



AGENDA

(REGULAR AND CONSENT)

**HOSPITAL AUTHORITY BOARD OF TRUSTEES
AND
UNIVERSITY BOARD OF TRUSTEES**

APRIL 7, 2006

MEDICAL UNIVERSITY HOSPITAL AUTHORITY

REGULAR AGENDA

Board of Trustees Meeting

Thursday, May 17, 2012

9:00 a.m.

101 Colcock Hall

Members of the Board of Trustees

Thomas L. Stephenson, Esquire, Chairman
Dr. James E. Wiseman, Jr., Vice Chairman
Dr. Stanley C. Baker, Jr.
Mr. William H. Bingham, Sr.
Dr. Cotesworth P. Fishburne, Jr.
Mr. William B. Hewitt

Dr. Harold W. Jablon
Dr. Donald R. Johnson II
Dr. E. Conyers O'Bryan, Jr.
Dr. Thomas C. Rowland, Jr.
Mr. Charles W. Schulze
The Honorable Robin M. Tallon
Dr. Charles B. Thomas, Jr.

Trustees Emeriti

Mrs. Margaret M. Addison
Dr. Charles B. Hanna
The Honorable Robert C. Lake, Jr.
Mrs. Claudia W. Peebles
Mr. Allan E. Stalvey

Item 1. Call to Order-Roll Call.

Item 2. Secretary to Report Date of Next Meeting.

Regular Meeting: Friday, August 10, 2012

Item 3. Approval of Minutes of the Regular Meeting of the Medical University Hospital Authority of April 13, 2012.

Board Action:

RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT

OLD BUSINESS:

NEW BUSINESS:

Item 4. General Informational Report of the President.

Statement: Dr. Greenberg will present a general report.

Recommendation of Administration: That this report be received as information.

Board Action:

Item 5. Other Business.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY OPERATIONS, QUALITY and FINANCE COMMITTEE. CHAIRMAN: DR. STANLEY C. BAKER, JR.

OLD BUSINESS:

NEW BUSINESS:

Item 6. Medical University Hospital Authority Status Report.

Statement: Mr. Stuart Smith will report on the status of the Medical Center.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 7. Medical University Hospital Authority Financial and Statistical Report.

Statement: Mr. Steve Hargett will present the financial and statistical report for MUHA.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 8. Report on Quality and Patient Safety.

Statement: Dr. Pat Cawley will present the report on Quality and Patient Safety.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee:

Board Action:

Item 9. Report on Outreach Activity and MUSC Physicians.

Statement: Dr. Philip Costello will present an update on MUSC Physicians outreach activities.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee:

Board Action:

Item 10. Legislative Update.

Statement: Mr. Faulkner/Mr. Sweatman will present an update on legislative issues.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 11. Other Committee Business.

CONSENT ITEM FOR APPROVAL:

Item 12. Medical University Hospital Authority Appointments, Reappointments and Delineation of Privileges.

CONSENT ITEMS FOR INFORMATION:

Item 13. Medical Executive Committee Minutes.

Item 14. Contracts and Agreements.

**MEDICAL UNIVERSITY HOSPITAL AUTHORITY PHYSICAL FACILITIES COMMITTEE.
CHAIRMAN: MR. WILLIAM H. BINGHAM, SR.**

OLD BUSINESS:

NEW BUSINESS:

Item 15. Other Committee Business.

CONSENT ITEMS FOR INFORMATION:

Item 16. Facilities Contracts Awarded.

**MEDICAL UNIVERSITY HOSPITAL AUTHORITY AUDIT COMMITTEE. CHAIRMAN: MR.
WILLIAM B. HEWITT.**

OLD BUSINESS:

NEW BUSINESS:

Item 17. Entrance Conference with KPMG.

Statement: The Audit Committee will hold an entrance conference with the external audit firm of KPMG.

Recommendation of Administration: That the entrance conference be received as information.

Recommendation of Committee:

Board Action:

Item 18. Report of the Office of Internal Audit.

Statement: Ms. Susan Barnhart will report on the activities of the Office of Internal Audit.

Recommendation of Administration: That this be received as information.

Recommendation of Committee:

Board Action:

Item 19. Other Committee Business.

CONSENT ITEM FOR APPROVAL:

Item 20. Revisions to the Code of Conduct.

OTHER BUSINESS FOR THE BOARD OF TRUSTEES:

Item 21. Approval of Consent Agenda.

Statement: Approval of the Consent Agenda is requested.

Recommendation of Administration: That the consent agenda be approved.

Board Action:

Item 22. New Business for the Board of Trustees.

Item 23. Report from the Chairman.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
Interim Financial Statements
March 31, 2012 and 2011

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MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
Balance Sheets
March 31, 2012 and FYE June 30, 2011

Assets and Deferred Outflows		
	<u>At 3/31/2012</u>	<u>FYE 06/30/2011</u>
Current Assets:		
Cash and Cash Equivalents	\$ 44,079,292	\$ 31,371,340
Held by Trustees Under Indenture Agreements - Required for Current Liabilities	-	3,392,573
Patient Accounts Receivable, Net of Allowance for Uncollectible Accounts of \$49,422,548 and \$50,244,386	162,434,288	155,229,037
Due from Related Parties	2,451,893	10,655,424
Due from Third-Party Payors	15,949,088	13,249,000
Other Current Assets	52,405,512	41,713,487
Total Current Assets	277,320,073	255,610,861
Investments Designated by Board for Capital Improvements	-	-
Investments Held by Trustees Under Indenture Agreements	78,930,329	93,849,086
Capital Assets, Net	503,776,781	525,250,005
Deferred Borrowing Costs	15,039,201	15,969,788
Total Assets	\$ 875,066,384	\$ 890,679,740
Deferred Outflows	\$ 3,731,399	\$ 2,560,837
Total Assets and Deferred Outflows	<u>\$ 878,797,783</u>	<u>\$ 893,240,577</u>
 Liabilities and Net Assets		
Current Liabilities:		
Current Installments of Long-Term Debt	\$ 11,365,000	\$ 10,850,000
Current Installments of Notes Payable	13,833,474	13,777,008
Accounts Payable	32,679,135	39,922,813
Accrued Payroll, Withholdings and Benefits	61,079,432	47,747,776
Other Accrued Expenses	6,226,312	16,202,404
Total Current Liabilities	125,183,353	128,500,001
Long-Term Debt	411,593,305	430,395,154
Capital Lease Obligations	937,312	-
Derivative Instruments	3,731,399	2,560,837
Notes Payable	4,138,789	11,575,669
Total Liabilities	545,584,158	573,031,661
Net Assets:		
Invested in Capital Assets, Net of Related Debt	77,888,803	78,732,089
Restricted Under Indenture Agreements	78,926,820	92,971,834
UnRestricted	176,398,002	148,504,993
Total Net Assets	333,213,625	320,208,916
Total Liabilities and Net Assets	<u>\$ 878,797,783</u>	<u>\$ 893,240,577</u>

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
Statements of Revenues, Expenses and Changes in Net Assets
For the 9 Month Periods Ending March 31, 2012 and 2011

	<u>2012</u>	<u>2011</u>
Operating Revenue:		
Net Patient Service Revenue	\$ 771,839,938	\$ 754,843,489
Other Revenue	<u>14,636,201</u>	<u>14,411,882</u>
Total Operating Revenue	<u>786,476,139</u>	<u>769,255,371</u>
Operating Expenses:		
Compensation and Employee Benefits	342,075,473	332,764,471
Services and Supplies	372,459,926	361,279,449
Depreciation and Amortization	<u>41,564,244</u>	<u>40,419,514</u>
Total Operating Expenses	<u>756,099,643</u>	<u>734,463,434</u>
Operating Income (Loss)	30,376,496	34,791,937
NonOperating Revenue (Expense):		
Investment Income	1,707,497	1,620,798
Interest Expense	<u>(19,079,284)</u>	<u>(19,775,697)</u>
Total NonOperating Revenue (Expense)	<u>(17,371,787)</u>	<u>(18,154,899)</u>
Change in Net Assets	<u>\$ 13,004,709</u>	<u>\$ 16,637,038</u>

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
SRECNA - Comparative Variance Analysis
For the 9 Month Periods March 31, 2012 and 2011

	Current Month			Comparative Period			Fiscal Year To Date			Comparative Period		
	Actual	Budget	Variance	Mar 2011	Variance		Actual	Budget	Variance	Jul-Mar FY2011	Variance	
Operating Revenue:												
Net Patient Service Revenue	\$ 87,638,432	\$ 87,142,949	0.57%	\$ 87,833,369	-0.22%		\$ 771,839,938	\$ 784,286,538	-1.59%	\$ 754,843,489	2.25%	
Other Revenue	1,140,945	1,574,520	-27.54%	1,972,260	-42.15%		14,636,201	14,170,683	3.29%	14,411,882	1.56%	
Total Operating Revenue	88,779,377	88,717,469	0.07%	89,805,629	-1.14%		786,476,139	798,457,221	-1.50%	769,255,371	2.24%	
Operating Expenses:												
Compensation and Employee Benefits	39,988,454	38,332,017	-4.32%	38,894,322	-2.81%		342,075,473	344,988,149	0.84%	332,764,471	-2.80%	
Services and Supplies	42,345,679	41,614,394	-1.76%	42,793,291	1.05%		372,459,926	374,529,543	0.55%	361,279,449	-3.09%	
Depreciation and Amortization	4,379,875	4,650,239	5.81%	4,454,673	1.68%		41,564,244	41,852,159	0.69%	40,419,514	-2.83%	
Total Operating Expenses	86,714,008	84,596,650	-2.50%	86,142,286	-0.66%		756,099,643	761,369,851	0.69%	734,463,434	-2.95%	
Operating Income (Loss)	2,065,369	4,120,819	-49.88%	3,663,343	-43.62%		30,376,496	37,087,370	-18.09%	34,791,937	-12.69%	
Operating Margin	2.33%	4.64%		4.08%			3.86%	4.64%		4.52%		
NonOperating Revenue (Expense):												
Investment Income	59,614	180,089	-66.90%	24,659	141.75%		1,707,497	1,620,798	5.35%	1,620,798	5.35%	
Interest Expense	(2,052,132)	(2,145,251)	4.34%	(2,072,689)	0.99%		(19,079,284)	(19,307,258)	1.18%	(19,775,697)	3.52%	
Total NonOperating Revenue (Expense)	(1,992,518)	(1,965,162)	-1.39%	(2,048,030)	2.71%		(17,371,787)	(17,686,460)	1.78%	(18,154,899)	4.31%	
Change in Net Assets	\$ 72,851	\$ 2,155,657	-96.62%	\$ 1,615,313	-95.49%		\$ 13,004,709	\$ 19,400,910	-32.97%	\$ 16,637,038	-21.83%	

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
Schedules of Functional Expenses
For the 9 Month Periods Ending March 31, 2012 and 2011

	<u>2012</u>	<u>2011</u>
Nursing Services:		
Administration and Education	21,365,917	\$ 16,900,503
Medical and Surgical	46,096,506	45,473,162
Pediatrics	11,048,540	10,615,167
Emergency and Trauma Units	17,417,692	18,312,315
Intensive Care Units	41,605,107	40,544,016
Coronary Care Units	2,946,962	3,092,837
Psychiatric	18,201,000	16,967,327
Operating Rooms	27,334,891	27,712,791
Recovery Rooms	3,369,446	3,150,485
Delivery and Labor Rooms	3,242,272	3,272,973
Obstetrics	4,243,469	4,477,138
Total Nursing Services	<u>\$ 196,871,802</u>	<u>\$ 190,518,714</u>
Other Professional Services:		
Laboratories and Laboratory Support	\$ 37,006,346	\$ 35,944,360
Electrocardiology	4,415,766	4,380,833
Radiology	18,925,688	19,997,300
Pharmacy	76,064,399	69,558,267
Heart Catheterization	7,583,692	7,514,548
Central Services and Supply	61,546,039	60,674,475
Anesthesiology	15,603,838	15,209,285
Nuclear Medicine	864,791	1,002,800
Respiratory Therapy	10,431,330	10,495,128
Physical Medicine	7,227,846	7,142,075
Dialysis	1,694,476	1,693,855
Pathology	3,034,692	2,978,703
Transplant	17,572,700	16,006,123
Other Miscellaneous Services	12,484,892	12,346,479
Medical Records and Quality Assurance	4,984,366	4,645,084
Resident Support	28,903,651	29,141,130
Total Other Professional Services	<u>\$ 308,344,512</u>	<u>\$ 298,730,445</u>
General Services:		
Dietary	\$ 11,430,775	\$ 11,100,576
Plant Ops, Maintenance, Security	43,658,398	45,058,707
Housekeeping	11,212,119	10,682,668
Total General Services	<u>\$ 66,301,292</u>	<u>\$ 66,841,951</u>
Fiscal and Administrative Services:		
Admitting	\$ 4,902,439	\$ 4,544,678
Administration	42,121,861	39,975,700
Shared Services	8,803,499	7,755,077
MUSC Support	3,294,703	6,575,566
Accounting	4,414,746	5,698,766
Hospital Patient Accounting	7,651,803	7,648,131
Marketing	4,689,618	5,035,633
Human Resources	1,887,202	1,835,918
Communications	1,425,275	1,402,454
Computer Services	25,983,142	21,345,364
Total Fiscal and Administrative Services	<u>\$ 105,174,288</u>	<u>\$ 101,817,287</u>
Ambulatory Care:		
Ambulatory Care	\$ 37,843,505	\$ 36,135,523
Total Ambulatory Care	<u>\$ 37,843,505</u>	<u>\$ 36,135,523</u>
Other:		
Depreciation	\$ 41,564,244	\$ 40,419,514
Interest	19,079,284	19,775,697
Total Other	<u>\$ 60,643,528</u>	<u>\$ 60,195,211</u>
Total Expenses	<u>\$ 775,178,927</u>	<u>\$ 754,239,131</u>

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
(A Component Unit of MUSC)
Schedule of Revenues and Expenses - Actual versus Budget
For the 9 Month Period Ending March 31, 2012

	<u>Approved Budget</u>	<u>Year To Date Budget</u>	<u>Actual</u>	<u>Variance Favorable/ Unfavorable</u>	
Patient Service Revenue:					
Inpatient	\$ 1,588,247,172	\$ 1,191,185,379	\$ 1,188,283,249	\$ 2,902,130	U
Outpatient	<u>1,077,915,031</u>	<u>808,436,273</u>	<u>816,228,370</u>	<u>7,792,097</u>	F
Gross Patient Service Revenue	<u>2,666,162,203</u>	<u>1,999,621,652</u>	<u>2,004,511,619</u>	<u>4,889,967</u>	F
Less: Charity Care	<u>(99,253,487)</u>	<u>(74,440,115)</u>	<u>(96,299,454)</u>	<u>21,859,339</u>	U
Total Patient Service Revenue	<u>2,566,908,716</u>	<u>1,925,181,537</u>	<u>1,908,212,165</u>	<u>16,969,372</u>	U
Additions (Deductions) To/From Patient Service Revenue:					
Contractual and Administrative Adjustments	(1,463,138,728)	(1,097,354,046)	(1,109,244,974)	11,890,928	U
Bad Debt	(95,517,515)	(71,638,136)	(55,224,437)	16,413,699	F
Payment from DHHS	18,628,621	13,971,466	13,971,466	-	F
Disproportionate Share	<u>18,834,290</u>	<u>14,125,718</u>	<u>14,125,718</u>	<u>-</u>	F
Net Additions (Deductions) To/From Patient Service Revenue	<u>(1,521,193,332)</u>	<u>(1,140,894,999)</u>	<u>(1,136,372,227)</u>	<u>4,522,772</u>	F
Net Patient Service Revenue	<u>1,045,715,384</u>	<u>784,286,538</u>	<u>771,839,938</u>	<u>12,446,600</u>	U
Other Operating Revenue:					
Other and IIT Transfers	<u>18,894,244</u>	<u>14,170,683</u>	<u>14,636,201</u>	<u>465,518</u>	F
Total Other Operating Revenue	<u>18,894,244</u>	<u>14,170,683</u>	<u>14,636,201</u>	<u>465,518</u>	F
Total Operating Revenue	<u>\$ 1,064,609,628</u>	<u>\$ 798,457,221</u>	<u>\$ 786,476,139</u>	<u>\$ 11,981,082</u>	U
Operating Expenses:					
Nursing Services	\$ 260,381,867	\$ 195,286,400	\$ 196,871,802	\$ 1,585,402	U
Other Professional Services	410,764,445	308,073,334	308,344,512	271,178	U
General Services	91,758,397	68,818,798	66,301,292	2,517,506	F
Fiscal and Administrative Services	144,674,189	108,505,642	105,174,288	3,331,354	F
Ambulatory Care	51,778,024	38,833,518	37,843,505	990,013	F
Other Expenses	<u>55,802,879</u>	<u>41,852,159</u>	<u>41,564,244</u>	<u>287,915</u>	F
Total Operating Expenses	<u>1,015,159,801</u>	<u>761,369,851</u>	<u>756,099,643</u>	<u>5,270,208</u>	F
Income (Loss) from Operations	<u>49,449,827</u>	<u>37,087,370</u>	<u>30,376,496</u>	<u>6,710,874</u>	U
NonOperating Revenue (Expense):					
Interest and Investments	<u>(23,581,946)</u>	<u>(17,686,460)</u>	<u>(17,371,787)</u>	<u>314,673</u>	F
Total NonOperating Revenue (Expense)	<u>(23,581,946)</u>	<u>(17,686,460)</u>	<u>(17,371,787)</u>	<u>314,673</u>	F
Change in Net Assets	<u>\$ 25,867,881</u>	<u>\$ 19,400,910</u>	<u>\$ 13,004,709</u>	<u>\$ 6,396,201</u>	U

MEDICAL UNIVERSITY HOSPITAL AUTHORITY

(A Component Unit of MUSC)

Schedule of Functional Expenses - Actual versus Budget

For the 9 Month Period Ending March 31, 2012

	Approved Budget	Year To Date Budget	Actual	Variance Favorable/ Unfavorable
Nursing Services:				
Administration and Education	\$ 24,606,771	\$ 18,455,078	\$ 21,365,917	\$ 2,910,839 U
Medical and Surgical	60,843,059	45,632,294	46,096,506	464,212 U
Pediatrics	15,240,309	11,430,232	11,048,540	381,692 F
Emergency and Trauma Units	24,307,633	18,230,725	17,417,692	813,033 F
Intensive Care Units	55,341,422	41,506,067	41,605,107	99,040 U
Coronary Care Units	4,408,491	3,306,368	2,946,962	359,406 F
Psychiatric	23,069,882	17,302,412	18,201,000	898,588 U
Operating Rooms	38,067,249	28,550,437	27,334,891	1,215,546 F
Recovery Rooms	4,544,174	3,408,131	3,369,446	38,685 F
Delivery and Labor Rooms	4,334,284	3,250,713	3,242,272	8,441 F
Obstetrics	5,618,593	4,213,945	4,243,469	29,524 U
Total Nursing Services	<u>\$ 260,381,867</u>	<u>\$ 195,286,400</u>	<u>\$ 196,871,802</u>	<u>\$ 1,585,402 U</u>
Other Professional Services:				
Laboratories and Laboratory Support	\$ 48,987,671	\$ 36,740,753	\$ 37,006,346	\$ 265,593 U
Electrocardiology	6,036,169	4,527,127	4,415,766	111,361 F
Radiology	25,950,020	19,462,515	18,925,688	536,827 F
Pharmacy	97,509,548	73,132,161	76,064,399	2,932,238 U
Heart Catheterization	10,167,213	7,625,410	7,583,692	41,718 F
Central Services and Supply	80,475,387	60,356,540	61,546,039	1,189,499 U
Anesthesiology	21,874,435	16,405,826	15,603,838	801,988 F
Nuclear Medicine	1,243,680	932,760	864,791	67,969 F
Respiratory Therapy	13,935,227	10,451,420	10,431,330	20,090 F
Physical Medicine	10,390,118	7,792,589	7,227,846	564,743 F
Dialysis	2,605,421	1,954,066	1,694,476	259,590 F
Pathology	4,021,376	3,016,032	3,034,692	18,660 U
Transplant	22,280,473	16,710,355	17,572,700	862,345 U
Other Miscellaneous Services	16,862,349	12,646,762	12,484,892	161,870 F
Medical Records and Quality Assurance	6,515,729	4,886,797	4,984,366	97,569 U
Resident Support	41,909,629	31,432,222	28,903,651	2,528,571 F
Total Other Professional Services	<u>\$ 410,764,445</u>	<u>\$ 308,073,334</u>	<u>\$ 308,344,512</u>	<u>\$ 271,178 U</u>
General services:				
Dietary	\$ 15,277,566	\$ 11,458,175	\$ 11,430,775	\$ 27,400 F
Plant Ops, Maintenance, Security	60,031,457	45,023,593	43,658,398	1,365,195 F
Housekeeping	16,449,374	12,337,031	11,212,119	1,124,912 F
Total General Services	<u>\$ 91,758,397</u>	<u>\$ 68,818,798</u>	<u>\$ 66,301,292</u>	<u>\$ 2,517,506 F</u>
Fiscal and Administrative Services:				
Admitting	\$ 6,602,291	\$ 4,951,718	\$ 4,902,439	\$ 49,279 F
Administration	53,262,107	39,946,580	42,121,861	2,175,281 U
Shared Services	11,283,434	8,462,576	8,803,499	340,923 U
MUSC Support	10,916,120	8,187,090	3,294,703	4,892,387 F
Accounting	8,430,938	6,323,204	4,414,746	1,908,458 F
Hospital Patient Accounting	10,686,780	8,015,085	7,651,803	363,282 F
Marketing	8,051,314	6,038,486	4,689,618	1,348,868 F
Human Resources	2,829,884	2,122,413	1,887,202	235,211 F
Communications	1,948,416	1,461,312	1,425,275	36,037 F
Computer Services	30,662,905	22,997,179	25,983,142	2,985,963 U
Total Fiscal and Administrative Services	<u>\$ 144,674,189</u>	<u>\$ 108,505,642</u>	<u>\$ 105,174,288</u>	<u>\$ 3,331,354 F</u>
Ambulatory Care:				
Ambulatory Care	\$ 51,778,024	\$ 38,833,518	\$ 37,843,505	\$ 990,013 F
Total Ambulatory Care	<u>\$ 51,778,024</u>	<u>\$ 38,833,518</u>	<u>\$ 37,843,505</u>	<u>\$ 990,013 F</u>
Other:				
Depreciation	\$ 55,802,879	\$ 41,852,159	\$ 41,564,244	\$ 287,915 F
Interest	25,743,010	19,307,258	19,079,284	227,974 F
Total Other	<u>\$ 81,545,889</u>	<u>\$ 61,159,417</u>	<u>\$ 60,643,528</u>	<u>\$ 515,889 F</u>
Total Expenses	<u>\$ 1,040,902,811</u>	<u>\$ 780,677,109</u>	<u>\$ 775,178,927</u>	<u>\$ 5,498,182 F</u>

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
Notes to the Interim Financial Statements

Balance Sheet: At 03/31/2012 and for the Year ended 6/30/2011

Assets:

Cash and cash equivalents increased \$12.7 million from June 30th, 2011. Our cash position was negatively impacted over the last three months by the required conversion to the 5010 electronic billing form in preparation for converting to ICD-10 coding methodology. The claims clearing houses weren't ready to receive the 5010 forms even though hospitals were required to use them. The impact was felt across the country. The impact to MUHA was approximately \$15 million in lower collections. Catch up in collections began in March. To offset the slow down in cash, days in accounts payable have been increased. Help with cash also came from MUSC Physicians (UMA) as they agreed to let MUHA delay the monthly payment (\$3.1 million) for services. MUHA will be current with payments to MUSC Physicians by the end of the fiscal year.

