....

All Unanticipated Operative Sequelae must be reported when submitting Peer Review.

Where are the Random Review Forms and Unanticipated Sequelae Forms located?

The Random Review Forms and Unanticipated Sequela Forms are available on the AAAASF website homepage at www.aaaasf.org. Click the "Peer Review Forms/Help" located under "Quick Links"

Where do I find my User ID and Password?

The Facility Director's User ID and Password should be used to gain access to the website in order to enter Peer Review. If you are having trouble logging in with your User ID and Password or have forgotten your User ID and Password please contact the AAAASF 888-545-5222.

What is a Reviewing Physician?

The reviewing physician is the physician who reviewed the cases for your surgeon. If the Reviewing Physician has never reviewed cases for your surgeon before or if you cannot locate their name in the system, be sure to have their medical license number handy and call the AAAASF office, as they may need to be added to the AAAASF data base. Please contact the AAAASF office at 888-545-5222 to have a reviewing physician added to the database.

IMPORTANT - PLEASE NOTE:

If a surgeon using the facility has done less than six cases during a reporting period, that information must be reported to the Central Office using the Peer Review Exemption form and all of those surgeon's cases during that period must be reported. *For example, if the surgeon only performed two cases during the period you should review and report those two cases online and notify AAAASF by using the Peer Review Exemption Form that can be accessed on-line or you may use the copy provided for you in your Peer Review Packet. The notifications may be e-mailed to PeerReview@aaaasf.org or faxed to 847-775-1985 Attn: Peer Review.*

Please also review the list of physicians provided and contact the AAAASF if you note discrepancies of staff physicians immediately as this will effect reporting of Peer Review.