Net patient accounts receivable increased by 4.6% from June 30, 2011. The increase is due to the 5010 issue mentioned previously and to increased patient activity. The case mix index (an indication of patient acuity) is down (1.7483 versus 1.7566) when compared to the prior year average. March's case mix increased to 1.86 from February's 1.72. CMI for the month of March, FY '11 was 1.84. Year to date collections are running 98.68% of net patient revenue, compared to the 98.42% collection rate for all of last fiscal year.

Other Current Assets increased by \$10.7 million from 6/30/11 driven mainly by increases in prepaid maintenance contract and payroll related insurance. The increases were offset by receipt of \$4.1 million in Medicaid GME payments.

Liabilities:

As of March, 2012 Current Installments of Long-Term Debt include \$9.775 million HUD related debt and \$1.6 million for debt related to the Central Energy Plant. Current Installments of Notes Payable relate to the GE Capital note for the McKesson APOC (clinical documentation) System and the Bank of America capital loan program for ART equipment.

The decrease in other accrued expenses is driven by the final payment of Ashley River Tower retainage to the general contractor, the February payment of accrued interest on HUD related debt, and settlement of prior year Medicaid cost report.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
Notes to the Interim Financial Statements

Statement of Revenues, Expenses and Changes in Net Assets: For the eight months ended 03/31/2012 and 2011

Operating Revenues:

Net patient revenue is up 2.25% from the same period last year. Inpatient census is up 4.1% compared to last March – while length of stay is down slightly. E R visits are flat; inpatient surgeries are up less than one percent year over year and are one percent below budget. Outpatient surgeries are 7.4% below last year's level and are 10.5% behind budget. Transplant cases are up 22% year over year. MRI procedures are up 3.2% while CT procedures are up 4%. Outpatient visits are up 1%. Case mix index (indicator of patient acuity) decreased from 1.761 to 1.748 when compared to March of last year.

The average length of stay for all patients through March, 2012 is 6.13 days compared to 6.18 days for the same period last year. The Medicare average length of stay this year is down 3% compared to last year.

On a volume adjusted basis (adjusted discharges) net patient revenue is down 2.87% at \$17,166 per case. This is a result of an increase year over year in the ratio of medicine cases to surgical cases.

Operating Expenses:

When compared to the same period last fiscal year salaries and benefits increased \$9.3 million (2.8%). The increase is driven mainly by the annual merit increase.

Services and supplies are up \$11.2 million (3.1%). Major drivers of this increase are:

Organ procurement costs, gap contracts, minor equipment purchases, facility renovations and repairs, Epic ambulatory EHR costs, and pharmaceutical supplies. A portion of the increase in pharmaceutical expense is driven by the recent drug shortages and the need to substitute more expensive drugs. Pharmacy management is working on quantifying this cost and the amount will be reported in subsequent notes.

On a volume adjusted basis, supply costs are up 2.7% from last year.

Depreciation and Amortization costs are up 2.83% year over year reflecting depreciation catch up from FY '11.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY
Notes to the Interim Financial Statements

Non Operating Expense

Interest expense is down \$696,000 (3.5%) based on lower long-term debt balances.

Budget Comparison:

As of March, 2012 MUHA's net income is \$6.4 million behind budget. Under governmental accounting standards (GASB 34) MUHA is required to include interest expense under non-operating expenses. This method results in an actual year to date operating margin of 3.86% compared to the budget of 4.64%. The majority of hospitals operate under financial accounting standards (FASB) that include both bad debt and interest expense in operating expenses. Using this method, our operating margin is 1.34%. For the month of March, net income was under budget by \$2.1 million with a GASB method operating margin of 2.33%.

Net patient service revenues are below budget by 1.6%. While year to date inpatient census is slightly ahead of budget, the mix of patients and acuity is driving lower net revenues. Medicare and Medicaid cases have increased, but acuity levels (case mix) have declined resulting in lower net revenues. Medicaid net revenues are down more than expected. During research on the variance, the Director of Managed Care discovered an error in NICU billing to Medicaid managed care companies. Claims are being reprocessed. It is unknown at this time what the impact is on net revenue and the reserve model, but it is known that the impact will be positive.

While operating expenses are 0.69% below budget, MUHA has purchased approximately \$1.5 million in minor I T and other equipment over the March YTD budget. Included in operating expenses is a write off of abandoned I T projects of \$297,000. The patient mix and minor equipment purchases create a challenge to meeting the FY '12 budgeted net income.

Unusual and non-recurring items impacting current month earnings:

Implementation of GASB 53 – accounting and financial reporting for derivative instruments occurred in fiscal 2010. While this does not have an immediate impact on the income statement, the negative value of the interest rate hedge associated with the central energy plant financing is reflected on the balance sheet in the asset section as a deferred outflow and in the long-term debt section titled “Derivative Instruments”. The negative balance of \$3.7 million at 03/31/12 has increased \$1.1 million from 6/30/11.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY

CONSENT AGENDA

Board of Trustees Meeting
Thursday, May 17, 2012
101 Colcock Hall

Members of the Board of Trustees

Thomas L. Stephenson, Esquire, Chairman
Dr. James E. Wiseman, Jr., Vice Chairman
Dr. Stanley C. Baker, Jr.
Mr. William H. Bingham, Sr.
Dr. Cotesworth P. Fishburne, Jr.
Mr. William B. Hewitt

Dr. Harold W. Jablon
Dr. Donald R. Johnson II
Dr. E. Conyers O'Bryan, Jr.
Dr. Thomas C. Rowland, Jr.
Mr. Charles W. Schulze
The Honorable Robin M. Tallon
Dr. Charles B. Thomas, Jr.

Trustees Emeriti

Mrs. Margaret M. Addison
Dr. Charles B. Hanna
The Honorable Robert C. Lake, Jr.
Mrs. Claudia W. Peeples
Mr. Allan E. Stalvey

**MEDICAL UNIVERSITY HOSPITAL AUTHORITY OPERATIONS,
QUALITY and FINANCE COMMITTEE
CHAIRMAN: DR. STANLEY C. BAKER, JR.**

(APPROVAL ITEM)

Item 12. Medical University Hospital Authority Appointments, Reappointments and Delineation of Privileges.

Statement: Approval will be sought for the appointments, reappointments and delineation of privileges of the Medical and Allied Health Staff.

Recommendation of Administration: That the appointments, reappointments and delineation of privileges be approved.

Recommendation of Committee:

Board Action:

(INFORMATIONAL ITEMS)

Item 13. Medical Executive Committee Minutes.

Statement: The minutes of the Medical Executive Committee will be presented.

Recommendation of Administration: That the minutes be received as information.

Recommendation of Committee:

Board Action:

Item 14. Medical Center Contracts and Agreements.

Statement: The contracts and agreements signed since the last board meeting will be presented for information.

Recommendation of Administration: That the contracts and agreements be received as information.

Recommendation of Committee:

Board Action:

**PHYSICAL FACILITIES COMMITTEE
CHAIRMAN: MR. WILLIAM H. BINGHAM, SR.**

(INFORMATIONAL ITEMS)

Item 16. Facilities Contracts Awarded.

Statement: Facilities Contracts awarded will be presented to the Board of Trustees.

Recommendation of Administration: That this be received as information.

Recommendation of Committee:

Board Action:

AUDIT COMMITTEE
CHAIRMAN: MR. WILLIAM B. HEWITT

(APPROVAL ITEM)

Item 20. Revisions to the Code of Conduct Policy.

Statement: Revisions to the Code of Conduct Policy will be presented for approval.

Recommendation of Administration: That this be revisions to the policy be approved.

Recommendation of Committee:

Board Action:

Board of Trustees Credentialing Subcommittee - April 2012

The Medical Executive Committee reviewed the following applicants on April 18, 2012 and recommends approval by the Board of Trustees Credentialing Subcommittee effective April 28, 2012

Medical Staff Initial Appointment and Privileges

Name	Department	Status
Nada Abou Hassan M.D.	Medicine	Active Provisional
Amit Agrawal M.D.	Medicine	Active Provisional
Kathy Lehman-Huskamp M.D.	Pediatrics	Active Provisional
Robert L. Stonerock D.D.S.	Oral & Maxillofacial Surgery	Provisional Affiliate - R&F

Medical Staff Reappointment and Privileges

Mark Christopher Alanis M.D.	Obstetrics & Gynecology Services	Active
Sarah L. Allen M.D.	Medicine	Active Provisional
J. David Baker III M.D.	Anesthesiology	Active
Megan K. Baker M.D.	Surgery	Active
Frank J. Brescia M.D. M.A.	Medicine	Active Provisional
Andrew Sam Brock M.D.	Medicine	Active Provisional
Elisha L. Brownfield M.D.	Medicine	Active
Ernest Ramsay Camp M.D.	Surgery	Active
Denise M. Carneiro-Pla M.D.	Surgery	Active
Ernest B. Clyburn M.D.	Medicine	Active
Frank Anthony Cuoco Jr. M.D. M.B.A.	Medicine	Active
Chadrick Evan Denlinger M.D.	Surgery	Active
Terry Carlyle Dixon M.D. Ph.D.	Pediatrics	Active
Robert L. Fenning M.D.	Medicine	Active
Donald L. Fox M.D.	Medicine	Active
Christian S. Geier M.D.	Obstetrics & Gynecology Services	Active
Wanda C Gonsalves M.D.	Family Medicine	Active
Andrew Goodwin M.D.	Medicine	Active Provisional
Jaime Kaye Gosserand M.D.	Pediatrics	Active Provisional
Eric Matthew Graham M.D.	Pediatrics	Active
Kevin Michael Gray M.D.	Psychiatry	Active
Natalie Annette Hammond M.D.	Obstetrics & Gynecology Services	Active
William R. Hand M.D.	Anesthesiology	Active Provisional
Marc Hassid M.D.	Anesthesiology	Active
Andre Hebra M.D.	Surgery	Active
Mark J. Hoy M.D.	Otolaryngology	Active
Harry S. Hutchins Jr. D.D.S.	Oral & Maxillofacial Surgery	Active
Benjamin F. Jackson M.D.	Pediatrics	Active
Diane L. Kamen M.D. M.S.C.R	Medicine	Active
Brad A. Keith M.D.	Medicine	Active
Sondra Keller M.D.	Psychiatry	Active
Frances Rowinsky Koch M.D.	Pediatrics	Active
Matthew S. Koval M.D.	Psychiatry	Active
Rita Kay Kramer M.D.	Medicine	Active
Jennifer Young Pierce M.D.	Obstetrics & Gynecology Services	Active

John Travis Pritchett M.D.	Psychiatry	Active Provisional
Elizabeth Ramsey Unal M.D.	Obstetrics & Gynecology Services	Active
Sinai Choi Zybowski M.D. M.S.C.R.	Pediatrics	Active

Medical Staff Reappointment and Change in Privileges

Russell D. Kitch M.D.	Otolaryngology	Provisional Affiliate	Swith to Refer & Follow
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Medical Staff Change in Privileges

Cody G. Carpenter M.D.	Pediatrics	Active	Add Peds Core Privileges/Procedures
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Professional Staff Initial Appointment and Privileges

Kelly Hylton F.N.P. MSN	Medicine	Provisional Allied Health
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Professional Staff Reappointment and Privileges

Brandi Boyce Aquino P.A.	Surgery	Allied Health
Debra Lynn Baio P.A.C. M.P.A.S.	Orthopaedic Surgery	Allied Health
Jill M. Burns MSN A.P.R.N.	Obstetrics & Gynecology Services	Allied Health
Rochelle F Hanson Ph.D.	Psychiatry	Allied Health
Candace Jaruzel C.R.N.A.	Anesthesiology	Allied Health
Colleen Makley Jones P.A.	Family Medicine	Allied Health CFC - R&F
Alison Siegle Meeks A.P.R.N.	Psychiatry	Allied Health
Nicole Michaud C.C.P.	Surgery	Allied Health
Cephus E. Simmons Sr. R.A.	Radiology	Provisional Allied Health
Marci Woods MSN F.N.P.	Neurosciences	Provisional Allied Health

Professional Staff Reappointment and Change in Privileges

Brandie J. Taylor A.N.P. BSN	Medicine	Allied Health	Transfer to Pulmonary/CC
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Medical Executive Committee Presiding: Dr. Clarke Date: March 21, 2012 Meeting Place: 628 CSB Recording: Angie Baldwin		Meeting Time: 7:30 Adjournment: 8:45 Members present: Dr. Clark; Dr. Warren; Dr. Gray; Dr. Bradley for Dr. Lage; Lisa Kindy; Dr. Ryan; Dr. McLeod-Bryant; Dr. Elliott; Dr. Vandergrift; Carol Younker; Heather Kokko; Dr. Zwerner; Dr. Luff; S Scarbrough; M Schaffner; Dr. Cole; Dr. Clyburn; Dr. Salgado; Dr. Glazier Members excused: Dr. Cawley, Dr. Harvey, Dr. Maudlin, Dr. Scheurer, C Rees, Dr. Sachs, Dr. Bolster, Dr. Costello, Dr. Hoffman, Dr. Fakhry, Dr. Basco, S Smith, Dr. Gillespie Guests: Jennifer Hooks, Dr. W Limehouse; Dr. Habib	
Agenda/Topic	Debate & Discussion	Conclusions	Recommendations/ Follow-Up What/When/Who
Wins			
Executive Session	Sheila Scarbrough presented three events.		
Review of Minutes	MEC minutes were reviewed.	Minutes of the February 15, 2012 meeting of the MEC were approved.	
Credentials Committee	Dr. Gray reported on staff changes: New Medical Staff Initial Appointment and Privileges: 5 Medical Staff Reappointment and Privileges: 23 Medical Staff Reappointment and Change in Privileges: 1 Professional Staff Initial Appointment and Privileges: 4 Professional Staff Reappointment and Privileges: 6 Professional Staff Change in Privileges: 1	The Medical Executive Committee recommends the appointments, and reappointments, and delineation of clinical privileges to the Board of Trustees for approval.	
Data reports	Reports reviewed.	Accepted as information.	
Subcommittee Minute Review	Subcommittee reports were reviewed: Bed Flow Team Credentials Committee Graduate Medical Education Committee Infection Control Committee Medical Records Committee/HIS Advisory Committee Pharmacy and Therapeutics Committee Perioperative Oversight Committee Critical Care Committee Peer Review Committee Communication Task Force Blood Usage and Tissue Review Committee C026 – Medication Samples C143 – Provisions of Transfusion Support Dr. Clark stated many attended the ACGME meeting. Transitions from formal metrics towards ongoing 10 year cycle. Dr. Warren stated go live is tomorrow. Things are going well but not perfect. Thanked people and areas. A120 approved last month by group is posted.	Approved as reviewed.	
Policies (Consent)		Approved.	
GME Report		Accepted as information.	
eCareNet Update		Accepted as information.	

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	Amount of time needed for physician training discussed. Command center will be staffed 24/7. 2-EPIC is number for any questions or issues.		
Handwashing Audits	Dr. Salgado provided the hand washing audit update. Blended overall rate as of January 2011 is 88%. Physician compliance is at a low. Secret shoppers do not keep names. Struggle with enforcing hand hygiene policy but getting closer to tracking. Suggestion to put signs in rooms for patients to ask "did you wash your hands". Comparison of difference in rates when dispensers are available vs. soap and water. Good news is overall rate is improving.	Accepted as information.	
MUSC Vaccination Rates Update	Flu Vaccine Compliance 2011/2012 <ul style="list-style-type: none"> • MUHA – 6313/6662 = 94.8% • University Affiliated Residents 628/634 = 99% • Credentialled Providers = 1125/1141=98.6% • Crothall 212/222 = 95.5% • Sodexo 244/244 = 100% 	Accepted as information.	
Discharge Project Update	Jennifer Hooks provided a discharge project update on 18 units. Began in August and is ongoing. Project looked at time MD informed patient they were going home until the patient actually left the facility. Baseline data lead time was 302 minutes. 68% of patients would like to be discharged by noon. Project scoped revised to be time MD signs paper orders to total leave time which was 252 minutes. 141 root cause trends. Validation data showed time went down to 214 minutes (38 minutes saved). Overall patient satisfaction discharge process mean score is 87.98. Top improved units were 2JRU; A3WX; 9E; A6W and 7W. Abstracts submitted to UHC and 2013 Congress of Healthcare Leadership. Dr. Cole would advocate don't exclude the time the physician notified the patient they were going home (Marilyn supports suggestion). To move forward discussion of opportunities to improve the discharge process were discussed. Dr. Scheurer is looking at streamlining discharge order set. Dr. Elliott stated a consistence change needs to be made. What is a good target time for discharge discussed.	Accepted as information.	
Medical Staff Performance / Peer Review	<p>Carol Younker provided the medical staff performance and peer review analysis of closed cases CY2010 – CY2011. Each case is evaluated on quality of care and professionalism. Levels of finds that cases can be assigned –</p> <ul style="list-style-type: none"> • <u>Quality of Care</u> <ul style="list-style-type: none"> – No Concerns – Minor Concerns – Moderate Concerns – Serious Concerns • <u>Professionalism</u> <ul style="list-style-type: none"> – No Concerns – 1st Offense – 2nd Offense in 24 months <p>Total cases and issues identified, turnaround time, 2011 MS-PRC Member Satisfaction Survey, goals and progress reviewed.</p>	Accepted as Information.	

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"...discovery, subpoena, or introduction into evidence in any civil action..."***

	<p>House Staff Peer Review - Analysis of Closed Cases 4/1/10 – 12/31/11. Issues specific to the house staff:</p> <ul style="list-style-type: none"> • Many issues handled by Residency Program Director (faster than PR process) • Lower volume and committee meets only every other month, so slower turnaround • Level of training must be considered for every case • House Staff are front line so often identify (and get caught up in) systems issues • Issues frequently are – Did the resident appropriately use the chain of command? Was there adequate supervision by the upper level? • Cases may be referred to Medical Staff PRC from HS-PRC <p>Total Cases and frequency summarized.</p>		
Physician Orders for Life Sustaining Treatment (POLST) Pilot	<p>Dr. Walter Limehouse requested endorsement for pilot of POST in which he is on the steering committee of SC Coalition for Care of Serious illness (SCC-CSI) which is promoting POLST. Oregon developed the Physician Orders for Life Sustaining Treatment (POLST) model – a set of physician orders, discussed by a primary with the patient – both of whom sign the form, which documents patient directives regarding end-of-life care. States which implement POLST recognize the orders as valid across institutional barriers: home to nursing facilities to emergency departments to hospital admission. Current SC EMS-DNR orders relate only to the pre-hospital setting. Scott Lake is our POLST designated state coordinator. The SCC-CSI plans to call our version of the form POST. DHEC can authorize a pilot for the form without prior state legislation, as long as local hospitals and nursing homes agree to respect intent of the pilot – use of physician orders recognized as patient end-of-life directives valid across institutional boundaries.</p> <p>The next meeting of the Medical Executive Committee will be Wednesday, April 18, 2012 at 7:30am in 628CSB.</p>	Endorsed by MEC.	
Adjourned 8:45am			

Harry Clarke, MD, PhD, President of the Medical Staff

**AGREEMENTS ENTERED INTO BY THE MEDICAL UNIVERSITY HOSPITAL AUTHORITY
SINCE THE APRIL 2012 MEETING OF THE BOARD OF TRUSTEES**

Hospital Services - Any contract involving the exchange of Hospital services either for money or other services.

None

Managed Care - The Medical Center has entered a Managed Care Agreement with the following:

Blue Cross Blue Shield of South Carolina
Medical Mutual of Ohio
Value Options
Coventry Healthcare

Transplant Agreements - For the institution(s) listed below, the Medical Center Transplant Unit agrees to provide tissue typing and transplantation to those patients who are medically suitable and to follow those patients in the transplant clinic at MUSC.

None

Transfer Agreements - MUHA agrees to accept the admission of individuals requiring specialized care and meet certain criteria from the following facilities:

Mary Black Health System

Affiliation Agreements –

Grand Canyon University

Shared Services Agreements –

None

Medical University Hospital Authority
Construction Contracts - For Reporting
May 18, 2012

Metro Electric \$1,600,000.00
UH/CH Infrastructure Relocation
Provide labor, equipment, materials & supervision for the replacement for electrical feeder raceway & conductors.

Chastain Construction \$ 684,465.00
UH 5E Renovation
Provide phased renovation, including demolition and renovations, work on one floor.

Complete Building Corp \$ 581,027.00
UH Corridor Renovation
Provide renovations and modifications in area.

Chastain Construction \$ 266,615.00
UH/CH Breast PET/CT Installation
Provide construction services to renovation the existing Radiology space for the installation of PET & CT Equipment.

Carolina Refrigeration Services \$ 114,365.00
UH/CH Infrastructure Relocation
Provide and install 8 condensing units with new lines.

Metro Electric \$ 159,000.00
UH/CH Infrastructure Relocation
Provide labor, equipment, materials and supervision for phase 1 & 2 of electrical duct bank system work

NBM Construction \$ 198,203.00
UH 3rd Fl. MRI Replacement (Phase 1)
Provide renovation for equipment upgrade in area

Medical University Hospital Authority
Small Contracts - For Reporting
May 18, 2012

Alfred Williams & Co. \$ 60,427.85
UH 8 Center ICUs
Provide headwalls and footwalls in ICU units.

Innerface Architectural Signage \$ 50,000.00
FY12 Signage
Provide and install signage to MUHA/MUSC areas.

Image Resource \$ 50,000.00
FY12 Signage
Provide and install signage to MUHA/MUSC areas.

**Medical University of South Carolina
Board of Trustees
Policies and Procedures**

POLICY NAME: CODE OF CONDUCT			
APPROVED-BOARD OF TRUSTEES		DATE:	
EFFECTIVE DATE:	# OF PAGES	SECTION: AUDIT COMMITTEE (ITEM)	POLICY NUMBER: N/A
REPLACES POLICY: CODE OF CONDUCT MUSC – RESEARCH CODE OF CONDUCT		DATED: DECEMBER 9, 2005 APRIL 12, 2001	

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the Medical University of South Carolina, its agents or affiliates (including but not limited to the Medical University Hospital Authority, MUSC Physicians, Carolina Family Care, the MUSC Foundation, and the Foundation for Research and Development hereafter, collectively referred to as "MUSC"), including executive officers, faculty, staff, and other individuals employed by MUSC using MUSC resources or facilities, and volunteers and representatives acting as agents of MUSC (hereafter collectively referred to as "employees"). This Code of Conduct is not an attempt to define everything one should and should not do, but to communicate MUSC's expectations of proper conduct and what professional conduct MUSC values.

MUSC has the expectation of each employee to conduct all activities in compliance with all applicable laws and regulations and with the utmost ethical integrity. While the information that follows in this section is not all inclusive, it is indicative of important activities involving MUSC employees in their daily business and workplace operations.

Those acting on behalf of MUSC have a general duty to conduct themselves in a manner that will maintain and strengthen the public's trust and confidence in the integrity of MUSC and take no actions incompatible with their obligations to MUSC. Employees shall adhere to the applicable laws, rules, regulations and policies of governmental and institutional authorities. The failure to do so will be grounds for disciplinary action, up to and including termination of employment.

Employees are responsible for reporting any activity reasonably believed in violation of a law, rule, regulation and/or policy. This can be done through the employee's chain of command, the Compliance Office, the Office of Internal Audit, or via the Confidential Hotline at 1-800-296-0269 (toll-free, available 24 hours a day, seven days a week). MUSC will neither discriminate nor retaliate against any employee who reports in good faith any instance of conduct that does not comply or appear to comply with laws, rules, regulations and/or policies.

Ethical Standards

South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law") makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with MUSC/MUHA, unless certain exceptions apply. No provision of this policy supersedes the Ethics Law. The South Carolina Ethics Law can be found in its entirety at

<http://www.scstatehouse.gov/code/t08c013.php>.

Some general ethical standards that apply to MUSC employees are:

- No employee shall accept or solicit any gift, favor, or service that might reasonably appear to influence the employee in the discharge of duties.
- No employee shall disclose confidential information or use such information for his or her personal benefit.
- No employee shall make personal investments that could reasonably be expected to create a conflict between the employee's private interest and the public interest.
- No employee shall accept other outside or dual employment or compensation that could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- Sexual misconduct and sexual harassment are unacceptable behaviors. This includes verbal or physical conduct of a sexual nature.
- No employee shall misrepresent themselves or the institution in any way. This includes, but is not limited to, clinical or research documentation, submission of claims for reimbursement, submission of timesheets, and advertising of services.

Standards of Conduct

The attached grid is intended to be a resource for employees in a number of areas that are considered "standards of conduct." It is not considered an all-inclusive list of standards. The addendum will be periodically updated to reflect policy changes. Employees are responsible for ensuring they follow the most current policies.

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Access to Facilities and Services. The University is committed to complying with the provisions of the <i>Americans with Disabilities Act</i> and providing equal employment opportunities and equal access to all Health Science Center facilities and services for those with disabilities.	http://www.musc.edu/hrm2/policies/policy24.html	http://mcintranet.musc.edu/hr/documents/POLICY24-ADA.pdf https://www.musc.edu/medcenter/policy/Med/A029.pdf https://www.musc.edu/medcenter/policy/Med/C063.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.11.0_Americans_with_Disabilities_Act_ADA.pdf
Accuracy of Records. All records (medical, operational, financial, etc.) should be maintained in accordance with applicable laws and policies. No one may alter or falsify information on any record or document.		https://www.musc.edu/medcenter/policy/Med/A083.pdf https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/uma/compliance/C001.pdf http://mcintranet.musc.edu/uma/compliance/C002.pdf
Billing Compliance. All claims for reimbursement made by or on behalf of University's physicians and other healthcare practitioners and services shall adhere to applicable laws, regulations, and University policies. The institution will follow all legal and regulatory guidelines for billing services. The University shall collect only those amounts to which the institution is entitled, and promptly refund amounts billed and/or collected in error.		https://www.musc.edu/medcenter/policy/Med/A088.pdf	http://mcintranet.musc.edu/uma/compliance/plan.htm#VI
Computer Information Security.	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	https://www.musc.edu/medcenter/policy/Med/A035.pdf http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/
Computer Use.	http://www.musc.edu/inforesources/cup.html http://www.musc.edu/hrm2/policies/policy12.html	http://www.musc.edu/inforesources/cup.html	http://www.musc.edu/inforesources/cup.html http://mcintranet.musc.edu/uma/hr/policies/P.33.0_Electronic_Communications.pdf
Confidential Information. Confidential information about MUSC's students, patients, employees, and operations must not be shared with others, inside or outside the institution, unless the individuals have a legitimate need to know. Confidential information shall be shared in accordance with applicable laws, regulations, policies, and procedures.	http://www.musc.edu/security/policy/	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Conflicts of Interest.	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_Policy_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_Policy_Signed.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf	http://mcintranet.musc.edu/um_a/hr/policies/P.16.0_Ethics_and_Conflicts_of_Interest.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf
Contacts with the Media. It is the responsibility of Public Relations to represent the MUSC community with the media. Members of the Public Relations team are available to assist faculty, staff, students, and administrators in understanding an inquiry from a reporter prior to responding. They are qualified to assist MUSC staff in making educated decisions about how to provide commentary on a particular topic. Employees are encouraged to send the reporter to PR first, before deciding to comment or making arrangements for an interview. This step is not meant to block interviews; it is meant to protect the university and individuals from bad experiences and/or press in the media. ...	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html
Contracts and Agreements.		https://www.musc.edu/medcenter/policy/Med/A013.pdf	
Drug-Free Workplace.	http://www.musc.edu/hrm2/policies/policy47.html	http://mcintranet.musc.edu/hr/documents/POLICY47-DRUGFREEWORKPLACE.pdf	http://mcintranet.musc.edu/um_a/hr/policies/P.29.0_Drug_Free_Workplace.pdf
Dual Employment/Added Source/Secondary Employment.	http://www.musc.edu/hrm2/policies/policy38.html	http://mcintranet.musc.edu/hr/documents/POLICY38-SECONDARYEMPLOYMENT.pdf	http://mcintranet.musc.edu/um_a/hr/policies/P.45.0_Secondary_Employment.pdf
Equal Employment Opportunity.	http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html http://www.dol.gov/whd/flsa/	http://mcintranet.musc.edu/hr/documents/EEO_Policy_Statement.pdf http://www.dol.gov/whd/flsa/	http://mcintranet.musc.edu/um_a/hr/policies/P.02.0_Equal_Employment_Opportunity.pdf
Fair Labor Standards Act.			
Family and Medical Leave Act.	http://www.musc.edu/hrm2/policies/policy30.html	http://mcintranet.musc.edu/hr/documents/POLICY30-FMLA.pdf	http://mcintranet.musc.edu/um_a/hr/policies/P.22.0_Family_and_Medical_Leave_Act_FMLA.pdf
Fraud, Waste, and Abuse.		https://www.musc.edu/medcenter/policy/Med/A067.pdf	
Intellectual Property.	http://www.musc.edu/hrm2/policies/policy43.html		
Copyright Compliance.	http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/inforesources/cup.html		
Research Integrity.	http://research.musc.edu/ori/index.html		
Records Retention.	http://arm.scdah.sc.gov/NR/rdonlyres/3DD568B6-A1FA-4667-AD7E-C60EBC5C934A/0/genskedSCU.pdf	https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/um_a/compliance/C001.pdf

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Sexual Harassment and Sexual Misconduct.	http://www.musc.edu/hrm2/policies/policy46.html	http://mcintranet.musc.edu/hr/documents/POLICY46-SEXUALHARASSMENT.pdf	http://mcintranet.musc.edu/uma/hr/policies/p.32.0_Anti_Harassment.pdf
Standards of Behavior.	http://www.musc.edu/hrm2/policies/Policy03.htm	http://mcintranet.musc.edu/hr/documents/POLICY12-STANDARDSOFBEHAVIOR.pdf	
Timekeeping.	http://www.musc.edu/hrm2/policies/policy29.html	http://mcintranet.musc.edu/hr/documents/POLICY29-TIMEANDATTENDANCEREPORTING.pdf http://mcintranet.musc.edu/hr/documents/POLICY11-TARDINESS.pdf	http://mcintranet.musc.edu/uma/hr/policies/p.17.0_Work_Schedules_and_Timekeeping.pdf
Use of State-Owned Property.	http://www.musc.edu/hrm2/policies/policy45.html		
Workplace Health and Safety.	http://www.musc.edu/hrm2/policies/policy02.html	https://www.musc.edu/medcenter/eoc/safety/Management%20Plan%20-%20Safety.pdf https://www.musc.edu/medcenter/eoc/policy/toc.html	http://mcintranet.musc.edu/uma/hr/policies/p.29.0_Drug_Free_Workplace.pdf http://mcintranet.musc.edu/uma/hr/policies/p.08.0_Employee_Health_and_Safety.pdf
Workplace Violence.	http://www.musc.edu/hrm2/policies/policy40.html	https://www.musc.edu/medcenter/policy/Med/A052.pdf	http://mcintranet.musc.edu/uma/hr/policies/p.31.0_Violence_in_the_Workplace.pdf

CODE OF CONDUCT

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the Medical University of South Carolina, its agents or affiliates (including but not limited to the Medical University Hospital Authority, MUSC Physicians, Carolina Family Care, the MUSC Foundation, and the Foundation for Research Development hereafter, collectively referred to as "MUSC"), including executive officers, faculty, staff, and other individuals employed by MUSC using MUSC resources or facilities, and volunteers and representatives acting as agents of MUSC (hereafter collectively referred to as "employees").

This Code of Conduct is not an attempt to define everything one should and should not do, but to communicate MUSC's expectations of proper conduct and what professional conduct MUSC values.

MUSC has the expectation of each employee to conduct all activities in compliance with all applicable laws and regulations and with the utmost ethical integrity. While the information that follows in this section is not all inclusive, it is indicative of important activities involving MUSC employees in their daily business and workplace operations.

Those acting on behalf of MUSC have a general duty to conduct themselves in a manner that will maintain and strengthen the public's trust and confidence in the integrity of MUSC and take no actions incompatible with their obligations to MUSC. Employees shall adhere to the applicable laws, rules, regulations and policies of governmental and institutional authorities. The failure to do so will be grounds for disciplinary action, up to and including termination of employment.

Employees are responsible for reporting any activity reasonably believed in violation of a law, rule, regulation and/or policy. This can be done through the employee's chain of command, the Compliance Office, the Office of Internal Audit, or via the Confidential Hotline at 1-800-296-0269 (toll-free, available 24 hours a day, seven days a week). MUSC will neither discriminate nor retaliate against any employee who reports in good faith any instance of conduct that does not comply or appear to comply with laws, rules, regulations and/or policies.

Ethical Standards

South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law") makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with MUSC/MUHA, unless certain exceptions apply. No provision of this policy supersedes the Ethics Law. The South Carolina Ethics Law can be found in its entirety at <http://www.scstatehouse.gov/code/t08c013.php>.

Some general ethical standards that apply to MUSC employees are:

- No employee shall accept or solicit any gift, favor, or service that might reasonably appear to influence the employee in the discharge of duties.
- No employee shall disclose confidential information or use such information for his or

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her personal benefit.

- No employee shall make personal investments that could reasonably be expected to create a conflict between the employee's private interest and the public interest.
- No employee shall accept other outside or dual employment or compensation that could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- Sexual misconduct and sexual harassment are unacceptable behaviors. This includes verbal or physical conduct of a sexual nature.
- No employee shall misrepresent themselves or the institution in any way. This includes, but is not limited to, clinical or research documentation, submission of claims for reimbursement, submission of timesheets, and advertising of services.

Standards of Conduct

The attached grid is intended to be a resource for employees in a number of areas that are considered "standards of conduct." It is not considered an all-inclusive list of standards. The addendum will be periodically updated to reflect policy changes. Employees are responsible for ensuring they follow the most current policies.

Addendum Code of Conduct

<u>Standard</u>	<u>MUSC Policy</u>	<u>MUHA Policy</u>	<u>UMA Policy</u>
<u>Access to Facilities and Services.</u> The University is committed to complying with the provisions of the <i>Americans with Disabilities Act</i> and providing equal employment opportunities and equal access to all Health Science Center facilities and services for those with disabilities.	http://www.musc.edu/hrm2/policies/policy24.html	http://mcintranet.musc.edu/hr/documents/POLICY24-ADA.pdf https://www.musc.edu/medcenter/policy/Med/A029.pdf https://www.musc.edu/medcenter/policy/Med/C063.pdf	http://mcintranet.musc.edu/um/a/hr/policies/p.11.0_Americans_with_Disabilities_Act_ADA.pdf
<u>Accuracy of Records.</u> All records (medical, operational, financial, etc.) should be maintained in accordance with applicable laws and policies. No one may alter or falsify information on any record or document.		https://www.musc.edu/medcenter/policy/Med/A083.pdf https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/um/a/compliance/C001.pdf http://mcintranet.musc.edu/um/a/compliance/C002.pdf
<u>Billing Compliance.</u> All claims for reimbursement made by or on behalf of University's physicians and other healthcare practitioners and services shall adhere to applicable laws, regulations, and University policies. The institution will follow all legal and regulatory guidelines for billing services. The University shall collect only those amounts to which the institution is entitled, and promptly refund amounts billed and/or collected in error.		https://www.musc.edu/medcenter/policy/Med/A088.pdf	http://mcintranet.musc.edu/um/a/compliance/plan.htm#VI
<u>Computer Information Security.</u>	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	https://www.musc.edu/medcenter/policy/Med/A035.pdf http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/
<u>Computer Use.</u>	http://www.musc.edu/inforesources/cup.html http://www.musc.edu/hrm2/policies/policy12.html	http://www.musc.edu/inforesources/cup.html	http://www.musc.edu/inforesources/cup.html http://mcintranet.musc.edu/um/a/hr/policies/p.33.0_Electronic_Communications.pdf
<u>Confidential Information.</u> Confidential information about MUSC's students, patients, employees, and operations must not be shared with others, inside or outside the institution, unless the individuals have a legitimate need to know. Confidential information shall be shared in accordance with applicable laws, regulations, policies, and procedures.	http://www.musc.edu/security/policy/	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf	https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf

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<u>Conflicts of Interest.</u>		http://academicdepartments.musc.edu/provost/pdf/COI_BOI_Policy_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOI_Policy_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOI_Policy_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOI_Policy_Signed.pdf
<u>Conflicts with the Media.</u> It is the responsibility of Public Relations to represent the MUSC community with the media. Members of the Public Relations team are available to assist faculty, staff, students, and administrators in understanding an inquiry from a reporter prior to responding. They are qualified to assist MUSC staff in making educated decisions about how to provide commentary on a particular topic. Employees are encouraged to send the reporter to PR first, before deciding to comment or making arrangements for an interview. This step is not meant to block interviews; it is meant to protect the university and individuals from bad experiences and/or press in the media. ...		http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html
<u>Contracts and Agreements.</u>					
<u>Drug-Free Workplace.</u>		http://www.musc.edu/hrm2/policies/policy47.html	http://www.musc.edu/hrm2/policies/policy47.html	http://www.musc.edu/hrm2/policies/policy47.html	http://www.musc.edu/hrm2/policies/policy47.html
<u>Dual Employment/Added Source/Secondary Employment.</u>		http://www.musc.edu/hrm2/policies/policy38.html	http://www.musc.edu/hrm2/policies/policy38.html	http://www.musc.edu/hrm2/policies/policy38.html	http://www.musc.edu/hrm2/policies/policy38.html
<u>Equal Employment Opportunity.</u>		http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html	http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html	http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html	http://academicdepartments.musc.edu/eoo/policies/non_discrimination.html
<u>Fair Labor Standards Act.</u>		http://www.dol.gov/whd/flsa/	http://www.dol.gov/whd/flsa/	http://www.dol.gov/whd/flsa/	http://www.dol.gov/whd/flsa/
<u>Family and Medical Leave Act.</u>		http://www.musc.edu/hrm2/policies/policy30.html	http://www.musc.edu/hrm2/policies/policy30.html	http://www.musc.edu/hrm2/policies/policy30.html	http://www.musc.edu/hrm2/policies/policy30.html
<u>Fraud, Waste, and Abuse.</u>					
<u>Intellectual Property.</u>		http://www.musc.edu/hrm2/policies/policy43.html	http://www.musc.edu/hrm2/policies/policy43.html	http://www.musc.edu/hrm2/policies/policy43.html	http://www.musc.edu/hrm2/policies/policy43.html
<u>Copyright Compliance.</u>		http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/inforesources/cup.html	http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/inforesources/cup.html	http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/inforesources/cup.html	http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/inforesources/cup.html

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Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
<u>Research Integrity.</u>	http://research.musc.edu/ori/index.html		http://mcintranet.musc.edu/uma/compliance/C001.pdf
<u>Records Retention.</u>	http://arm.scdah.sc.gov/NR/rdonlyres/3DD568B6-A1FA-4667-AD7E-C60EBC5C934A/0/genskedSCU.pdf	https://www.musc.edu/medcenter/policy/Med/A082.pdf	
<u>Sexual Harassment and Sexual Misconduct.</u>	http://www.musc.edu/hrm2/policies/policy46.html	http://mcintranet.musc.edu/hr/documents/POLICY46-SEXUALHARASSMENT.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.32.0.Anti_Harassment.pdf
<u>Standards of Behavior.</u>	http://www.musc.edu/hrm2/policies/Policy03.htm	http://mcintranet.musc.edu/hr/documents/POLICY12-STANDARDSOFBEHAVIOR.pdf	
<u>Timekeeping.</u>	http://www.musc.edu/hrm2/policies/policy29.html	http://mcintranet.musc.edu/hr/documents/POLICY29-TIMEANDATTENDANCEREPORTING.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.17.0.Work_Schedules_and_Timekeeping.pdf
<u>Use of State-Owned Property.</u>	http://www.musc.edu/hrm2/policies/policy45.html		
<u>Workplace Health and Safety.</u>	http://www.musc.edu/hrm2/policies/policy02.html	https://www.musc.edu/medcenter/eoc/safety/Management%20Plan%20-%20Safety.pdf https://www.musc.edu/medcenter/eoc/policy/toc.html	http://mcintranet.musc.edu/uma/hr/policies/P.29.0.Drug_Free_Workplace.pdf http://mcintranet.musc.edu/uma/hr/policies/P.08.0.Employee_Health_and_Safety.pdf
<u>Workplace Violence.</u>	http://www.musc.edu/hrm2/policies/policy40.html	https://www.musc.edu/medcenter/policy/Med/A052.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.31.0.Violence_in_the_Workplace.pdf

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Acknowledgement
I read the MUSC Code of Conduct and understand the contents pertain to all faculty, staff, employees and agents of MUSC. I understand that I am expected to adhere to this Code of Conduct and failure to do so will subject me to disciplinary action, up to and including suspension or termination. In addition, I understand there is also a range of penalties which can apply to individuals or organizations for violation of applicable Federal and State laws and regulatory requirements.

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Department

Signature

Date

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Medical University of South Carolina
Code of Conduct

Introduction

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With regard to professional conduct, those acting on behalf of MUSC should practice:

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Integrity by maintaining an ongoing dedication to honesty and responsibility;

Trustworthiness by acting in a reliable and dependable manner;

Evenhandedness by treating others with impartiality;

Respect by treating others with civility and decency;

Stewardship by exercising custodial responsibility

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MUSC academic, intellectual, financial, and material assets and resources;

Compliance by following Federal and State laws and regulations and MUSC policies and procedures related to their duties and responsibilities;

Confidentiality by protecting the integrity and security of MUSC information such as patient records, employees files, student records, and contract negotiation documents;

Reporting any activity reasonably believed to violate Federal or State laws or regulations or MUSC policies or procedures.

Reporting Possible Violations

Report

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, or any Federal or State healthcare requirement by means

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Federal or State laws and regulations or MUSC policies and procedures. A MUSC member has the right to remain anonymous, as allowed by law, and to use confidential mechanisms provided by MUSC to disclose non-compliant activity without fear of retaliation of such reports.

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MEDICAL UNIVERSITY OF SOUTH CAROLINA

REGULAR AGENDA

Board of Trustees Meeting
Thursday, May 17, 2012
101 Colcock Hall

Members of the Board of Trustees

Thomas L. Stephenson, Esquire, Chairman
Dr. James E. Wiseman, Jr., Vice Chairman
Dr. Stanley C. Baker, Jr.
Mr. William H. Bingham, Sr.
Dr. Cotesworth P. Fishburne, Jr.
Mr. William B. Hewitt

Dr. Harold W. Jablon
Dr. Donald R. Johnson II
Dr. E. Conyers O'Bryan, Jr.
Mr. Charles W. Schulze
The Honorable Robin M. Tallon
Dr. Thomas C. Rowland, Jr.
Dr. Charles B. Thomas, Jr.

Trustees Emeriti

Mrs. Margaret M. Addison
Dr. Charles B. Hanna
The Honorable Robert C. Lake, Jr.
Mrs. Claudia W. Peeples
Mr. Allan E. Stalvey

Item 1. Call to Order-Roll Call.

Item 2. Secretary to Report Date of Next Meeting.

Regular Meeting: Friday, August 10, 2012

Item 3. Approval of Minutes of the Regular Meeting of the Medical University of South Carolina Board of Trustees of April 13, 2012.

Board Action:

RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT

OLD BUSINESS:

NEW BUSINESS:

Item 4. General Informational Report of the President.

Statement: Dr. Greenberg will present a general report.

Recommendation of Administration: That this report be received as information.

Board Action:

Item 5. Other Business.

RESEARCH AND INSTITUTIONAL ADVANCEMENT COMMITTEE. CHAIRMAN: DR. COTESWORTH P. FISHBURNE, JR.

OLD BUSINESS:

NEW BUSINESS:

Item 6. General Report of the Associate Provost for Research.

Statement: Dr. Steve Lanier will report on research activities.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 7. General Report of the Vice President for Development.

Statement: Mr. Jim Fisher will provide a general report on institutional advancement activities.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 8. General Report of the CEO of the MUSC Foundation.

Statement: Mr. Tom Anderson will provide a general report on the MUSC Foundation's activities.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 9. General Report of the Executive Director of the MUSC Foundation for Research Development.

Statement: Mr. Robert Donato will provide a general report on the MUSC Foundation for Research Development's activities.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 10. Other Committee Business.

EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: Dr. E. CONYERS O'BRYAN

OLD BUSINESS:

NEW BUSINESS:

Item 11. General Report of the Vice President for Academic Affairs and Provost.

Statement: A general report will be given by Dr. Mark Sothmann.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 12. Report of VP for Medical Affairs and Dean, College of Medicine.

Statement: Dean Etta Pisano will present a general report.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee:

Board Action:

Item 13. Other Committee Business.

CONSENT AGENDA ITEMS FOR APPROVAL:

Item 14. Conferring of Degrees.

Item 15. Faculty Appointments.

Item 16. Changes in Faculty Status.

Item 17. Revisions to the University Conflict of Interest Policy.

Item 18. Institutional Conflict of Interest Policy.

FINANCE AND ADMINISTRATION COMMITTEE. CHAIRMAN: MR. CHARLES W. SCHULZE

OLD BUSINESS:

NEW BUSINESS:

Item 19. Financial Status Report of the Medical University of South Carolina.

Statement: Mr. Patrick Wamsley will report on the financial status of the Medical University of South Carolina.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 20. Financial Status Report of MUSC Physicians.

Statement: A report on the financial status of MUSC Physicians will be presented by Ms. Gina Ramsey.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 21. Financial Status Report of the MUSC Foundation for Research Development.

Statement: Ms. Michelle Garbiras will report on the financial status of the MUSC Foundation for Research Development.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 22. Other Committee Business.

UNIVERSITY PHYSICAL FACILITIES COMMITTEE. CHAIRMAN: MR. WILLIAM H. BINGHAM, SR.

OLD BUSINESS:

NEW BUSINESS:

Item 23. Update on Projects.

Statement: Mr. John Malmrose will present an update on Medical University of South Carolina facilities projects.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee:

Board Action:

Item 24. Other Committee Business.

CONSENT AGENDA ITEMS FOR INFORMATION:

Item 25. Facilities Contracts Awarded.

MEDICAL UNIVERSITY OF SOUTH CAROLINA AUDIT COMMITTEE, CHAIRMAN: Mr. WILLIAM B. HEWITT.

OLD BUSINESS:

NEW BUSINESS:

Item 26. Entrance Conference with KPMG.

Statement: The Audit Committee will hold an entrance conference with the external audit firm of KPMG.

Recommendation of Administration: That the entrance conference be received as information.

Recommendation of Committee:

Board Action:

Item 27. Report of the Office of Internal Audit.

Statement: Ms. Susan Barnhart will report on the activities of the Office of Internal Audit.

Recommendation of Administration: That this be received as information.

Recommendation of Committee:

Board Action:

Item 28. Other Committee Business.

CONSENT ITEM FOR APPROVAL:

Item 29. Revisions to the Code of Conduct.

OTHER BUSINESS FOR THE BOARD OF TRUSTEES:

Item 30. Approval of Consent Agenda.

Statement: Approval of the Consent Agenda is requested.

Recommendation of Administration: That the consent agenda be approved.

Board Action:

Item 31. New Business for the Board of Trustees.

Item 32. Report from the Chairman.

**Board of Trustees
Medical University of South Carolina
Research and Institutional Advancement Committee
Office of Development
May 17, 2012**

Through April 25, 2012, the Medical University of South Carolina has received over \$42 million in new gifts and pledges. In addition to the \$42 million, we have over \$25 million in pending verbal commitments, which we are focused on closing prior to June 30, 2012. Furthermore, we have \$3,250,000 in additional solicitations planned prior to the end of April.

The following highlights reflect key accomplishments that have occurred since the April meeting of the Board of Trustees:

COLLEGE OF PHARMACY

- We are approaching final discussions with a donor regarding an 8-figure gift to the College of Pharmacy Building Campaign. This planned gift will be structured to include both a trust and a bequest and we are optimistic that this commitment will be finalized within the next six months.
- Additionally, the College of Pharmacy received a verbal commitment of \$225,000 from Jan Childress, which is also designated for the College of Pharmacy Building Campaign.

CHILDREN'S HOSPITAL

- Nucor held its 12th annual golf tournament at Seabrook Island and raised over \$305,000 in support of the Children's Hospital Fund. Since its inception, this annual tournament has generated in excess of \$2.9 million for the benefit of the Children's Hospital.
- Additionally, the Children's Hospital received a generous gift of \$200,000 from Select Health.

DEPARTMENT OF MEDICINE

- The Spaulding-Paolozzi Foundation has requested that we submit a \$1 million proposal in support of the Autoimmunity Center of Excellence, which is part of MUSC's newly established Smart State Center for Inflammation and Fibrosis Research.

- To date we have raised close to \$700,000 toward our \$1million goal to establish the John A. Colwell Endowed Chair in Diabetes. This endowed chair will allow us to recruit a Director to lead the Colwell Diabetes Research Center.
- The Division of Pulmonary and Critical Care Medicine has launched a campaign to establish the Steven A. Sahn, MD. Distinguished Visiting Professorship.
- Bill and Betty Tysinger of Greer, SC, have established the John and Jeff Tysinger Patient Assistance Fund, which will support cystic fibrosis patients and their families. The Tysingers established this fund in honor and memory of their two sons and their lives and fight against cystic fibrosis.

DEPARTMENT OF DERMATOLOGY

- Former MUSC Foundation board member, Teddy Feldberg, has committed \$100,000 to establish an endowed lectureship in dermatologic surgery. This gift was given in honor of faculty member and alumnus Dr. Joel Cook.

WOMEN AND CHILDREN'S HOSPITAL

- Three nationally based fundraising consulting firms were recently interviewed on campus. We are seeking outside counsel to assist with our plans to conduct a fundraising feasibility study to determine a viable philanthropy goal for the new Women and Children's Hospital.

ALUMNI AFFAIRS

- Becky Dornisch, Director of Annual Giving, assumed the role of Interim Executive Director of Alumni Affairs on April 15th.

**Board of Trustees
Medical University of South Carolina
Research and Institutional Advancement Committee
Office of Alumni Affairs
May 17, 2012**

COLLEGE OF MEDICINE

• **Homecoming Weekend: April 20-21, 2012**

A very successful homecoming weekend was held with 300+ attending (including 118 students). The activities began on Friday evening with a Dean's Reception at Charleston Visitor's Center for Society of 1824 members and the alumni association board. Alumni and students later gathered that evening for a casual oyster roast and "low-country boil." On Saturday morning, the Board of Directors' meeting was held followed by the annual awards. College of Medicine reunion classes for 1952, 1967, 1972, 1977, 1982, 1987, 1992, 2002 and 2007 held special gatherings on Saturday evening at various locations around Charleston and Mt. Pleasant.

Distinguished Alumnus awards were presented to: Dr. S. Wright Caughman ('79) and Dr. J. J. Britton ('62).

GOLDEN GRADS

• Golden Grads' classes are planning for their homecoming during the week of Commencement, May 17-18, 2012. Representatives from the Office of Planned Giving have been invited to participate in Golden Grads events as well as development officers and deans from respective colleges.

NEW ALUMNI PROGRAMMING

• The MUSC specialty license plate has been approved by the SC Department of Transportation and plates are currently on sale for \$70 and are being advertised through reunions and to new graduates. A portion of the fee (\$40) will be returned to the Office of Alumni Affairs for student scholarships. Before the first plate can be issued, we must sell 100 and we are currently at 31 pre-sales.

**THE MEDICAL UNIVERSITY OF SOUTH CAROLINA
FINANCIAL REPORTS**

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The Medical University of South Carolina and Affiliated Organizations
Statement of Net Assets
As of March 31, 2012

Assets & Deferred Outflows

	University	Area Health Education Consortium	Hospital Authority	MUSC Physicians (UMA)	Facilities Corporation	CHS Development Company	Foundation for Research Development
Cash and Cash Equivalents	\$ 129,506,668	\$ 615,064	\$ 44,079,292	\$ 75,526,061	\$ -	\$ -	\$ 1,396,687
Cash and Cash Equivalents - Restricted	31,596,353	-	78,930,329	-	2,026,093	1,432,612	-
State Appropriation Receivable	13,305,904	6,253,854	-	-	-	-	-
Patient Receivable, net	-	-	162,434,288	33,734,421	-	-	-
Third Party Payor Receivable	-	-	15,949,088	-	-	-	-
Student Tuition and Fees Receivable	241,956	-	-	-	-	-	-
Student Loan Receivable	14,495,520	-	-	-	-	-	-
Grants and Contracts Receivable	57,136,445	359,884	-	-	-	-	-
Capital Improvement Bond Proceeds Receivable	1,433,277	-	-	-	-	-	435,738
Capital Lease Receivable	-	-	-	-	-	-	-
Other Receivables	1,070,371	-	15,807,768	-	7,680,594	18,512,220	-
Inventories	-	-	18,463,462	-	7,566	-	2,185
Investments	-	-	-	-	-	-	-
Prepaid Items	11,204,059	-	-	90,083,065	318,389	3,203,829	292,652
Capital Assets, net of Accumulated Depreciation	585,956,062	-	18,134,282	8,692,203	-	1,841,636	39,697
Due from Hospital Authority	-	-	503,776,781	64,271,985	-	-	2,937
Due from Other Funds	75,091,137	-	-	5,101,137	-	-	-
Bond Issue Costs	788,373	-	8,023,540	1,288,336	-	-	-
Derivative Instruments Fair Value / Deferred Outflows	-	-	15,039,201	557,162	107,615	715,070	-
Other Assets	-	-	3,731,399	3,656,922	161,857	-	-
	<u>\$ 921,826,125</u>	<u>\$ 7,228,802</u>	<u>\$ 884,369,430</u>	<u>\$ 287,057,570</u>	<u>\$ 10,302,114</u>	<u>\$ 25,705,367</u>	<u>\$ 2,169,896</u>

Total Assets & Deferred Outflows

Liabilities & Deferred Inflows

Accounts Payable	\$ 12,109,544	\$ -	\$ 32,679,135	\$ (150)	\$ -	\$ -	\$ 977,213
Accrued Payroll and Other Payroll Liabilities	6,104,236	-	34,426,168	6,925,617	-	-	-
Accrued Compensated Absences	26,837,139	161,749	26,653,264	3,218,285	-	-	-
Deferred Revenue	40,216,439	2,121,284	764,361	-	12,653	-	-
Retainages Payable	2,716,933	-	-	-	-	-	-
Long-Term Debt	191,804,818	-	441,867,880	66,967,376	8,501,000	24,552,734	-
Interest Payable	1,531,465	-	2,830,831	-	213,244	283,850	-
Deposits Held for Others	3,845,199	163,007	-	-	-	-	-
Due to Hospital Authority	8,023,490	50	-	1,131,075	-	-	-
Due to Other Funds	1,154,682	-	5,571,647	-	-	-	-
Federal Loan Program Liability	13,980,249	-	-	-	-	-	57,048
Derivative Instruments Fair Value / Deferred Inflows	-	-	3,731,399	1,960,922	161,857	-	-
Other Liabilities	19,846,891	5,289	2,631,120	9,081,407	-	-	-
	<u>\$ 328,171,085</u>	<u>\$ 2,451,379</u>	<u>\$ 551,155,805</u>	<u>\$ 89,284,532</u>	<u>\$ 8,888,754</u>	<u>\$ 24,836,584</u>	<u>\$ 1,164,930</u>

Total Liabilities & Deferred Inflows

Net Assets

	<u>\$ 593,655,040</u>	<u>\$ 4,777,423</u>	<u>\$ 333,213,625</u>	<u>\$ 197,773,038</u>	<u>\$ 1,413,360</u>	<u>\$ 868,783</u>	<u>\$ 1,004,966</u>
Total Liabilities & Deferred Inflows and Net Assets	<u>\$ 921,826,125</u>	<u>\$ 7,228,802</u>	<u>\$ 884,369,430</u>	<u>\$ 287,057,570</u>	<u>\$ 10,302,114</u>	<u>\$ 25,705,367</u>	<u>\$ 2,169,896</u>

The Medical University of South Carolina and Affiliated Organizations
Statement of Revenues, Expenses and Changes in Net Assets
For the Nine (9) Month Period Ending March 31, 2012

	University	Area Health Education Consortium	Hospital Authority	MUSC Physicians (UMA)	Facilities Corporation	CHS Development Company	Foundation for Research Development
Operating Revenues							
Student Tuition and Fees	\$ 62,765,839	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Grants and Contracts	106,564,288	383,653	-	-	-	-	-
State Grants and Contracts	4,689,304	602,249	-	-	-	-	787,500
Local Government Grants and Contracts	11,050	-	-	-	-	-	-
Nongovernmental Grants and Contracts	18,397,448	250,000	-	-	-	-	552,659
Sales and Services to Hospital Authority	65,610,875	-	-	-	-	-	-
Sales and Services of Educational and Other Activities	45,540,831	11,808	-	-	-	-	61,115
Patient Services, net	-	-	771,839,938	200,441,411	-	-	-
Ambulatory Care and Primary Care Support	-	-	-	6,154,014	-	-	-
Sales and Services of Auxiliary Enterprises	9,002,597	-	-	-	-	-	-
Interest Income	-	-	-	-	530,449	690,877	-
Other Operating Revenues	11,395,646	569,320	14,636,201	6,582,997	-	-	2,055,953
Total Operating Revenues	323,977,878	1,817,030	786,476,139	213,178,422	530,449	690,877	3,457,227
Operating Expenses							
Compensation and Employee Benefits	239,805,527	1,664,922	342,075,473	-	-	-	521,026
Services and Supplies	134,781,291	4,361,990	372,459,926	-	950	-	2,305,879
Utilities	10,376,428	-	-	-	-	-	-
Scholarships and Fellowships	10,575,798	-	-	-	-	-	-
Refunds to Grantors	349,779	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-	-
Depreciation and Amortization	26,529,329	-	41,564,244	2,113,519	414,882	881,681	-
Unclassified Operating Expenses	-	-	-	173,133,922	47,927	162,792	3,126
Total Operating Expenses	422,418,152	6,026,912	756,099,643	175,247,441	463,759	1,044,473	2,830,031
Operating Income (Loss)	(98,440,274)	(4,209,882)	30,376,496	37,930,981	66,690	(353,596)	627,196
Nonoperating Revenues (Expenses)							
State Appropriations - MUHA	14,140,280	-	-	-	-	-	-
State Appropriations	42,417,209	6,363,852	-	-	-	-	-
Gifts and Grants Received	7,946,032	-	-	-	-	-	-
Gifts Made	-	-	-	-	-	-	-
Investment Income	(3,653,641)	-	-	(5,661,193)	-	-	-
Interest Expense	(6,996,714)	-	1,707,497	480,194	-	-	-
Gain (Loss) on Disposal of Capital Assets	(236,585)	-	(19,079,284)	(3,254,537)	-	-	14,867
Transfers From (To) Other State Agencies	(86,588)	-	-	6,487	-	-	-
Other Nonoperating Revenues (Expenses), net	(30,417)	(4,863)	-	-	-	-	-
Net Nonoperating Revenues (Expenses)	53,499,576	6,358,989	(17,371,787)	3,215,667	-	-	-
Income (Loss) Before Other Revenues, Expenses, Gains, Losses and Transfers	(44,940,698)	2,149,107	13,004,709	32,717,599	66,690	(353,596)	642,063
Capital Appropriations	12,144,064	-	-	-	-	-	-
Capital Grants and Gifts	2,522,483	-	-	-	-	-	-
Additions to Permanent Endowments	5,677,918	-	-	-	-	-	-
Transfers From (To) MUSC Physicians (UMA)	39,180,776	-	-	(39,180,776)	-	-	-
Transfers From (To) AHEC	(2,521)	2,521	-	-	-	-	-
Transfers From (To) CHS Development	(517,688)	-	-	-	-	-	-
Transfers From (To) Facilities Corporation	18,255	-	-	-	-	517,688	-
Transfer to Debt Service and Equity Deficits	-	-	-	13,479,354	(18,255)	-	-
Expenses Related to DHHS Supplemental Revenue	-	-	-	(7,413,645)	-	-	-
Increase (Decrease) in Net Assets	\$ 14,082,589	\$ 2,151,628	\$ 13,004,709	\$ (397,468)	\$ 48,435	\$ 164,092	\$ 642,063

The Medical University of South Carolina
Budgeted Funds Comparison to Budget
For the period ending March 31, 2012

	Budget	Prorated Budget (Note)	Actual	Variance
REVENUES				
State				
State Appropriations	55,680,471	41,760,353	42,417,209	656,856 F
State Appropriations - MUHA	18,628,620	13,971,465	14,140,280	168,815 F
State Grants & Contracts	6,441,243	4,830,932	4,689,304	(141,628) U
Total State	80,750,334	60,562,750	61,246,793	684,043 F
Federal				
Federal Grants & Contracts	121,690,200	91,267,650	80,804,976	(10,462,674) U
Federal Grants Indirect Cost Recoveries	36,323,131	27,242,348	25,759,312	(1,483,036) U
Total Federal	158,013,331	118,509,998	106,564,288	(11,945,710) U
Other				
Private Grants & Contracts	20,103,852	15,077,889	16,054,367	976,478 F
Private Grants Indirect Cost Recoveries	3,168,643	2,376,482	2,354,132	(22,350) U
MUSC Foundation Gifts and Grants	9,598,213	7,198,660	7,946,032	747,372 F
Tuition and Fees	77,921,611	61,059,363	62,765,839	1,706,476 F
Sales and Services of Educational Departments	57,491,598	43,118,699	45,540,831	2,422,132 F
Sales and Services of Auxiliary Enterprises	11,858,138	8,893,604	9,002,597	108,993 F
Interest and Investment Income	118,841	89,131	38,654	(50,477) U
Endowment Income	971,966	728,975	542,587	(186,388) U
Miscellaneous	7,994,718	5,996,039	7,293,598	1,297,559 F
Miscellaneous - Residents	4,230,340	3,172,755	3,600,422	427,667 F
Authority Revenue	56,568,402	42,426,302	41,256,321	(1,169,981) U
Authority Revenue - Residents	38,795,885	29,096,914	29,422,180	325,266 F
Intra-Institutional Transfers	34,175,053	25,631,290	28,480,974	2,849,684 F
Total Other	322,997,260	244,866,103	254,298,534	9,432,431 F
Total Revenues	561,760,925	423,938,851	422,109,615	(1,829,236) U
EXPENDITURES				
Instruction	116,089,466	87,067,100	87,363,153	(296,053) U
Instruction - Residents	42,989,578	32,242,184	34,098,285	(1,856,101) U
Instruction - MUHA	18,628,620	13,971,465	14,140,280	(168,815) U
Research	180,850,015	135,637,511	131,200,594	4,436,917 F
Public Service	48,360,793	36,270,595	34,512,559	1,758,036 F
Academic Support	38,236,219	28,677,164	28,428,070	249,094 F
Student Services	8,282,026	6,211,520	6,258,978	(47,458) U
Institutional Support	60,038,163	45,028,622	47,117,031	(2,088,409) U
Operation & Maintenance of Plant	67,508,746	50,631,560	51,484,157	(852,597) U
Scholarships & Fellowships	2,560,439	1,920,329	1,729,347	190,982 F
Auxiliary Enterprises	11,440,669	8,580,502	8,655,378	(74,876) U
Indirect Cost Remitted to State	120,000	90,000	86,588	3,412 F
Debt Services	8,488,099	6,366,074	6,366,074	- F
Total Expenditures	603,592,833	452,694,626	451,440,494	1,254,132 F
OTHER ADDITIONS (DEDUCTIONS)				
Transfers from (to) Authority	-	-	-	- F
Transfers from (to) UMA	52,865,587	39,649,190	39,180,776	(468,414) U
Transfers from (to) Facilities Corporation	11,784	8,838	18,255	9,417 F
Transfers from (to) AHEC	(3,700)	(2,775)	(2,521)	254 F
Transfers from (to) CHS Development	(365,000)	(273,750)	(265,518)	8,232 F
Transfers from (to) Loan funds	(10,000)	(7,500)	-	7,500 F
Transfers from (to) Plant Funds	(10,333,263)	(7,749,947)	(8,347,302)	(597,355) U
Refunds to Grantors	(320,000)	(240,000)	(349,779)	(109,779) U
Transfers to Endowment Fund	(13,500)	(10,125)	-	10,125 F
Total Other Additions (Deductions)	41,831,908	31,373,931	30,233,911	(1,140,020) U
NET INCREASE (DECREASE) in Fund Balance	-	2,618,156	903,032	(1,715,124) U

Note: Budgeted tuition is prorated based on semesters; Other budgeted items prorated based on calendar months.

The Medical University of South Carolina

Direct Expenditures on Federal Grants and Contracts

(By Responsibility Center)

For the 9 Month Period Ending March 31, 2012

Administration	329,527
Centers of Excellence	5,122,064
College of Dental Medicine	2,502,547
College of Graduate Studies	1,003,936
College of Health Professions	1,482,739
College of Medicine	66,313,561
College of Nursing	2,060,855
College of Pharmacy	1,403,225
Library	563,887
Office of Sponsored Programs	22,636

\$80,804,977

NOTE: The federal direct expenditures shown above were incurred by the University. The federal grant and contract revenue earned to cover these direct expenditures is \$80,804,977 .

In addition to this federal grant and contract revenue, the University received \$25,759,312 in federal monies to reimburse it for Facilities and Administration (F+A) costs incurred to administer the above federal grants and contracts.

\$25,672,724 of the F+A recoveries received is unrestricted which means the University can use it for any of its operating needs. The remaining \$86,588 represents the F+A recoveries on non-research federal grants and contracts

This amount is required to be remitted to the State.

University direct federal expenditures	\$80,804,977
Facilities and Administration costs	\$25,759,312
Federal operating grants and contracts	\$106,564,288

THE MEDICAL UNIVERSITY OF SOUTH CAROLINA
NOTES TO THE FINANCIAL STATEMENTS
March 31, 2012

Note 1. *Basis of Presentation*

This financial statement provides summarized information for The Medical University of South Carolina (MUSC) and its affiliated organizations in discrete columns on the same page. The purpose of this financial report is to provide information that will be helpful to those who must make decisions about MUSC.

Note 2. *State Appropriations*

State appropriations revenue is prorated evenly over the twelve month period for which the funds are to be spent.

Note 3. *Cash and Cash Equivalents - Restricted*

Cash and cash equivalents - restricted include bond proceeds, the debt service reserve accounts, and the debt service fund accounts.

Note 4. *Capital Assets, Net of Accumulated Depreciation*

The University's capital assets, net of accumulated depreciation consists of the following:

Construction in progress	\$	135,093,319
Land/Bldgs/Equipment/Accumulated depreciation		450,862,743
Capital Assets, Net of Accumulated Depreciation	\$	<u>585,956,062</u>

Note 5. *Construction in Progress*

Construction in progress consists of the following projects and expenditures to date and is included in Capital Assets, Net of Accumulated Depreciation on the Statement of Net Assets.

	Jun 30, 2011 Balance	Fiscal Year 2012 Additions	Mar 31, 2012 Balance
Drug Discovery Building	\$ 50,454,407	\$ 3,490,314	\$ 53,944,721
Bioengineering Building	40,503,577	3,507,288	44,010,865
Energy Performance Contract	16,740,406	34,366	16,774,772
Others less than \$1,000,000	7,645,233	12,717,728	20,362,961
Total construction in progress	<u>\$ 115,343,623</u>	<u>\$ 19,749,696</u>	<u>\$ 135,093,319</u>

Note 6. *Deferred Revenue*

The University's deferred revenue consists of the following:

State appropriations	\$	14,139,070
Grants and contracts		15,795,962
Student tuition and fees		10,229,407
Other		52,000
Total Deferred Revenue	\$	<u>40,216,439</u>

THE MEDICAL UNIVERSITY OF SOUTH CAROLINA
NOTES TO THE FINANCIAL STATEMENTS
March 31, 2012

Note 7. *Long Term Liabilities*

The University's long term liabilities consist of the following:

Obligations under capital leases	\$ 73,095,756
Higher Education Revenue bond payable	34,785,000
State Institution bonds payable	76,685,000
Energy performance note payable	7,881,844
Deferred loss on early retirement of bond	(642,782)
Total Long Term Liabilities	<u>\$ 191,804,818</u>

Note 8. *Comparison to Budget*

The Comparison to Budget statement (page 3) includes only activity in the current funds.
The Statement of Revenues, Expenses, and Changes in Net Assets (page 2) includes current funds, loan funds, endowment and similar funds, and plant funds.

Net increase (decrease) in fund balance per Comparison to Budget statement		\$ 903,032
Plant funds:		
Capital grants and gifts - Federal	2,451,404	
Capital grants and gifts - State	-	
Capital grants and gifts - private	-	
Capital appropriations	12,144,064	
Donated property & other in-kind donations	71,079	
Interest and investment income	639,556	
Other revenue	222,656	
Expended in current fund-lease principal	3,794,586	
Expended in current fund-capital costs	8,258,301	
Transfers	14,461,207	
Expensed in plant fund-depreciation	(26,529,329)	
Expensed in plant fund-interest expense	(2,915,130)	
Expensed in plant fund-other	(73,678)	
Gain (loss) on disposition of property	(236,585)	12,288,131
Loan funds:		
Other income	-	
Interest and investment income	297,854	
Expenses	(191,021)	
Transfers	-	106,833
Endowment funds:		
New endowments	5,677,918	
Income draws to operating units	(508,339)	
Endowment income (Loss)	(4,384,986)	
Transfers	-	784,593
Other		-
Net increase (decrease) in Net Assets per Statement of Revenues, Expenses, and Changes in Net Assets		<u>\$ 14,082,589</u>

Medical University of South Carolina
Summary of Current Debt Obligations and
Analysis of Available Bonded Debt Capacity

(\$\$ in thousands)

	Original Issue	Authorized Not Issued	Purpose	Outstanding & Authorized as of 31-Mar-2012
State Institution Bonds (SIB)				
SIB 2001C	7,250	-	Renovations of certain COM facilities	\$ 2,995
SIB 2003D	8,000	-	Renovations of Thurmond/Gazes bldg.	3,910
SIB 2003J	12,000	-	Renovations of Thurmond/Gazes bldg. and subpower plant	8,440
2005 Refunding Bond	19,045	-	Advance refunding on SIB2000A	15,120
SI BAN 2009	30,000	-	College of Dental Medicine Building	28,000
SIB 2011	18,950	-	Renovations of Various Buildings	18,220
	<u>\$ 95,245</u>	<u>\$ -</u>		
Current Bonded Debt Authorized and Issued				76,685
Bonded Debt Capacity at June 30, 2011				<u>117,795</u>
Available Bonded Debt Capacity				<u><u>\$ 41,110</u></u>
Notes Payable - JEDA				
	<u>\$ 13,500</u>	<u>\$ -</u>	Refund Harborview Certificates of Participation	<u>\$ 3,110</u>
	<u>\$ 32,985</u>	<u>\$ -</u>	Construction of College Health Health Profession facilities	<u>\$ 24,490</u>
Lease Revenue Bonds				
LRB 1995 A & B	<u>\$ 13,201</u>	<u>\$ -</u>	Thurmond Biomedical Center	<u>\$ 5,391</u>
Higher Education Revenue Bonds				
2006	<u>\$ 38,000</u>	<u>\$ -</u>	Construction of Parking Garage	<u>\$ 34,785</u>
Energy Performance Note Payable				
EPNP 11-26-08	<u>\$ 15,387</u>	<u>\$ -</u>	Energy Savings	<u>\$ 7,882</u>

The Medical University of South Carolina
Notes to Summary of Current Debt Obligations and
Analysis of Bonded Debt Capacity

1. State Institution Bonds

Capacity is based on the flow of tuition revenues and current interest rates. The University's available bonded debt capacity for State Institution Bonds is approximately \$41,110,000 above current outstanding issues.

2. Notes Payable and Lease Revenue Bonds

As new pledgable revenue streams are developed, capacity may be calculated based on the new stream.

MUSC Physicians
(A Component Unit of the Medical University of South Carolina)

Statement of Revenues, Expenses and Changes in Net Assets

	For the Nine Months Ending 3/31/11	For the Nine Months Ending 3/31/12
Operating Revenues		
Net clinical service revenue	195,253,370	200,441,411
Other operating revenue	2,047,307	6,582,997
Ambulatory care support	3,651,927	3,754,014
Primary care support	2,400,000	2,400,000
Total operating revenues	203,352,604	213,178,422
Operating Expenses		
Departmental expenses	143,154,208	146,438,629
Corporate operating expenses	17,048,079	22,045,099
Ambulatory care expenses	2,895,584	2,807,846
New Initiative expenses	3,591,229	3,955,867
Total expenses	166,689,101	175,247,441
Operating Income (Loss)	36,663,503	37,930,981
Nonoperating Revenues (Expenses)	7,184,794	447,811
Transfers from (to) Related Entities		
Nonmandatory contributions to the MUSC Foundation	(6,852,894)	(5,661,193)
Nonmandatory transfers to the MUSC	(33,792,322)	(39,180,776)
Change in Net Assets Before Extraordinary Items	3,203,081	(6,463,177)
Extraordinary/Special Items	-	-
Transfers to Debt Service and Equity Deficits	20,811,563	13,479,354
Change in Net Assets Before Expenses Related to the DHHS Supplemental Revenue	24,014,644	7,016,177
Expenses Related to the DHHS Supplemental Revenue	(10,234,690)	(7,413,645)
Change in Net Assets	13,779,954	(397,468)

MUSC Foundation for Research Development
Statement of Net Assets
March 31, 2012

Assets

Cash and Cash Equivalents	\$1,396,687
Interest Receivable	2,185
Accounts Receivable-Billed, net	331,497
Accounts Receivable-Unbilled	104,240
Prepaid Expense	39,697
Investments	292,652
Property and Equipment, net	2,937
Total	<u>\$2,169,896</u>
Total Assets	<u><u>\$2,169,896</u></u>

Liabilities and Net Assets

Liabilities	
Accounts Payable	\$135,038
Accounts Payable - MUSC	842,175
Due to UMA	57,048
Unearned Revenue and Deposits	130,670
Total Liabilities	<u>\$1,164,930</u>
Net Assets	
Unrestricted	1,003,193
Temporarily Restricted	1,773
Total Net Assets	<u>1,004,966</u>
Total Liabilities and Net Assets	<u><u>\$2,169,896</u></u>

MUSC Foundation for Research Development
Statement of Activities
For the nine months ended March 31, 2012

	<u>FRD</u>	<u>Program Services</u>	<u>OIP</u>	<u>Total</u>
Revenues				
State grants and contracts	\$712,500	\$0	\$75,000	\$787,500
Corporate contracts and awards	\$0	\$20,000	\$0	\$20,000
Research contracts	-	-	186,029	186,029
Other Contracts	272,608	74,022	-	346,629
Registration and seminar fees	-	61,115	-	61,115
Program contributions	-	30,515	-	30,515
Royalty and license income	1,857,647	-	-	1,857,647
Interest and dividends	8,650	-	-	8,650
Patent expense recovery	99,384	-	-	99,384
Patent expense recovery - CY Deals	65,237	-	-	65,237
Gains/losses on investments	6,217	-	-	6,217
Other revenues	-	3,170	-	3,170
Total Revenues	\$ 3,022,243	\$ 188,822	\$ 261,029	\$ 3,472,094

MUSC Foundation for Research Development
Statement of Activities
For the nine months ended March 31, 2012

	<u>FRD</u>	<u>Program Services</u>	<u>OIP</u>	<u>Total</u>
Expenses				
Personnel services	\$406,542	\$7,323	\$107,161	\$521,026
Freight	331	-	-	331
Printing	901	2,390	-	3,291
Advertising	-	-	8,950	8,950
Other contractual services	397	2,182	2,000	4,578
Data processing	6,155	-	-	6,155
Telephone	6,393	-	1,335	7,728
Professional and other fees	40,034	2,558	-	42,592
Non-employee travel	13,371	97,549	-	110,921
Registration fees	2,206	-	-	2,206
Other intellectual property - commercialization	20,497	-	-	20,497
Maintenance contracts	12,154	-	-	12,154
Patent prosecution costs-licensed	175,004	-	-	175,004
Patent prosecution costs - speculative	121,975	-	-	121,975
Attorney fees - other	74	-	-	74
Per diem - animals	-	883	-	883
Office supplies	2,438	52	199	2,689
Med/science/lab supplies	-	1,430	-	1,430
Educational supplies	-	10,391	-	10,391
Postage	2,462	-	-	2,462
Lab animals	-	2,010	-	2,010
Real property rental	20,056	-	-	20,056
License fees	860	-	-	860
Royalty and license income distribution	1,267,758	-	-	1,267,758
Minor equipment	75	239	-	314
Lease payments	7,919	-	-	7,919
Insurance	12,821	-	-	12,821
Fixed charges	2,367	740	-	3,107
Dues and memberships	1,560	1,199	-	2,760
Subscriptions	83	-	-	83
Recruitment costs	681	867	-	1,548
Expenses - studies and conferences	-	15,000	-	15,000
Refreshments and meals - seminars	687	6,379	-	7,066
Special activities	6,461	6,534	235	13,230
Travel	754	-	833	1,587
Depreciation expense	3,126	-	-	3,126
Subcontract to MUSC	260,913	-	157,443	418,356
Reimbursements to MUSC	-	6,439	-	6,439
Total Expenses	<u><u>\$2,397,051</u></u>	<u><u>\$164,166</u></u>	<u><u>\$278,156</u></u>	<u><u>\$2,839,374</u></u>
Transfers	\$9,692	(\$348)	\$0	\$9,343
BEGINNING NET ASSETS	(\$131,547)	\$628,643	(\$134,194)	\$362,902
NET SURPLUS/(DEFICIT)	<u><u>634,883</u></u>	<u><u>24,308</u></u>	<u><u>(17,127)</u></u>	<u><u>642,063</u></u>
ENDING NET ASSETS	<u><u><u>\$503,336</u></u></u>	<u><u><u>\$652,951</u></u></u>	<u><u><u>(151,321)</u></u></u>	<u><u><u>\$1,004,966</u></u></u>

MEDICAL UNIVERSITY OF SOUTH CAROLINA

CONSENT AGENDA

Board of Trustees Meeting
Thursday, May 17, 2012
101 Colcock Hall

Members of the Board of Trustees

Thomas L. Stephenson, Esquire, Chairman
Dr. James E. Wiseman, Jr., Vice Chairman
Dr. Stanley C. Baker, Jr.
Mr. William H. Bingham, Sr.
Dr. Cotesworth P. Fishburne, Jr.
Mr. William B. Hewitt

Dr. Harold W. Jablon
Dr. Donald R. Johnson II
Dr. E. Conyers O'Bryan, Jr.
Dr. Thomas C. Rowland, Jr.
Mr. Charles W. Schulze
The Honorable Robin M. Tallon
Dr. Charles B. Thomas, Jr.

Trustees Emeriti

Mrs. Margaret M. Addison
Dr. Charles B. Hanna
The Honorable Robert C. Lake, Jr.
Mrs. Claudia W. Peeples
Mr. Allan E. Stalvey

**EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE
CHAIRMAN: DR. E. CONYERS O'BRYAN**

(APPROVAL ITEMS)

Item 14. Conferring of Degrees.

Statement: Approval is requested to confer degrees upon those candidates who, pending successful completion of all requirements for their degrees by the conclusion of the spring semester, have the recommendation of their college dean and faculty.

Recommendation of Administration: That the conferring of degrees be approved.

Recommendation of Committee:

Board Action:

Item 15. Faculty Appointments.

Statement: At the request of the Dean of the College of Medicine, administration presents for approval the following faculty appointments:

George W. Arana, M.D. as Clinical professor in the Department of Psychiatry and Behavioral Sciences effective March 1, 2012.

Ki Young Chung, M.D. as Clinical Associate Professor in the Department of Medicine, Division of Hematology/Oncology retroactive August 1, 2011.

Michael B. Lilly, M.D. as Professor (Academic Clinical track) in the Department of Medicine, Division of Hematology/Oncology effective January 1, 2012.

William A. Morton, Jr., PharmD, as Professor Emeritus in the Department of Psychiatry and Behavioral Sciences effective April 1, 2012.

Carolyn T. Spencer, M.D. to Associate Professor (Clinician Educator track) in the Department of Pediatrics, Division of Cardiology effective May 21, 2012.

David J. Walsh, M.D. as Clinical Professor, in the Department of Neurosciences, Division of Neurology, effective April 1, 2012

Recommendation of Administration: That the faculty appointments be approved.

Recommendation of Committee:

Board Action:

Item 16. Changes in Faculty Status.

Statement: At the request of the Deans of the colleges of Nursing and College of Medicine, administration presents for approval the following faculty change in status:

College of Nursing
from Professor to Professor Emeritus

Sally Stroud, Ed.D., APRN, BC, for change in faculty status from Professor to Professor Emeritus, effective June 1, 2012

College of Medicine
from Clinical Professor to Clinical Professor Emeritus

James A. Majeski, M.D., PH.D. for change in faculty status from Clinical Professor to Clinical Professor Emeritus in the Department of Surgery retroactive to July 1, 2011

College of Medicine
from Professor to Professor Emeritus

Julius Sagel, M.D. for change in faculty status from Professor to Professor Emeritus in the Department of Medicine; Division of Endocrinology, effective July 1, 2012

Colleges of Medicine and Dental Medicine
from Professor to Professor Emeritus

Robert P. Thompson, Ph.D. for change in faculty status from Professor to Professor Emeritus in the Department of Regenerative Medicine, effective April 1, 2012

College of Health Professions
from Professor to Professor Emerita

Andrea W. White, Ph.D. for change in faculty status from Professor to Professor Emerita in the Department of Healthcare Leadership and Management, effective August 1, 2012

Recommendation of Administration: That the changes in faculty status be approved.

Recommendation of Committee:

Board Action:

Item 17. Revisions to the University Conflict of Interest Policy.

Statement: Revisions to the University Conflict of Interest Policy will be presented for approval.

Recommendation of Administration: That the revisions to the University Conflict of Interest Policy be approved.

Recommendation of Committee:

Board Action:

Item 18. Institutional Conflict of Interest Policy.

Statement: The Institutional Conflict of Interest Policy will be presented for approval.

Recommendation of Administration: That the Institutional Conflict of Interest Policy be approved.

Recommendation of Committee:

Board Action:

PHYSICAL FACILITIES COMMITTEE
CHAIRMAN: MR. WILLIAM H. BINGHAM, SR.

(INFORMATIONAL ITEM)

Item 25. Facilities Contracts Awarded.

Statement: Facilities Contracts awarded will be presented to the Board of Trustees.

Recommendation of Administration: That this be received as information.

Recommendation of Committee:

Board Action:

AUDIT COMMITTEE
CHAIRMAN: MR. WILLIAM B. HEWITT
(APPROVAL ITEM)

Item 29. Revisions to the Code of Conduct Policy.

Statement: Revisions to the Code of Conduct Policy will be presented for approval.

Recommendation of Administration: That this be revisions to the policy be approved.

Recommendation of Committee:

Board Action:

**Medical University of South Carolina
May 2012 Graduates**

Bachelor of Science in Cardiovascular Perfusion

Alberto Jose Bermudez
Gregory R. Davis
Katie Hannan Faella
Shannon Christine Heard
Benjamin David McClain
Yancey Collin Mooney

Jennifer Ruth Roberts
Allison Whitney Rounds
Trevelyn David Rowell
Ronald James Smith
Alexandra Snyder Towery
Savannah Saunders Williams

Bachelor of Science in Nursing

Rebecca Lynn Allshouse
Caroline Legare Atkinson
Margaret Anne Augustine
Kasey Cheyenne Bamel
Kelly Ann Bramhall
AnnaKathryn Victoria Brown
Kathleen Conner Budds
Bridgette Copeland Burch
Victoria Leigh Cairco
Anna Margaret Calhoun
Lisa D. Carraher
Heather Nichole Criddle
Christine Marie Daneault
Sarah Didow
Elina DiMeglio
Kristen Traynor Elmore
Katrina Lynne Evans
Imani Jaapor Fickling
Elizabeth Ann Finch
Karen Elizabeth Fries
Cameron Funderburk
Jameela Sherene Goudarzi
Amanda Unett Green
Kristen Sheppe Hindman
Carlye Bell Hooge
Aaron James Huber
Sarah Elizabeth Hughes
Kahea A. Isaac

Bridget Ann Kinealy
Brooke Allison Kotcella
Laura Jean Ladd
Kimberly Rae Leslie
Dale Noel Lullo
Rondria K. Manigault
Senovia B. Mays
Ashleigh Adaeze McCall
Janice McFaddin
Brittany Elizabeth Moore
Lindsey Paige Palmer
Jonathan Robert Papaharis
Anne Mardel Powell
Jade Wallace Prevost
Jenelle Quenneville
Veronica Ramos
Karla Romero
Thomas R. Rudisill
Margaret Elise Skeelee
Brianna Yvette Smith
Lindsey M. Solomon
Andrew Michael Stufflebean
Dawn Langley Thomas
Edwin L. Triplett
Megan Willoughby Tupper
Jessee Davis Wagner
Emily Ann Wofford
Jasive Olivia Garza-Castillon Yunes

Master in Health Administration

Vincent Bruce Amacher
Marshall Taylor Austin
Jason Scott Basile
Brittany Nicole Bennett
Teresa C. Billig

Michael Joseph Bird
Sterling Bird
Sarah Jeanette Boyd
Shannon Leigh Brennan
Mary Elizabeth Bultman

Russell Bailey Calicutt
Janet Katherine Cash
Melissa Anne Cheseldine
Caroline Reeves Cotter
Lauren Marie Cox
Elizabeth Mae Curley
Stephanie Fipps Davis
Matthew Brian Dickerson
LeAndria Marteen Dingle
Richard Brendan Doane
Christine Marie Guerra
Hailey J. James
Mark Aaron Janowiak
Heather G. Jones
Sarah Katherine Kahn
Kyle James Lancaster
Ryan Dexter Lee
Matthew Duffie Littlejohn
David Drew Longshore
Mikelyn Horton McGinnis

Amy Caroline McLeod
Deepthi Meruva
Anna Catherine Ouzts
Aisha Simmons President
William Rowan Render
Kathryn Louise Roberts
Kathryn Ruth Rollins
Katherine Marie Schichtel
Erik Anthony Sederstrom
Angel Alanda Simmons
Candice Dreher Springs
Andrew Stephen Talcott
James Henry Tolley III
Jason Thomas Van Galder
William Laird Wantland
Jason Phelps Weaver
Jeremey Whitaker
Lori Thomas Winkles
Mo Wei Yang

Master of Science in Nursing

Antonia S. Corrigan
Nanette Leigh Godbee-Stephens

Cameo Aleece Green
Nicole Baker Staubes

Master of Science in Biomedical Sciences

Kristina Andrijauskaite

Master of Science in Clinical Research

Tara Lynn Barto
Constance Guille

Laura Elaine Houston

Master of Science in Dentistry

Erin Arnold
Mary Katherine Gray
Jeffrey W. Mirrieles

Brandon Keith Peterson
Erika Andriana Sachno
Kara Grasso Veeder

Doctor of Health Administration

Latecia Monique Abraham
William Herman Anderson
Kinneil Coltman

Latonya Bree Dunlow
Danielle A. Dyer
Taher M. Giaedi

Doctor of Physical Therapy

Christopher Michael Allen
Steven James Alvarez

Casey Rae Amato
Landon Blake Amick

William Louis Berkes III
Matthew Bishop
Veronica Bolus
Kelsey Anne Bristol
Charles Christopher Bruner
Pierce Bruner
Katharine Bledsoe Buford
Jessica Anne Cokins
Ashley Patten Dew
Jordan Mitchell Doshier
Christopher Owen Franz
Elizabeth Anne Gaffney
Connie Marie Garces
Lisa Eileen Gigliotti
Brittany Marie Gleason
Alysia Ann Gorski
Katie Elizabeth Green
Ryan Joseph Hine
Amanda Laney Horton
Bonnie Elizabeth Hostetler
Wayne Alexander Jackson
Mary Catherine Kayser
Sarah Inez Kenney
Kacie Leigh Knox
Carrie Blakeney Latham
Erin Lovelace
Katelyn Elizabeth Luby
Heather Lynn MacLaughlin
Abigail Kate Mays
Jessica Marcella McComb

Lori Kiser Merrow
Becky Lynn Miggenburg
Daniel Joseph Mogensen
Eric Daniel Monsch
Raymond Lockwood Murphy Jr.
Kathryn Corinne Newsom
Erin Elizabeth Parmelee
Shefali Patel
Charles Cory Patton
Amanda Lucia Peck
Amanda Pirovitz
Shana Glenn Poe
Jill Rowe Polhemus
Evan Pusillo
Alyson Rathge
Anne Elizabeth Redding
Matthew Alan Rinckel
Alison Brook Shaw
Ashley Jane Shepard
Suzanne Ashley Smith
Amanda Blair Stucky
Geoffrey Lawrence Temple
Ashley Latham Templeton
Emily May Tennant
Erynn Troy
Christine Sanders Walker
Heidi Maria Warren
Keli Jo White
Dane Kenneth Wilson

Doctor of Nursing Practice

Mary Pierce Armstrong
Randall H. Beckett
Heather Nicole Blanton
Jennifer Boyd Bootle
Susan Cheek-Williams
Toni Elizabeth Coaxum
Elizabeth Corley Davenport
Catherine O'Connor Durham
Cassie Carroll Frazier
Ellen Amanda Hardin
Ryan Nicole Law Johnson
Lindsey Diane Kettinger

Rachael Erin Mullis
Tiffany Anderson Phillips
Theresa Yvonne Gray Rashdan
Janee LaRaine Rivers
Elizabeth O'Connor Swanson
Lucy Mellette Peete Wessinger
Kristi Lyn West
Tiffany Hawkins Williams
Sarah Elizabeth Wippermann
Meredith Claire Wood
Christina Marie Young

Doctor of Pharmacy

Heather Victoria Altman
William Christopher Altman

Parrish Gage Atkinson
Stephen Blake Boggs

Shaunell Vyonnee Bostic
Whitney Monique Boston
Carol Berrios Brown
Lauren Corinne Byrd
James Richard Cantrell
Haley Morgan Carter
Kevin J. Cheifer
Camille English Cox
Margaret Anna Croom
Brittany Lauren Crosby
Robert DeClue
Dawn Michelle Devine
Tracy Michelle Duncan
Claire Elaine Dysart
Nicholas Todd East
David Harvey Felder, Jr.
Rebecca Hendrix Finley
Emily Anne Gaman
Channing Toney Garrett
Elizabeth Isaac Garrett
Portia Nekia Gifford
Christopher Joseph Giguere
Drayton Adam Hammond
Michelle Ann Haraczak
Timothy Lucian Haselden
Matthew Ryan Hiott
Jessica Lee Ho
Gena Ann Hope
Heather Renee Hummel
Chadi M. Jaafar
Amanda Kristen Jacobs
Jaleel Devann Jennings
Jason Derrick Jones
Kimberly Joy Kaminski
Kostantinos Michael
Katsanevakis
Lauren Keeler
Rubaiyat A. Khan

Joshua Charles Kister
Vasilina S. Kochurina
James Nicholas Lech
Heather Margaret Lilley
Courtney Elizabeth Link
Cheryl Ann Lucas
Mason R. Mathis III
Matthew David Melton
Ashley Elizabeth Mishoe
Lisa Murphy
Dev Dolatrai Naik
Halil Tufan Nardali
Elizabeth Genevieve O'Hara
Lesley Ann Pahs
Jessica Ashley Patton
Whitney Bryan Pence
James Wade Pitts Jr.
Katherine Joyce Kavanagh Pitts
Katherine Ashley Pleasants
Thomas J. Redmond II
Horace Lee Reese III
Owen Thornton Reeves III
Robert Eric Richardson
Daniel Edward Roesch
Kelly Leanna Rosenbaum
Ashley Melissa Russell
Courtney Marie Sands
Virginia Cole Stanley
Paul Weldon Strange
Margarita Taburyanskaya
Athena Marie Tate
Denesh Candiah Thiagarajah
Jennifer Lisette Walters
Derrik Loyal Weddle, II
Matthew Walker Williams
Natalie Hay Williams
Aubry Jane Willmann

Doctor of Dental Medicine

Creighton Jones All
Britney Kay Bare
Jonathan Dillman Bean
Anthony Paul Blackman
Caroline Ferrell Branchal
Sean Scott Britton
Sarah Allison Brown
Jeffrey Adam Burke
Christopher Talbot Carter

Tyler Randall Caruso
Ava Graichen Cherry
Seung Kyu Choi
Katharine Lee Claussen
Patricia Carolyn Coleman
Louis Edward Costa III
Isaiah L. Davis
Justin Matthew DeGarmo
Benjamin David Drechsler

Mollie B. Duke
Virginia Ann Fadeley
Drew David Farmer
Patricia Jordan Fast
Bradley Dargan Flowers
Kaitlin VanSickle Forshee
Robert Kenny Gildner
Danielle Gladneice Gill
Emily Diane Gilstrap
Paul Michael Goforth
Adam Stephens Gordon
Charles Preston Hamrick
Juliana Marie Head
Nathen Douglas Head
Derek Adam Hoffman
Mary Alice Vickery Hughes
Joshua Glenn Hyatt
Mary Caroline Jarrell
Jennifer Lauren Jones

Benjamin Craig Jordan
Samuel Balfour Joyner, III
April Nichole Kemp
Daniel Craig Leach
Elizabeth McMillan Green Malone
Sarah Ruth Marks
Kathryn Ellis McDaniel
Charles Andrew Mowlajko
Mallory Jean Northcutt
Brad Duncan Peper
Caleb Jerd Poston
Erin Hyatt Pruett
Kyle MacKay Rush
Rula Mahmoud Shalabi
Vatsal Suthar
Carlisle Major Vereen III
Elizabeth Reid Patrick Warren
Ashley M. Webb
Daniel Robert West

Doctor of Medicine

William Greer Albergotti, III
Andrew Rutledge Alkis
Mallory Hudson Alkis
Kristen Nicole Arnold
Travis Dowling Ayers
Samuel Dean Baughman Jr.
Margaret Edmonds Beaudrot
Anna Hicklin Benson
Jonathan Michael Berbin
William John Berglind
Danielle Kusserow Bersabe
Russell Steven Blackwelder
Brian David Blaker
Leah Ashley Bonaparte
John Herbert Borkert
Seth Harrison Bowman
Louise Sutton Boyd
Timothy Michael Brand
George Wesley Branstiter III
Robert Rashad Brightharp
Jonathan William Ceral Brock
Day Michelle Burruss
Christine Anne Cameron
William Wise Crosby Carroll
Emma Grace Carter
Reid Cameron Chamberlain
Muhammad Ibrahim Choudry
Douglas Kendrick Christie

Andrew Farish Colhoun
Anna Catherine Collins
Zachary Gatlin Coward
Elizabeth Quattlebaum Cox
Eimile Dalton-Fitzgerald
Charles Andrew Daly
Stephen Clay Daniel
Kristine Elizabeth Day
Guillermo Alberto De Angulo
Krupa Dilip Desai
Rasesh Arunn Desai
Clinton Donald Dickert
Isaac Felder Dingle
Grace Daniel Dukes
Jenny Leigh Feldman
Derek John Feussner
Maya Ereyana Fields
Michael Thomas Fitzgerald
Vidyaratna Atalanta Fleetwood
Jessica Ashley Forcucci
Benjamin Scott Friday
Katie Powers Friday
Laura Mabe Gardner
Weston Harris Geddings
Kevin Patrick Gibbs
Joshua David Gray
Irl Brian Greenwell
Jared Arthur Guichard

William Timothy Halligan
 Julius Erving Hamilton
 Michael Jesse Harling
 Ana Tracey Harris
 Kyle Michael Harvey
 Alexander Macrae Harvin
 Joannie Lynn Hayes
 Karl Joseph Horn
 Susan Gray Hurley
 Joseph A. Hutson
 Aaron David Hyson
 Nekaiya Shontiera Jacobs
 Jon Patrick Jennings
 David Charles Johannesmeyer
 Crystal Noelle Johnson
 Joseph John Kavolus II
 Kathryn Wulbern Koval
 Stephanie Pettus Kwon
 Daniel Paul Leas
 Simon Joseph Lehtinen
 Edward Thomas Lewis III
 Tyler John Loftus
 Rebecca Grace Lopez
 Brandon Terrell Marion
 Laura Young Martin
 Sean Albert Marzolf
 Anesha Ann-marie Maxwell
 Robert Kane McCall
 James Thompson McClain
 James Lucas McFadden
 Marc Carpenter McLawhorn
 Alex Stewart McPherson
 Justin Douglas Moody
 Valerie Kirkland Moody
 Nathan Michael Moroski
 Merrideth Ashley Morris
 Tara Hudak Olson
 Dennis Orwat
 Kelly Elizabeth Orwat
 Seth James Masaru Palesch

Daniel Nathan Pasko
 Ankit Patel
 Dhyanesh Arvind Patel
 Vedang Rajiv Patel
 Karen Steifle Patrick
 Katherine Bristow Patrick
 Scott J. Pearson
 Kevin Michael Phelan
 Allison Anne Praktish
 William Jefferson Rieter
 Chantel Springe Roedner
 Jilian Rinehart Sansbury
 Andrew Robert Sas
 Dylan Jacob Sheridan
 Ann Michelle Simonin
 Wendy Devonne Singleton
 Laura Elizabeth Smith
 Valerie Alison Smith
 Sybil Ope Sobanjo
 Brent Logan Soder
 John Robert Spratt
 Lindsay Marie Stewart
 Stacy Joanne Story
 Stephanie Adams Strickland
 L. Jarod Suber
 Dezmond Bernard Sumter
 Matthew Robinson Tice
 Elizabeth Anne Trent
 Neill Ryan Tuten
 Justin John Uzl
 Johanna Bailey Von Hofe
 Andrew Charles Voris
 Jefferson Tyler Watson
 Rebecca Jean Wessinger
 William Godfrey Wheeler III
 John Francis Wiles
 Kristin Renee Williams
 Alexander Henry Winters
 Mathew David Wooster
 Robert James Yawn

Doctor of Philosophy

Katherine Atassi
 Margaret Holbrook Broadwater
 Monica Elise Cornelius
 Elizabeth Babb Fowler
 Kathryn Alexa Orr Gandy

Robin Dianna Evans Matutina
 Jill Marie Monfre
 Matthew Allen Smith
 Genevieve Marie Thul
 Tejas Shirish Tirodkar

Doctor of Medicine and Doctor of Philosophy

Adnan Al-Ayoubi

DeAnna Andrea Baker

Christopher Ryan Gault

Linda Augusta Heffernan-Stroud

Russell William Jenkins

Khaled Moussawi

Thomas Drakeford Mullen

Ryan Matthew Rhome

Adrian David Sproul

Medical University of South Carolina

College Of Medicine

ABBREVIATED CURRICULUM VITAE

Name: George W. Arana, M.D.

Date: 3/8/2012

Citizenship and/or Visa Status: U.S.

Office Address: 810 Vermont Ave.
Washington, DC 20420

Telephone: (202) 461-7046

Education: (*Baccalaureate and above*)

<u>Institution</u>	<u>Year</u>	<u>Degree</u>	<u>Field of Study</u>
Princeton University	1970	A.B.	Philosophy
Rutgers Medical School	1972	M.M.S.	Medical Sciences
Tufts University	1974	M.D.	Medicine
Harvard Business School	1991	A.M.D.	Business Administration

Graduate Medical Training: (*Chronological*)

<u>Internship</u>	<u>Place</u>	<u>Dates</u>
Intern in Medicine	Faulkner Hospital - Jamaica Plains, Massachusetts	1974 - 1975

<u>Residencies or Postdoctoral</u>	<u>Place</u>	<u>Dates</u>
Resident in Psychiatry	Beth Israel Hospital - Boston, Massachusetts	1975 - 1978
Clinical Fellow in Psychiatry	Harvard Medical School - Boston, Massachusetts	1975 - 1978
Research Fellow in Psychobiology	Harvard Medical School - Boston, Massachusetts	1978 - 1981

Board Certification:

Licensure:

Faculty Appointments:

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
07/1981 - 06/1982	Instructor	Harvard Medical School	Psychiatry
07/1982 - 06/1983	Assistant Professor	Harvard Medical School	Psychiatry
07/1983 - 06/1984	Assistant Professor	Tufts University School of Medicine	Psychiatry
07/1983 - 06/1987	Lecturer	Harvard Medical School	Psychiatry
07/1984 - 06/1987	Associate Professor	Tufts University School of Medicine	Psychiatry
07/1987 - 06/1989	Associate Professor	Medical University of South Carolina	Psychiatry and Behavioral Sciences
07/1987 - 06/1990	Lecturer	Tufts University School of Medicine	Psychiatry
07/1989 - 06/2007	Professor	Medical University of South Carolina	Psychiatry and Behavioral Sciences
07/1997 - 06/2007	Professor	Medical University of South Carolina	Graduate Studies
07/2007 - 06/2009	Professor	Meharry Medical College	Psychiatry
07/2007 - 06/2009	Professor	Vanderbilt University School of Medicine	Psychiatry
07/2009 - 10/2011	Adjunct Professor	Vanderbilt University School of Medicine	Psychiatry
01/2010 - Present	Lecturer	Harvard Medical School	Psychiatry

First Appointment to MUSC:

Rank: Associate Professor

Date: 1987

Medical University of South Carolina

College Of Medicine

ABBREVIATED CURRICULUM VITAE

Name: Ki Young Chung, M.D.

Date: 7/8/2011

Citizenship and/or Visa Status:

Office Address:

Telephone:

Education: *(Baccalaureate and above)*

<u>Institution</u>	<u>Years Attended</u>	<u>Degree</u>	<u>Field of Study</u>
Cornell University	1987 - 1991	B.A.	Art
University of North Carolina at Chapel Hill	1991 - 1995	M.D.	Medicine

Graduate Medical Training: *(Chronological)*

<u>Internship</u>	<u>Place</u>	<u>Dates</u>
Medical intern/resident	Johns Hopkins University/Sinai Hospital, Baltimore, MD	1995 - 1998
Chief Resident/ACS	Johns Hopkins University/Sinai Hospital, Baltimore, MD	1998 - 1999

<u>Residencies or Postdoctoral</u>	<u>Place</u>	<u>Dates</u>
Clinical Fellow (hem/onc)	Memorial Sloan-Kettering Cancer Center, New York, NY	1999 - 2004
Clinical Fellow (hem/onc)	Cornell University Medical Center, New York, NY	1999 - 2004

Board Certification:

Internal Medicine #195029

Date: 1999

Medical Oncology #195029

Date: 2004

Licensure:

DEA #BC6305696

NPI #1336110113

New York Medical License #213762

Date: 3/2007 - 3/2013

South Carolina Medical License #33366

Date: 3/2011 - 6/2013

Faculty Appointments:

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
01/2004 - 01/2011	Assistant Member	Memorial Sloan-Kettering Cancer Center	
07/2004 - 2008	Instructor	Weill Medical College of Cornell University	Medicine
01/2009 - 01/2011	Assistant Professor	Weill Medical College of Cornell University	Medicine
2011 - Present	Clinical Associate Professor	Medical University of South Carolina	Medicine Division of Hematology/Oncology

First Appointment to MUSC:

Rank: Clinical Associate Professor

Date: 2011

Medical University of South Carolina

College Of Medicine

ABBREVIATED CURRICULUM VITAE

Name: Michael B. Lilly, M.D.

Date: 10/21/2011

Citizenship and/or Visa Status: USA

Office Address:

Telephone:

Education: (*Baccalaureate and above*)

<u>Institution</u>	<u>Years Attended</u>	<u>Degree</u>	<u>Field of Study</u>
Southern Adventist University	1967 - 1971	B.A.	Biology, Chemistry
Loma Linda University	1971 - 1975	M.D.	Medicine

Graduate Medical Training: (*Chronological*)

<u>Residencies or Postdoctoral</u>	<u>Place</u>	<u>Dates</u>
Internal Medicine Residency	University of Alabama at Birmingham	1975 - 1978
Hematology-Oncology Fellowship	University of Alabama at Birmingham	1978 - 1981

Board Certification:

American Board of Internal Medicine	Date: 1979
ABIM Subspecialty Exam, Hematology	Date: 1980
ABIM Subspecialty Exam, Med. Oncology	Date: 1981

Licensure:

Alabama Medical License #7730	Date: 03/77 - 12/91
Washington State License #27864	Date: 12/91 - 12/00
California Medical License #G84932	Date: 12/98 - present

Faculty Appointments:

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
06/1981 - 06/1982	Instructor	University of Alabama at Birmingham School of Medicine	Medicine
06/1982 - 10/1988	Assistant Professor	University of Alabama at Birmingham School of Medicine	Medicine
06/1982 - 10/1988	Associate Scientist	Lurleen Wallace Tumor Institute	
06/1989 - 09/1998	Associate Professor	University of Washington School of Medicine	Medicine
04/1996 - 10/1996	Visiting Scientist	The Walter and Eliza Hall Institute for Medical Research, Melbourne, Victoria, AUSTRALIA	
09/1998 - 10/2006	Professor	Loma Linda University School of Medicine	Medicine & Microbiology
11/2006 - Present	Professor	University of California, Irvine	Clinical Medicine

First Appointment to MUSC:

Rank: Professor

Date: 2012

Medical University of South Carolina

College Of Pharmacy

ABBREVIATED CURRICULUM VITAE

Name: William A. Morton Jr., Pharm.D.

Date: 5/1/2012

Citizenship and/or Visa Status:

Office Address:

Telephone:

Education: *(Baccalaureate and above)*

<u>Institution</u>	<u>Years Attended</u>	<u>Degree</u>	<u>Field of Study</u>
University of North Carolina	- 1972	B.S. Pharm	
University of Tennessee	- 1975	Pharm.D.	

Graduate Medical Training: *(Chronological)*

Board Certification:

Licensure:

Faculty Appointments:

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
1978 - 1982	Instructor	Medical University of South Carolina	Psychiatry and Behavioral Sciences
1981 - 1996	Associate Professor	Medical University of South Carolina	SCCP Clinical Pharmacy and Outcome Sciences - MUSC Campus
1982 - 1997	Assistant Professor	Medical University of South Carolina	Psychiatry and Behavioral Sciences
1996 - 2004	Professor	Medical University of South Carolina	SCCP Clinical Pharmacy and Outcome Sciences - MUSC Campus
1996 - 2004	Professor	Medical University of South Carolina	Graduate Studies
1997 - 2004	Associate Professor	Medical University of South Carolina	Psychiatry and Behavioral Sciences
2006 - Present	Professor Emeritus	Medical University of South Carolina	SCCP College of Pharmacy Dean's Office - MUSC Campus
2012 - Present	Professor Emeritus	Medical University of South Carolina	Psychiatry and Behavioral Sciences

First Appointment to MUSC:

Rank: Associate Professor

Date: 1981

Medical University of South Carolina
College Of Medicine
ABBREVIATED CURRICULUM VITAE

Name: Carolyn T. Spencer, M.D.

Date: 3/7/2012

Citizenship and/or Visa Status:

Office Address:

Telephone:

Education: *(Baccalaureate and above)*

<u>Institution</u>	<u>Years Attended</u>	<u>Degree</u>	<u>Field of Study</u>
University of North Carolina at Chapel Hill	1985 - 1989	B.S.	Biology
University of North Carolina at Chapel Hill	1989 - 1992		Years 1-3 medical school
University of California, San Diego	1992 - 1993		NIH student funded research on Fetal Alcohol Syndrome
University of North Carolina at Chapel Hill	1993 - 1994	M.D.	Medicine

Graduate Medical Training: *(Chronological)*

<u>Internship</u>	<u>Place</u>	<u>Dates</u>
Internship	University of Florida, Department of Pediatrics	07/1994 - 06/1995

<u>Residencies or Postdoctoral</u>	<u>Place</u>	<u>Dates</u>
Residency	University of Florida, Department of Pediatrics	07/1995 - 06/1997
Chief Residency	University of Florida, Department of Pediatrics	07/1997 - 06/1998
Fellow, Ped Cardiology	University of Florida, Department of Pediatrics	07/1998 - 11/2001
Fellow, Cardiology and Echocardiography	Children's Hospital Boston	11/2001 - 08/2002

Board Certification:

General Pediatrics	Date: 1997-2007
Pediatric Cardiology	Date: 2002-current

Licensure:

Florida Medical License	Date: 1997-2007
Massachusetts Registered Physician	Date: 2007-2010
NC Registered Physician	Date: 2010-current

Faculty Appointments:

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
2002 - 2007	Assistant Professor	University of Florida	Pediatrics; Division of Cardiology
2007 - 2010	Assistant Professor	Children's Hospital Boston	Cardiology/Echocardiography
2010 - Present	Assistant Professor	East Carolina University	Pediatrics; Division of Cardiology

First Appointment to MUSC:

Rank: Associate Professor

Date: 2012

Medical University of South Carolina
College of Medicine
ABBREVIATED CURRICULUM VITAE

Date: January 2012

Name: Walsh David J.
Last First Middle

Citizenship and/or Visa Status: United States

Office Address: _____ Telephone: (843)

Education: (*Baccalaureate and above*)

<u>Institution</u>	<u>Years attended</u>	<u>Degree/Date</u>	<u>Field of Study</u>
<u>Georgetown University</u>	<u>1964-1968</u>	<u>B.S. 1968</u>	<u>Chemistry</u>
<u>Medical University of SC</u>	<u>1969-1973</u>	<u>M.D. 1973</u>	<u>Medicine</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Graduate Medical Training: (*Chronological*)

	<u>Place</u>	<u>Dates</u>
Internship		
<u>Internship, Pediatrics - Medical University of South Carolina</u>		<u>1973-1974</u>

	<u>Place</u>	<u>Dates</u>
Residencies or Postdoctoral:		
<u>Residency, Pediatrics - Medical University of South Carolina</u>		<u>1976-1977</u>
<u>Residency, Child Neurology - Medical University of South Carolina</u>		<u>1977-1980</u>
<u>Fellowship, Neurophysiology - Harvard/Children's Hospital Medical Center</u>		<u>1980-1981</u>
<u>Fellowship, Medical Education - Medical College of Wisconsin</u>		<u>1992-1993</u>

Board Certification:	<u>American Board of Pediatrics</u>	<u>Date: 1982</u>
	<u>American Board of Psychiatry & Neurology</u>	<u>Date: 1984</u>
	<u>(Neurology with Special Qualification in Child Neurology)</u>	<u>Date: _____</u>
		<u>Date: _____</u>
Licensure:	<u>Missouri #2004025539</u>	<u>Date: 2004-current</u>
	<u>Wisconsin #31742</u>	<u>Date: 1990-2004</u>
		<u>Date: _____</u>
		<u>Date: _____</u>

Faculty appointments: (*Begin with initial appointment*)

<u>Years</u>	<u>Rank</u>	<u>Institution</u>	<u>Department</u>
<u>1981-1982</u>	<u>Assistant Professor</u>	<u>University of Florida</u>	<u>Pediatrics, Neurology</u>
<u>1982-1988</u>	<u>Assistant Professor</u>	<u>University of Kansas Med. School</u>	<u>Pediatrics, Neurology</u>
<u>1989-1990</u>	<u>Assistant Professor</u>	<u>Medical College of Pennsylvania</u>	<u>Neurology</u>
<u>1990-2004</u>	<u>Assistant Professor</u>	<u>Medical College of Wisconsin</u>	<u>Neurology</u>
<u>2004-current</u>	<u>Associate Professor</u>	<u>Saint Louis University</u>	<u>Neurology</u>
<u>2011-current</u>	<u>Professor</u>	<u>Saint Louis University</u>	<u>Neurology & Psychiatry</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

First Appointment to MUSC: Rank Clinical Professor Date: April 2012

Conflict of Interest Policy

Persons covered by this policy

This policy applies to all Trustees, Officers, Faculty, Administrators, and Staff, including all full-time, part-time, temporary, and contract Employees of Medical University of South Carolina ("MUSC") and Medical University Hospital Authority ("MUHA"). Affiliates (entities which derive their not for profit status from MUSC, such as MUSC Physicians, the MUSC Foundation, and the MUSC Foundation for Research Development) shall as a condition of continued business with MUSC and MUHA adopt a policy substantially similar to this Policy, adapted to accommodate those affiliate employees who are not public employees.

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Preamble

1. Enhancing the public good through improved health initiatives and superior economic development is the foundation of many government policies. MUSC, as a contemporary, public research university, has a responsibility to actively participate and promote these initiatives even if conflicts of interest are more likely and many times unavoidable. Conflicts of interest, therefore, may arise from ordinary and appropriate activities as a part of assigned employment duties so the existence of a conflict should not imply wrongdoing. When conflicts of interest do arise, however, they must be recognized and disclosed, then eliminated or appropriately managed. The Board of Trustees for MUSC and MUHA has a duty to govern those State entities in a manner such that conflicts are appropriately reviewed and acted on to maintain public confidence in the integrity of our institutions.

2. This policy provides a framework for recognizing and managing employee conflicts of interest, and should minimize even the appearance of conflicts of interest. The primary goal of this policy is to prevent an employee's activities from adversely influencing MUSC or MUHA operations.

3. Particular departments and activities of MUSC or MUHA may have specific conflict of interest policies. It is intended, however, that this policy will apply to the entire MUSC enterprise, providing a framework for those specific additional policies to operate under, such that those specific policies will not supersede this policy unless approved by the Board of Trustees.

4. This policy references South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law"), which makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with MUSC/MUHA, unless certain exceptions apply. This policy is implemented in addition to all requirements of the Ethics Law and does not supersede it. The South Carolina Ethics Law is at <http://www.scstatehouse.gov/code/t08c013.php>

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www.scstatehouse.net/code/t08c013.htm.

5. As MUSC conducts research funded by the Public Health Service and other federal agencies, it is required by federal law to maintain an appropriate written, enforced policy on conflict of interest that complies with 42 CFR Part 50 Subpart F - "Responsibility of Applicants for Promoting Objectivity in Research for which Public Health Service Funding is Sought" and 45 CFR Part 94 "Responsible Prospective Contractors" as well as all other relevant policies of federal funding and oversight agencies.

A. Statement of general policy

1. MUSC/MUHA policy is that its employees conduct the affairs of MUSC/MUHA in accordance with the highest legal, ethical and moral standards.

2. MUSC/MUHA policy is that employees of MUSC/MUHA shall disclose perceived and real conflicts of interest.

3. MUSC/MUHA policy is that employees shall not use their position to secure personal financial benefits or economic interest for themselves, any member of their immediate family, any individuals or entity with whom the employee has a business relationship that renders an employee economic benefit. A perceived and/or real conflict of interest arises whenever the employee has the opportunity to influence University or Authority operations or business decisions in ways that could result in a personal financial benefit or economic gain to the employee, a member of an employee's immediate family, or individuals or entities with whom the employee has a business relationship which renders the employee economic benefit. Although certain specific examples of conflicts of interest are provided in this policy, they are meant only as illustrations, and supervisors and employees are expected to use good judgment to identify possible conflicts of interest that may adversely influence MUSC/MUHA operations, and to avoid or manage them as appropriate.

4. This policy is not intended to prohibit approved and appropriately managed economic development activities related to MUSC/MUHA generated intellectual property, including MUSC/MUHA employee involvement with startup companies, Small Business Administration (SBIR/STTR) funded research and Centers of Economic Excellence Activities. However, any such activities by MUSC/MUHA employees that make use of University or Authority property, facilities, equipment or other resources for personal benefit shall be approved as required herein, of benefit to MUSC/MUHA, and for fair value.

5. Nothing in this policy shall be construed to permit, even with disclosure, any activity that is prohibited by law.

B. Definitions

1. Conflicts of interest occur when an employee or immediate family member receives personal financial benefit or an economic interest from the employee's position in a manner that may inappropriately influence the employee's judgment, compromise the employee's ability to carry out MUSC/MUHA responsibilities or, be a detriment to MUSC/MUHA integrity.

2. Immediate family includes the employee's parents, spouse, siblings, children, stepchildren, and grandchildren.

3. Manage and managing means an affirmative action by the University or the Authority to establish parameters or conditions that minimize or eliminate the risk of the perceived or real conflict of interest.

4. Personal financial benefit or economic benefit is defined as anything of monetary value, including salary, commissions, fees, honoraria, gifts of more than nominal value, equity interests, interests in real or personal property, dividends, royalty, rent, capital gains, intellectual property rights, loans, and forgiveness of debt. "Personal financial benefit" does not include:

a. compensation or payments received from MUSC/MUHA or any of its affiliates or the Ralph H. Johnson Department of Veterans Affairs Medical Center;

b. payments for participation in seminars, lectures or other educational activities as long as not acting in the employee's official capacity, or reasonable expenses for the same activities even if acting in official capacity;

c. payments for participation in seminars, lectures or other educational activities sponsored by and service on advisory or review panels for a federal, state, or local government agency, an institution

of higher education as defined at 20 U.S.C 1001(a), an academic teaching hospital, a medical center, or a research institute that is affiliated with an institution of higher education, and reasonable expenses for the same activities as long as acting within the context of an individual's Faculty Appointment Contract;

d. any financial interest arising solely by means of investment in a mutual, pension, or other institutional investment fund over the management and investments of which the employee or an associated immediate family member does not exercise control; and

e. investments in publicly traded entities as long as the value of the employee's equity interest in the entities is less than \$5,000.

Deleted: a five percent and/or less than \$10,000

Deleted: stake in said entity.

Deleted: owns

5. University means Medical University of South Carolina.

6. Authority means the Medical University Hospital Authority.

7. MUSC or MUHA institutional responsibilities are defined as the responsibilities of an employee to perform MUSC or MUHA activities as defined by management or contract.

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C. Policy provisions

1. An employee shall disclose any situation in which the employee has, or may have, a real or potential conflict of interest as defined herein. These conflicts of interest must be reported annually to the appropriate Office of Compliance. Modifications to existing disclosures or a new activity will require submittal of an additional disclosure in a timely manner. An authorized group of employees shall review the disclosure and recommend to the appropriate Vice President a suitable action plan to eliminate or manage the conflict of interest so as to ensure that MUSC or MUHA business is not improperly influenced or adversely affected. In the event that there is no reasonable way to manage a conflict of interest, then the employee may be prohibited from participating in related MUSC/MUHA affairs until such a time as the conflict is eliminated. In other words, employees and Officers of MUSC/MUHA have a duty to immediately disclose, manage or eliminate any real or potential conflicts of interest that are not in the best interests of the University or Authority.

a. An employee shall disclose conflicts of interest in writing on an approved paper or digital Conflicts of Interest Disclosure Form, including a statement describing the nature and extent of the conflict, to their supervisor and to the appropriate Compliance Office. This disclosure must be completed annually, on a form designated for such purposes. A new disclosure form must be completed whenever a new conflict of interest arises or when a significant change occurs concerning an existing disclosure.

b. If a supervisor becomes aware of a conflict of interest that an employee has not disclosed, the supervisor shall discuss the situation with the employee, require that a written disclosure be made as provided in this policy, and inform the Office of Compliance to anticipate the receipt of a new Disclosure Form.

c. All conflicts of interest shall be reported to the MUSC or MUHA Office of Compliance. The Board of Trustees or its designee will retain authority to take such action as it deems appropriate regardless of any action or inaction by an Officer of MUSC and/or MUHA.

2. The following are examples of conflicts of interest requiring disclosure. These examples are illustrations only and are not meant to be exclusive.

a. Employee or immediate family member has a financial interest in a business entity with which the University or Authority does or proposes to do business, and the employee is in a decision-making role or otherwise is in a position to influence the University's or Authority's business decisions regarding the business entity. Business entity examples for which an employee disclosure is required:

- i) finance or accounting services
- ii) equipment services
- iii) marketing services
- iv) construction services
- v) consulting
- vi) counseling
- vii) catering
- viii) computer supplies
- ix) programmingx) architectural services
- xi) legal services
- xii) grant preparation
- xiii) temporary personnel services
- xiv) office or laboratory supplies
- xv) painting services
- xvi) lawn and grounds services

Deleted: mg

b. Employee holds or assumes an executive, officer or director position in a for-profit or not-for-profit business or entity engaged in commercial, educational, or research activities similar to those in which the University or Authority engages.

c. Employee participates in consultation activities for a for-profit or not-for-profit business or entity engaged in commercial, educational or research activities similar to those of the University or Authority.

d. Employee holds or assumes an executive, officer or director position in a for-profit or not-for-profit business or entity that does business with the University or Authority.

3. The activities listed below are prohibited unless sanctioned by an Officer of the University or Authority. Sanctioned activities are those activities documented within an individual's Faculty Appointment Contract, contained within an employee's job description or expectations, appropriately authorized agreements, Memoranda of Understanding, or otherwise approved by the employee's Vice President.

a. Significant use of University or Authority property, facilities, equipment or other resources in any manner other than as part of the employee's responsibilities, that results in personal financial benefit or economic interest to an employee, a member of an employee's immediate family or business with which the employee has a business relationship.

b. Using significant University or Authority property, facilities, equipment or other resources in any manner to support an entity not associated with the University or Authority unless special permission is provided in writing by an authorized Officer of MUSC or MUHA.

c. Using University or Authority stationery, letterhead, logo, or trademark in connection with outside activities, other than activities having a legitimate relationship to the performance of University or Authority business.

d. Using University or Authority facilities, resources, or the employee's position at the University for the purpose of advocating, endorsing, or marketing the sale of any goods or services, other than

as part of the employee's responsibilities, without the prior approval in writing by an authorized Officer of MUSC or MUHA.

e. Using the University or Authority name, trademark or trade name for personal business or economic gain to the employee, a member of the employee's immediate family or a business with which the employee has a business relationship.

f. Using any University or Authority intellectual property data or information that is not in the public domain for personal financial benefit or economic gain to the employee or a member of the employee's immediate family, or a business which the employee has a business relationship.

g. Using any University or Authority employee for any outside activity during normal work time for which he or she is receiving compensation from the University or Authority (not applicable when employees are on a paid or unpaid leave).

h. Participating in the selection or awarding of a contract between the University or Authority and any entity with which an employee is dually employed, is seeking employment or has been offered employment.

i. Other activities may be prohibited if there is no reasonable way to manage an associated conflict of interest.

D. Employee responsibilities

1. Employees shall not engage in the prohibited activities listed above unless sanctioned in advance or in any other activity that has been prohibited following a completed review of an employee's conflict of interest disclosure.

2. Employees shall disclose a real or perceived conflict of interest as described above:

a. As soon as the employee knows of the conflict, and then annually thereafter for as long as the conflict continues to exist;

b. In writing on the approved Conflict of Interest Disclosure Form;

c. To the appropriate MUSC or MUHA Office of Compliance;

3. Employees shall avoid any involvement with all related University or Authority activities and decisions until such time as the conflict of interest has been evaluated and the disclosed activity been approved.

4. If there is any question whatsoever about an activity representing a conflict of interest, then the employee should consult with an MUSC or MUHA Office of Compliance or an MUSC or MUHA Office of Legal Counsel for direction.

E. MUSC/MUHA responsibilities

1. Supervisors shall ensure that all new employees are informed of this policy.

2. Supervisors and administrators of MUSC and MUHA shall ensure that all current employees are reminded of this policy on a periodic basis.

3. The University and Authority shall develop a peer process to evaluate conflict of interest disclosures, and to review the conduct of approved Management Plans.

4. In the event that a reported conflict of interest is approved, the corresponding Office of Compliance shall ensure there is an appropriate Management Plan in place to monitor and manage the situation so that resources are used in an appropriate manner and that there is no improper influence on University or Authority decisions.

5. The Offices of Compliance shall ensure that Conflicts of Interest Disclosure forms are retained for future reference. Upon an employee's transfer from the unit or termination from the University or Authority, associated Conflict of Interest Forms shall be retained by the Offices of Compliance for a minimum of three years.

6. Supervisors shall establish and maintain a work environment that encourages employees to ask questions about real or potential conflicts of interest.

7. If supervisors have any question whatsoever about an external activity representing a conflict of interest, they should consult with an Office of Compliance or an Office of Legal Counsel.

F. Sanctions for violation

1. Violations of University or Authority policies, including the failure to avoid a prohibited activity or disclose a conflict of interest in a timely manner, will be dealt with in accordance with applicable policies and procedures that may include disciplinary actions up to and including termination of employment.

2. The Board of Trustees, as the ultimate governing body, or its designee retains authority to make a final determination of any matter covered by this Policy.

G. South Carolina state law

1. The South Carolina Ethics Government Accountability and Campaign Reform Act (herein the "Ethics Law") S. C. Code § 8-13-100, among other things, makes it unlawful for a public official, public member or public employee to knowingly use his official office, membership or employment to obtain economic interest for himself, a member of his immediate family, an individual with whom he is associated" or a business with whom he is associated"". This policy is implemented in addition to any requirements of the Ethics Law. Certain persons associated with the Authority or University are required to make filings with the South Carolina Ethics Commission and completion of the form attached to this policy will not satisfy that requirement.

* Defined in the Act as: "Individual with whom he is associated" means an individual with whom the person or a member of his immediate family mutually has an interest in any business of which the person or a member of his immediate family is a director, officer, owner, employee, compensated agent, or holder of stock worth one hundred thousand dollars or more at fair market value and which constitutes five percent or more of the total outstanding stock of any class.

** Defined in the Act as: "Business with which he is associated" means a business of which the person or a member of his immediate family is a director, an officer, owner, employee, a compensated agent, or holder of stock worth one hundred thousand dollars or more at fair market value and which constitutes five percent or more of the total outstanding stock of any class.

Office responsible for this policy

University and Authority Compliance Offices

Policy Review.

This Policy, if approved, establishes a set of conditions that may have an unanticipated impact on existing MUSC, MURA, and affiliate policies and procedures. Given the breadth of this policy, it seems reasonable that not only may some unforeseen consequences surface but that State or federal compliance regulations may require some alterations to this Policy. A periodic review of this Policy by the Vice President for Academic Affairs and Provost, acting on behalf of the Vice Presidents, seems most appropriate. If proposed change(s) is(are) considered necessary and appropriate, a Vice President may ask the Board of Trustees to modify this Policy by approving the change(s).

**MEDICAL UNIVERSITY OF SOUTH CAROLINA
OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIR AND PROVOST
POLICY MEMORANDUM**

Title: Institutional Conflict of Interest Policy

Introduction: The Medical University of South Carolina has an obligation to the citizens of South Carolina and to the public at large to conduct its activities properly. Accordingly, the University must provide clear standards aimed at preventing financial conflicts of interests (FCOI) from compromising its objectivity in the performance of its responsibilities. This Policy on Institutional Conflict of Interest (the "Policy") concerns conflicts that arise from the University's financial relationships with external entities. It is intended to provide guidance to the Board of Trustees, administrators, faculty and staff to enable them to recognize and deal with institutional conflict of interest (ICOI), both real and perceived, that may arise in the course of business relationships between the University and private entities outside of the University.

Consistent with its obligation to uphold the public trust, the University is committed to extending the reach of its research and learning activities beyond the campus community and to enriching the education of its students and the professional lives of its faculty and staff through public engagement. The University's mission of research, teaching and service is well served through the creation of collaborations with people and entities outside the University that better enable all concerned to meet the challenges of an increasingly complex world. Collaboration, particularly where external financial sponsorship is involved, may result in the creation of inherent tensions between the University's role as an independent creator and evaluator of knowledge, and the interest of the parties to the collaboration in achieving a positive outcome. Where such tensions have or appear to have the potential to interfere with independent decision-making on the part of University personnel, or to compromise the objectivity of research, the University must examine whether an institutional conflict of interests exists.

Such conflict of interests may be *individual* conflict of interests involving the personal financial relationships of University trustees, administrators, faculty, staff or students with entities that conduct business with the University. Individual financial conflict of interests are regulated by the MUSC/MUHA – Conflict of Interests Policy, dated February 13, 2009 and any subsequent modifications thereafter, and generally are outside the scope of this Policy except in cases where individual employees with wide administrative authority possess personal financial interests that intersect with their University duties, as explained below.

This Policy defines institutional conflict of interest, provides examples and sets out rules for the guidance of University trustees, administrators, faculty and staff. It is hoped that by increasing awareness of the potential for such conflicts and providing a process to address them, this Policy will both protect the integrity of the University and will encourage University personnel to enter into and conduct University activities involving engagement with outside entities with transparency, confidence and integrity.

Gifts, pledges, and solicitation of gifts to MUSC are important to its missions. However, no charitable donation is allowed to be contingent upon the outcome of any research or business transaction conducted at or by the Institution. The Institution hereby affirms that it will not solicit or accept gifts that in any way limit the ability of its investigators to conduct and/or report the results of research in accordance with the highest scientific, medical, professional, and ethical

standards. Nor will the Institution solicit or accept gifts (including gifts to support research) that are contingent upon any particular business or purchasing decision(s). All gifts to MUSC must be handled in accordance with the institutional fund raising and gift acceptance guidelines and should be forwarded to the appropriate administrative office for processing and record-keeping purposes. Faculty and staff members are accountable for adhering to institutional gift policies.

In some cases, the Institution may enter into arrangements involving the donation of all or a portion of capital equipment, with the expectation that the equipment will be used for research or patient care. Such arrangements are appropriate, provided they do not limit the professional independence of faculty and staff.

Policy: It is the policy of MUSC that, in pursuing its mission of education, research, and clinical care, the University must conduct its business free of improper influence resulting from Institutional conflict of interests. Potential conflict of interests between the Institution's primary missions or objectives and its financial interests must be identified, reviewed, and properly managed or eliminated. Such Institutional Conflict of Interest are not inherently unethical; however, they may introduce risks to the integrity of the Institution.

Definitions: For purposes of this Policy, the following definitions apply:

Institutional Conflict of Interests (ICOI): An institutional conflict of interests exists where a financial relationship between the University and an external entity compromises the integrity of institutional decision-making. Such conflicts may arise in situations where a University trustee, administrator, faculty or staff member holds administrative or decision-making authority of such a scope that the University cannot engage in a questioned activity or relationship independent of his or her involvement, and at the same time that person has personal financial interest that relate to the proposed activity or relationship.

Institutional conflict of interest may involve any University activity carried out in the pursuit of the University's mission. Of particular concern are conflicts that arise in the conduct of research involving human subjects, but any activity in which the judgment of those involved becomes affected by University financial relationships may lead to a violation of this Policy. (Examples of institutional conflict of interests are attached in Appendix A.)

For purposes of this Policy, University employees shall be defined as trustees, officers, faculty, administrators, and staff, including all full-time, part-time, temporary, and contract employees. MUSC affiliates, e.g., MUSC Physicians, MUSC Foundation and MUSC Foundation for Research Development, shall adopt a policy substantially similar to this Policy. Financial interests shall include anything of monetary value, including salary or other payments for services, equity interests, and intellectual property rights of the University employee or of his or her immediate family members. Immediate family members shall include an employee's parents, spouse, siblings, children, stepchildren, and grandchildren. Interests in mutual funds or similar type of investments where the employee has no control over the selection of holdings shall not be considered a personal financial interest under this Policy.

Covered Individuals: This Policy covers all senior-level personnel who are in a position to make decisions for the University that affect the following:

- the conduct of research, especially research involving human subjects;
- the use of University resources, including decisions involving expenditures, purchasing, investments, equity and technology transfer;
- the execution of contracts and grants; or

- the licensing of University intellectual property to external parties.

Institutional Officials: For the purpose of this Policy, Institutional Officials are the covered individuals. The University will be vigilant especially of these officials in the review of their individual Annual Conflict of Interests Disclosure and may require additional information for the purpose of assessing Institutional Conflict of Interests. These include

- MUSC President;
- MUSC Vice Presidents;
- Academic Deans; and,
- Other senior administrators, as determined by the MUSC Institutional Conflict of Interests Officer in consultation with the President, the Vice President for Academic Affairs and Provost, and the three MUSC Compliance Officers.

General Standards and Requirements

Reporting Requirements. Outlined below are reporting requirements for Institutional Officials and Institutional financial interests.

This policy mandates that Institutional Officials report financial and/or fiduciary interests so that ICOs are identified and addressed in accordance with this Policy and in accordance with MUSC and MUHA Board of Trustees' Policy on Conflict of Interests dated February 13, 2009 and approved policy modifications that may follow.

Institutional Officials must report their family's financial interests annually through the standard individual conflict of interests disclosure and disclosures must be updated within 30 calendar days after their financial and/or fiduciary interest changes. Reporting shall include:

- Equity and/or ownership interests in publicly traded for-profit organizations of any amount. Not included are: 1) equity or ownership interests in mutual funds; and 2) equity or stock holdings for which the Institutional Official has no role or influence over trading decisions;
- Equity (including stock, options, warrants, and the like), ownership, or founders' interests in non-publicly traded companies;
- Any fiduciary interest, such as service on the board of directors of a for-profit and/or not-for-profit organization; and,
- Any income, including royalty, equity, consulting fees or other payments, from for-profit and/or not-for-profit organizations.

Reporting Institution's Financial Interests. The following financial interests of the Institution must be reported to the Conflict of Interests Office no less than **annually** in accordance with procedures coordinated by MUSC's Institutional Conflict of Interests Officer, and must be updated within 30 calendar days after actual changes in financial and/or fiduciary interests are known. By State law, the only MUSC Enterprises that can hold equity interests are the MUSC Foundation for Research Development, MUSC Foundation and MUSC Physicians. Specifically, all elements of MUSC shall report the following to MUSC's Institutional Conflict of Interests Officer:

- Equity and ownership interest(s) worth more than \$100,000 in any and all publicly-traded, for-profit organizations, except for interests held in the Institution's endowments, and those interests where Institutional Officials have no role in trading decisions;
- Equity and ownership interests of any amount in any for-profit and/or not-for-profit organization that is not publicly traded, except those interests where Institutional Officials have no role in trading decisions;
- Gifts of \$100,000 or more from any for-profit organization or philanthropic unit associated with a for-profit and/or not-for-profit organization; and,
- Payments, including royalty payments, resulting from technology transfer, licensing, and business activities such as Institutional consulting or service agreements that, for each arrangement, have the potential to exceed \$100,000 per year. Clinical care income and tuition income are not included as Institutional interests.

Sanctions for Violations. Violations of this Policy, including the failure to avoid a prohibited activity or disclose a conflict of interests in a timely manner, will be dealt with in accordance with applicable policies and procedures that may include disciplinary actions up to and including termination of employment.

Review Responsibility. ICOIs related to research not involving human subjects are reviewed by the Institutional Conflict of Interest Committee. ICOIs related to human subjects research will be reviewed by an appropriate MUSC Institutional Review Board as well as the Institutional Conflict of Interest Committee. The MUSC Institutional Conflict of Interests Committee is appointed by the President and the Vice President for Academic Affairs and Provost, Medical University of South Carolina. These two MUSC Officers will charge this Committee accordingly. A draft of the Committee's Charter and Operating Guidelines will be submitted for administrative approval shortly after this Policy is approved.

Institutional Conflict of Interest Committee Members. It is the responsibility of the President and Vice President cited above to select the members of this Committee. The members will be between three and five in number, and will not be employees of MUSC or its affiliates. It is strongly suggested that the Committee be composed of individuals who (a) can conduct objective reviews, (b) are knowledgeable collectively about the mission and funds flow of academic medical centers, and (c) have a well-grounded understanding of the principles that constitute institutional conflict of interests. All members will sign appropriate confidentiality statements/agreements.

The assessment in the reviews must consider whether the financial and/or fiduciary interests reported in accordance with this Policy have the potential to appear to affect any of the following:

- Safety of human research subjects;
- Safety of patients; and,
- Integrity of research.

The standards and evaluation criteria do not vary by funding or regulatory oversight; additionally, the same standards apply to reviews of the financial interests of the Institution and of the financial and/or fiduciary interests held by Institutional Officials.

Making Recommendations. The review of a specific institutional conflict of interest case may result in one of three recommendations:

- No institutional conflict of interest. The arrangement does not represent a significant actual, potential, or perceived institutional conflict of interest that needs to be managed;
- Manageable institutional conflict of interest. The arrangement can be managed with required changes. In cases determined by the Institutional Conflict of Interest Committee to be manageable, the committee will recommend one or more management measures. These may include, but are not limited to:
 - 1) effective recusal from decision-making regarding the proposed arrangement by the financially-interested Institutional Official and disclosure of the recusal to the appropriate individuals implementing the recusal;
 - 2) reduction in the magnitude of the financial and/or fiduciary interest
 - 3) disclosure of the financial interest in relevant publications, presentations, human subject consent forms, clinical procedure or other consent forms, educational material, etc.;
 - 4) oversight by a disinterested senior individual or by a committee of senior level, disinterested individuals; and/or,
 - 5) other measures as deemed appropriate.
- Unmanageable institutional conflict of interest. The arrangement is not manageable and either the activity may not proceed or the financial interest must be eliminated or reduced in a timely manner. In cases judged to be unmanageable, eliminating or reducing the financial interest is preferable to prohibiting the proposed activity. The reviewing bodies and the Institution should generally give precedence to activities that carry out Institutional missions over conflicting financial interests.

In all cases reviewed, the Institutional Conflict of Interests Committee must retain documentation of the review in accordance with established guidelines. In cases involving equity holdings that are considered to be an Institutional Conflict of Interest, a Management Plan must be developed to resolve the conflict and the implementation and oversight of the Plan must be reviewed periodically by the designated management team with reporting to the Conflict of Interests Office to assure compliance.

All recommendations of the Institutional Conflict of Interest Committee are presented to the MUSC Vice President for Academic Affairs and Provost, and the MUSC President for a decision. The decision is communicated by the President or the President's designee to: 1) the individuals affected; 2) the Chair of the Institutional Conflict of Interest Committee through the MUSC Institutional Conflict of Interest Officer; and, 3) the Chair of the IRB through the Director of the Office of Research Integrity when human subjects research is involved.

For any ICOI issue involving human subjects research, the IRB of record will have final authority to decide whether the interest and its management, if any, allows the human subjects research to be approved.

Institutional Investment Assets, including Endowment. The Institution's endowment includes assets received from philanthropy, investment, and other sources. The Institution hereby affirms that the individuals charged with managing the investments and endowments of the Institution will not communicate with Institutional Officials or Institutional researchers concerning the conduct and interpretation of ongoing or planned research performed at the Institution for the purpose of influencing investment decisions. Maintaining this robust "firewall" is essential for ensuring that the core activities of the Institution are not affected, or perceived to be, affected by the Institution's interest in maximizing the value of the endowments. If an individual becomes aware of a situation in which there appears to be a conflict of interest involving philanthropic gifts, solicitation of gifts, or management of the endowments, the individual must notify the appropriate Compliance Officer and/or the MUSC Institutional Conflict of Interest Officer who will ensure that a thorough review of the arrangement is conducted, and if necessary, will refer the matter to the Institutional Conflict of Interest Committee.

Implementation. The MUSC Institutional Conflict of Interest Officer is responsible for procedures to implement this policy.

Appendix A: Examples of Institutional Conflict of Interests

Financial relationships with external entities give rise to impermissible institutional conflict of interests when, in the interest of financial gain to the University or its internal units, the objectivity of the decision-making process or the allocation of resources is influenced in ways that (1) compromise the integrity of the University in fulfilling its mission, and (2) would not occur but for the existence of the external financial relationship.

Institutional Conflict of Interest Examples. The following examples are not intended to be exhaustive:

1. Seeking to influence the award or terms of a University contract, including but not limited to research contracts, with an external entity because of a past, present or future gift from the external entity.
2. Seeking to influence a University research review committee [such as Institutional Animal Care and Use Committee (IACUC) or an Institutional Review Board (IRB)] to grant concessions or exceptions in reviewing or monitoring a research project involving technology in which the University has an equity interest.
3. Seeking to influence a University research review committee (such as IACUC or IRB) to grant concessions or exceptions in reviewing or monitoring a research project sponsored by an external entity in which the University has a financial interest.
4. Involvement by a University official in decisions affecting the terms and conditions of a faculty member's University employment when the University official has made a personal financial investment in the faculty member's start-up company.
5. Involvement by a University official affecting the terms and conditions of University business relationships with a University faculty member's start-up company when the University official has made a personal financial investment in that start-up company.
6. Involvement by a University official in approving the investment of University funds in an entity in which that official holds a personal financial interest.

***Potential* Institutional Conflict of Interests Examples.** The following examples are not intended to be exhaustive:

1. Where the University is entitled to receive royalties from the sale of a technology that is proposed to be the subject of a University research project.
2. Where the University, through technology licensing activities, holds an equity interest or an entitlement to equity of any value in a non-publicly traded sponsor of

research at the University.

3. Where the University, through technology licensing activities or otherwise, holds a significant equity interest in a publicly traded sponsor of research at the University and University Official(s) responsible for managing that equity interest are also involved in decisions concerning the conduct of University research sponsored by the entity.

4. Appointment of a University official with broad administrative authority to serve with or without compensation in either a personal or representative capacity as an officer, director, or scientific advisory board member of a sponsor of research conducted at or under the auspices of the University.

5. Allocation of laboratory or office space by a University academic department in a manner that unduly favors investigators whose research is sponsored by an entity that has provided the department with gifts.

Appendix B: Special Procedures for Human Subjects Research

The Foundation for Research Development, the MUSC Foundation, and MUSC Physicians shall compile a list of all entities in which the University holds an equity interest as part of a licensing arrangement and shall provide this list to all IRBs at the University. These Offices shall supplement the list as equity licenses are issued or as investments are sold.

In the event that the University or any University-related investment entity invests directly in an entity whose stock is not publicly traded, the Vice President for Academic Affairs and Provost will provide a list of such entities to all IRBs at the University. The Vice President shall supplement the list as additional investments are made or liquidated.

All human subjects research protocols submitted for regular or expedited review to any IRB must indicate 1) the nature and source of all drugs, devices or biologics to be used in the proposed research, 2) the source of all funding and 3) whether the proposed project involves the use of an invention or technology that is owned by the University or has been invented by a University employee or student.

An IRB shall refer a proposed research project to the MUSC Conflict of Interest Officer for further review under this Policy where:

- (1) The proposed research is funded by an entity on either the list compiled by the Foundation for Research Development, the MUSC Foundation, the MUSC Physicians, or the Vice President for Academic Affairs and Provost; or,
- (2) The proposed research studies otherwise involve an invention or technology owned by the University or invented by a University employee or student.

Appendix C: References

University of North Carolina, Chapel Hill Policy on Institutional Conflict of Interest
Copied with permission from UNC, Chapel Hill via Joy M. Bryde, MSW, Conflict of Interest Officer, Assistant Director, Institutional Research Compliance Program with copies to David M. Parker and Juliann Tenney.

URL is: http://www.unc.edu/campus/policies/institutional_policy.pdf

University of Alabama, Birmingham Policy on Institutional Conflict of Interest. Copied with permission from UAB via Brenda Cox with copies to Dr. J. Michael (Mike) Wyss (CIRB Chair) and Mr. Joseph (Joe) Roberson (Associate University Compliance Officer).

URL is:

<http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?plD=682&Source=http%3A%2F%2Fsppublic%2Ead%2Euab%2Eedu%2Fpolicies%2FPages%2Fkeywordlookup%2Easpx%3FpAN%3DC>

Respectfully submitted for your review,
Tom Higerd

**MEDICAL UNIVERSITY OF SOUTH CAROLINA
CONSTRUCTION CONTRACTS
MAY 17, 2012**

MUSC Indefinite Delivery Releases

Abate & Insulate, LLC \$796.00

Remove and dispose of asbestos-containing roof flashing in support of the Data Center Upgrade project.

Abate & Insulate, LLC \$650.00

Remove and dispose of asbestos-containing floor tile and mastic in support of Clinical Sciences Building 3rd Floor Neurology Phase II Renovation project.

Abate & Insulate, LLC \$605.00

Remove and dispose of asbestos-containing transite in support of the Haborview Office Tower Chilled Water Risers project.

Abate & Insulate, LLC \$520.78

Remove asbestos-containing material in support of the Clinical Science Building Suite 601 Renovation project.

Allen, H.R., Inc. \$15,686.00

Remove and reinstall domestic hot water piping at 135 Cannon Street at the request of Engineering and Facilities as a JACHO requirement.

Huss, Inc. \$120,896.62

Paint and patch walls at 135 Cannon Street at the request of the customer.

Abate & Insulate, LLC \$878.00

Remove and dispose of asbestos-containing material in support of flooring and ceiling repair at 20 Ehrhardt Street.

Bonitz Contracting & Flooring Group \$1,994.42

Provide 50 square yards of carpet tile and 120 linear feet of cove base in Clinical Science Building Room HE710 at the request of the customer.

Bonitz Contracting & Flooring Group \$1,603.21

Provide 24 square yards of carpet tile and 120 linear feet of cove base in Room HA315 of the Storm Eye Institute at the request of the customer.

Chastain Construction, Inc. \$7,563.76

Construct a wall on the 8th floor of the Storm Eye Institute at the request of the customer.

MUSC General Construction Projects

Erickson Associates, Inc. \$3,580.00

Make necessary repairs to condensate pump in support of the Drug Discovery Building project.

International Public Works, LLC \$21,359.00

Demolish generator shed in support of the Psych Institute Data Center Systems Upgrade project.

Metro Electric Co., Inc. \$1,125,000.00

Relocate two generators, setup and coordinate the existing emergency generator paralleling equipment in support of the Psychiatric Institute Data Center Systems Upgrade project.

Bonitz Contracting & Flooring Group \$260.00

Patch linoleum and sheet vinyl in Room BE115 in support of the Bioengineering Building project.

Cullum Constructors \$1,266,821.00

Installation of rooftop exhaust fans and extension of the emergency power system to the air handler in support of the Basic Science Building Exhaust and Emergency Power project.

Cullum Constructors \$3,200,352.00

Installation of new air handler in support of the Basic Science Building East Air Handler Unit Replacement project..

Image Resource, LLC \$5,886.50

Provide interior signage in support of the Hollings Cancer Center Mammography project.

Power Quality Solutions, LLC \$19,527.00

Provide Cellwatch Expansion for the UPS system in support of the Data Center Systems Upgrade project.

Chastain Construction, Inc. \$83,890.00

Make limited renovations on the third floor medicine room and adjacent space in support of the Institute of Psychiatry 3rd Floor Medicine Room project.

Chastain Construction, Inc. \$159,777.00

Renovation of a portion of the 4th floor of the Institute of Psychiatry to allow for Senior Care expansion.

Hill Construction Services of Charleston Inc. \$190,918.00

Interior demolition and renovation of two existing rooms into one retail pharmacy space at Hollings Cancer Center.

Bonitz Contracting & Flooring Group \$5,134.00

Furnish and install sheet vinyl and cove base in 106 Clinical Science Building waiting area at the request of the Medical University Hospital Authority.

Maner Builders Supply Company & Fence Division \$5,855.00

Furnish and install overhang at top of existing fence and a new double drive gate at the Institute of Psychiatry at the request of the Medical University Hospital Authority.

**MEDICAL UNIVERSITY OF SOUTH CAROLINA
PROFESSIONAL SERVICES
FOR REPORTING
MAY 17, 2012**

MUSC Indefinite Delivery Releases

S&ME, Inc. \$1,325.00

Provide limited asbestos assessment of the generator building in support of the Institute of Psychiatry Data Center project.

S&ME, Inc. \$10,108.00

Provide asbestos air monitoring in support of the Basic Science Building Dental Medicine Classroom project.

GWA, Inc. \$12,160.00

Provide design services for replacement of three automatic transfer switches in the Clinical Science Building for emergency and normal power supply connections in support of the Clinical Science Building Automatic Transfer Switches Replacement project.

Schmitt Walker Architects Ltd., LLC \$25,000.00

Provide architectural services in support of the Colbert Education Center and Library Building 2nd Floor Student Lounge project.

S&ME, Inc. \$956.00

Provide air monitoring in support of flooring and ceiling repairs at 20 Ehrhardt Street at the request of Occupational Safety.

ECHO Engineering LLC \$5,280.00

Provide engineering services to evaluate the condition of the chilled water system that serves AHU1, 2 and 3 at the Wellness Center at the request of Engineering and Facilities.

MUSC 230s

4SE Inc. \$2,350.00

Provide structural engineering services in support of the Hollings Cancer Center Pharmacy and Resource Center project.

Stubbs Muldrow Herin Architects, Inc. \$32,898.00

Provide architectural services to upgrade the existing smoke barrier wall to a 2-hour occupancy separation wall between the Psychiatric Hospital and University spaces on Floors 2, 3, 4 and 5 in support of the Institute of Psychiatry Fire Wall Modifications project.

Newcomb & Boyd \$11,095.00

Provide an assessment of the Institute of Psychiatry air handling unit at the request of the customer.

Forsberg Engineering

\$3,600.00

Provide preliminary site plan and attend meeting with the City of Charleston in support of the Proposed College of Dental Medicine Drop-Off Driveway project at the request of Engineering and Facilities.

Other Contracts**Soil Consultants, Inc.**

\$772.00

Provide anchor bolt special inspections in support of the Psychiatric Institute 3rd Floor Data Center Systems Upgrade project.

England Enterprises, Inc.

\$7,538.44

Provide special building inspections in support of the Psychiatric Institute Data Center Systems Upgrade project.

Carolina Air and Water Balancing Com

\$7,100.00

Provide testing and balancing of HVAC system in support of the Hollings Cancer Center Mammography Research Suite Renovation project.

Perkins & Will, Inc.

\$96,000.00

Provide architectural services to renovate lab and office space in support of the Clinical Science Building 9th Floor Renovation project.

Lord, Aeck & Sargent, Inc.

\$63,448.00

Provide architectural services to convert labs into offices in support of the Walton Floors 2,3, 6, 7 Renovation project.

IDC Contracts**Stubbs Muldrow Herin Architects, Inc.**

Provide architectural services on an as-needed basis throughout the campus with fees not exceeding \$50,000.

RMF Engineering, Inc.

Provide electrical engineering services on an as-needed basis over a two year period throughout the campus. Services not to exceed \$500,000 with individual releases not to exceed \$200,000.

GWA, Inc.

Provide electrical engineering services on an as-needed basis over a two year period throughout the campus. Services not to exceed \$500,000 with individual releases not to exceed \$200,000.

**Medical University of South Carolina
Board of Trustees
Policies and Procedures**

POLICY NAME: CODE OF CONDUCT			
APPROVED-BOARD OF TRUSTEES		DATE:	
EFFECTIVE DATE:	# OF PAGES	SECTION: AUDIT COMMITTEE (ITEM)	POLICY NUMBER: N/A
REPLACES POLICY: CODE OF CONDUCT MUSC – RESEARCH CODE OF CONDUCT			DATED: DECEMBER 9, 2005 APRIL 12, 2001

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the Medical University of South Carolina, its agents or affiliates (including but not limited to the Medical University Hospital Authority, MUSC Physicians, Carolina Family Care, the MUSC Foundation, and the Foundation for Research and Development hereafter, collectively referred to as "MUSC"), including executive officers, faculty, staff, and other individuals employed by MUSC using MUSC resources or facilities, and volunteers and representatives acting as agents of MUSC (hereafter collectively referred to as "employees"). This Code of Conduct is not an attempt to define everything one should and should not do, but to communicate MUSC's expectations of proper conduct and what professional conduct MUSC values.

MUSC has the expectation of each employee to conduct all activities in compliance with all applicable laws and regulations and with the utmost ethical integrity. While the information that follows in this section is not all inclusive, it is indicative of important activities involving MUSC employees in their daily business and workplace operations.

Those acting on behalf of MUSC have a general duty to conduct themselves in a manner that will maintain and strengthen the public's trust and confidence in the integrity of MUSC and take no actions incompatible with their obligations to MUSC. Employees shall adhere to the applicable laws, rules, regulations and policies of governmental and institutional authorities. The failure to do so will be grounds for disciplinary action, up to and including termination of employment.

Employees are responsible for reporting any activity reasonably believed in violation of a law, rule, regulation and/or policy. This can be done through the employee's chain of command, the Compliance Office, the Office of Internal Audit, or via the Confidential Hotline at 1-800-296-0269 (toll-free, available 24 hours a day, seven days a week). MUSC will neither discriminate nor retaliate against any employee who reports in good faith any instance of conduct that does not comply or appear to comply with laws, rules, regulations and/or policies.

Ethical Standards

South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law") makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with MUSC/MUHA, unless certain exceptions apply. No provision of this policy supersedes the Ethics Law. The South Carolina Ethics Law can be found in its entirety at

<http://www.scstatehouse.gov/code/t08c013.php>.

Some general ethical standards that apply to MUSC employees are:

- No employee shall accept or solicit any gift, favor, or service that might reasonably appear to influence the employee in the discharge of duties.
- No employee shall disclose confidential information or use such information for his or her personal benefit.
- No employee shall make personal investments that could reasonably be expected to create a conflict between the employee's private interest and the public interest.
- No employee shall accept other outside or dual employment or compensation that could reasonably be expected to impair the employee's independence of judgment in the performance of the employee's public duties.
- Sexual misconduct and sexual harassment are unacceptable behaviors. This includes verbal or physical conduct of a sexual nature.
- No employee shall misrepresent themselves or the institution in any way. This includes, but is not limited to, clinical or research documentation, submission of claims for reimbursement, submission of timesheets, and advertising of services.

Standards of Conduct

The attached grid is intended to be a resource for employees in a number of areas that are considered "standards of conduct." It is not considered an all-inclusive list of standards. The addendum will be periodically updated to reflect policy changes. Employees are responsible for ensuring they follow the most current policies.

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Access to Facilities and Services. The University is committed to complying with the provisions of the <i>Americans with Disabilities Act</i> and providing equal employment opportunities and equal access to all Health Science Center facilities and services for those with disabilities.	http://www.musc.edu/hrm2/policies/policy24.html	http://mcintranet.musc.edu/hr/documents/POLICY24-ADA.pdf https://www.musc.edu/medcenter/policy/Med/A029.pdf https://www.musc.edu/medcenter/policy/Med/C063.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.11.0_Americans_with_Disabilities_Act_ADA.pdf
Accuracy of Records. All records (medical, operational, financial, etc.) should be maintained in accordance with applicable laws and policies. No one may alter or falsify information on any record or document.		https://www.musc.edu/medcenter/policy/Med/A083.pdf https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/uma/compliance/C001.pdf http://mcintranet.musc.edu/uma/compliance/C002.pdf
Billing Compliance. All claims for reimbursement made by or on behalf of University's physicians and other healthcare practitioners and services shall adhere to applicable laws, regulations, and University policies. The institution will follow all legal and regulatory guidelines for billing services. The University shall collect only those amounts to which the institution is entitled, and promptly refund amounts billed and/or collected in error.		https://www.musc.edu/medcenter/policy/Med/A088.pdf	http://mcintranet.musc.edu/uma/compliance/plan.htm#VI
Computer Information Security.	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	https://www.musc.edu/medcenter/policy/Med/A035.pdf http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/
Computer Use.	http://www.musc.edu/inforesources/cup.html http://www.musc.edu/hrm2/policies/policy12.html	http://www.musc.edu/inforesources/cup.html	http://www.musc.edu/inforesources/cup.html http://mcintranet.musc.edu/uma/hr/policies/P.33.0_Electronic_Communications.pdf
Confidential Information. Confidential information about MUSC's students, patients, employees, and operations must not be shared with others, inside or outside the institution, unless the individuals have a legitimate need to know. Confidential information shall be shared in accordance with applicable laws, regulations, policies, and procedures.	http://www.musc.edu/security/policy/	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf https://www.musc.edu/medcenter/policy/Med/A084.pdf https://www.musc.edu/medcenter/policy/Med/A108.pdf

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Conflicts of Interest.	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_Policy_Signed.pdf	http://academicdepartments.musc.edu/provost/pdf/COI_BOT_Policy_Signed.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf	http://mcintranet.musc.edu/um/hr/policies/P.16.0_Ethics_and_Conflicts_of_Interest.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf
Contacts with the Media. It is the responsibility of Public Relations to represent the MUSC community with the media. Members of the Public Relations team are available to assist faculty, staff, students, and administrators in understanding an inquiry from a reporter prior to responding. They are qualified to assist MUSC staff in making educated decisions about how to provide commentary on a particular topic. Employees are encouraged to send the reporter to PR first, before deciding to comment or making arrangements for an interview. This step is not meant to block interviews; it is meant to protect the university and individuals from bad experiences and/or press in the media. ...	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	https://www.musc.edu/medcenter/policy/Med/A008.pdf https://www.musc.edu/medcenter/policy/Med/C006.pdf	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html
Contracts and Agreements.			
Drug-Free Workplace.	http://www.musc.edu/hrm2/policies/policy47.html	https://www.musc.edu/medcenter/policy/Med/A013.pdf http://mcintranet.musc.edu/hr/documents/POLICY47-DRUGFREEWORKPLACE.pdf	http://mcintranet.musc.edu/um/hr/policies/P.29.0_Drug_Free_Workplace.pdf
Dual Employment/Added Source/Secondary Employment.	http://www.musc.edu/hrm2/policies/policy38.html	http://mcintranet.musc.edu/hr/documents/POLICY38-SECONDARYEMPLOYMENT.pdf	http://mcintranet.musc.edu/um/hr/policies/P.45.0_Secondary_Employment.pdf
Equal Employment Opportunity.	http://academicdepartments.musc.edu/eeo/policies/non_discrimination.html http://www.dol.gov/whd/flisa/	http://mcintranet.musc.edu/hr/documents/EEO_Policy_Statement.pdf http://www.dol.gov/whd/flisa/	http://mcintranet.musc.edu/um/hr/policies/P.02.0_Equal_Employment_Opportunity.pdf
Fair Labor Standards Act.			
Family and Medical Leave Act.	http://www.musc.edu/hrm2/policies/policy30.html	http://mcintranet.musc.edu/hr/documents/POLICY30-FMLA.pdf	http://mcintranet.musc.edu/um/hr/policies/P.22.0_Family_and_Medical_Leave_Act_FMLA.pdf
Fraud, Waste, and Abuse.			
Intellectual Property.	http://www.musc.edu/hrm2/policies/policy43.html	https://www.musc.edu/medcenter/policy/Med/A067.pdf	
Copyright Compliance.	http://academicdepartments.musc.edu/provost/pdf/CopyrightPly0108.pdf http://www.musc.edu/inforesources/cup.html		
Research Integrity.	http://research.musc.edu/ori/index.html		
Records Retention.	http://arm.scdah.sc.gov/NR/rdonlyres/3DD568B6-A1FA-4667-AD7E-C60EBC5C934A/0/genskedSCU.pdf	https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/um/a/compliance/C001.pdf

Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Sexual Harassment and Sexual Misconduct.	http://www.musc.edu/hrm2/policies/policy46.html	http://mcintranet.musc.edu/hr/documents/POLICY46-SEXUALHARASSMENT.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.32.0_Anti_Harassment.pdf
Standards of Behavior.	http://www.musc.edu/hrm2/policies/Policy03.htm	http://mcintranet.musc.edu/hr/documents/POLICY12-STANDARDSOFBEHAVIOR.pdf	
Timekeeping.	http://www.musc.edu/hrm2/policies/policy29.html	http://mcintranet.musc.edu/hr/documents/POLICY29-TIMEANDATTENDANCEREPORTING.pdf http://mcintranet.musc.edu/hr/documents/POLICY11-TARDINESS.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.17.0_Work_Schedules_and_Timekeeping.pdf
Use of State-Owned Property.	http://www.musc.edu/hrm2/policies/policy45.html		
Workplace Health and Safety.	http://www.musc.edu/hrm2/policies/policy02.html	https://www.musc.edu/medcenter/eoc/safety/Management%20Plan%20-%20Safety.pdf https://www.musc.edu/medcenter/eoc/policy/toc.html	http://mcintranet.musc.edu/uma/hr/policies/P.29.0_Drug_Free_Workplace.pdf http://mcintranet.musc.edu/uma/hr/policies/P.08.0_Employee_Health_and_Safety.pdf
Workplace Violence.	http://www.musc.edu/hrm2/policies/policy40.html	https://www.musc.edu/medcenter/policy/Med/A052.pdf	http://mcintranet.musc.edu/uma/hr/policies/P.31.0_Violence_in_the_Workplace.pdf

CODE OF CONDUCT

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the Medical University of South Carolina, its agents or affiliates (including but not limited to the Medical University Hospital Authority, MUSC Physicians, Carolina Family Care, the MUSC Foundation, and the Foundation for Research Development hereafter, collectively referred to as "MUSC"), including executive officers, faculty, staff, and other individuals employed by MUSC using MUSC resources or facilities, and volunteers and representatives acting as agents of MUSC (hereafter collectively referred to as "employees").

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Ethical Standards

South Carolina Code (S.C. Code § 8-13-10 et seq.) (the "Ethics Law") makes it unlawful for public officials, public members, and public employees to use their position to obtain an economic interest or to have a financial interest in most any contract or purchase connected with MUSC/MUHA, unless certain exceptions apply. No provision of this policy supersedes the Ethics Law. The South Carolina Ethics Law can be found in its entirety at <http://www.scstatehouse.gov/code/t08c013.php>.

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- No employee shall disclose confidential information or use such information for his or

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her personal benefit.

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Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
Access to Facilities and Services. The University is committed to complying with the provisions of the <u>Americans with Disabilities Act</u> and providing equal employment opportunities and equal access to all Health Science Center facilities and services for those with disabilities.	http://www.musc.edu/hrm2/policies/policy24.html	http://mcintranet.musc.edu/hr/documents/POLICY24-ADA.pdf https://www.musc.edu/medcenter/policy/Med/A029.pdf https://www.musc.edu/medcenter/policy/Med/C063.pdf	http://mcintranet.musc.edu/um/a/hr/policies/P.11.0_Americans with Disabilities Act ADA.pdf
Accuracy of Records. All records (medical, operational, financial, etc.) should be maintained in accordance with applicable laws and policies. No one may alter or falsify information on any record or document.		https://www.musc.edu/medcenter/policy/Med/A083.pdf https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/um/a/compliance/C001.pdf http://mcintranet.musc.edu/um/a/compliance/C002.pdf
Billing Compliance. All claims for reimbursement made by or on behalf of University's physicians and other healthcare practitioners and services shall adhere to applicable laws, regulations, and University policies. The institution will follow all legal and regulatory guidelines for billing services. The University shall collect only those amounts to which the institution is entitled, and promptly refund amounts billed and/or collected in error.		https://www.musc.edu/medcenter/policy/Med/A088.pdf	http://mcintranet.musc.edu/um/a/compliance/plan.htm#VI
Computer Information Security.	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	https://www.musc.edu/medcenter/policy/Med/A035.pdf http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/	http://www.musc.edu/security/policy/ http://www.musc.edu/security/standards/
Computer Use.	http://www.musc.edu/inforesources/cup.html http://www.musc.edu/hrm2/policies/policy12.html	http://www.musc.edu/inforesources/cup.html	http://www.musc.edu/inforesources/cup.html http://mcintranet.musc.edu/um/a/hr/policies/P.33.0_Electronic Communications.pdf
Confidential Information. Confidential information about MUSC's students, patients, employees, and operations must not be shared with others, inside or outside the institution, unless the individuals have a legitimate need to know. Confidential information shall be shared in accordance with applicable laws, regulations, policies, and procedures.	http://www.musc.edu/security/policy/	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf	http://www.musc.edu/inforesources/lanvision/Regulations_Policies_Guidelines/MUSC_ConfidentialityofPatientInfoPolicy.PDF https://www.musc.edu/medcenter/policy/Med/C003.pdf https://www.musc.edu/medcenter/policy/Med/A110.pdf

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<u>Conflicts of Interest.</u>		http://academicdepartments.musc.edu/provost/pdf/COI_BOT_Policy_Signed.pdf		http://mcintranet.musc.edu/um/hr/policies/P.16.0_Ethics_and_Conflicts_of_Interest.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf	http://mcintranet.musc.edu/um/hr/policies/P.16.0_Ethics_and_Conflicts_of_Interest.pdf https://www.musc.edu/medcenter/policy/Med/A114.pdf
<u>Contacts with the Media.</u> It is the responsibility of Public Relations to represent the MUSC community with the media. Members of the Public Relations team are available to assist faculty, staff, students, and administrators in understanding an inquiry from a reporter prior to responding. They are qualified to assist MUSC staff in making educated decisions about how to provide commentary on a particular topic.		http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html		http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html	http://academicdepartments.musc.edu/academics/newsletter/newsletter_arch/news/PRMedia.html
<u>Contracts and Agreements.</u>					
<u>Drug-Free Workplace.</u>		http://www.musc.edu/hrm2/policies/policy47.html		http://mcintranet.musc.edu/um/hr/policies/P.29.0_Drug_Free_Workplace.pdf	http://mcintranet.musc.edu/um/hr/policies/P.29.0_Drug_Free_Workplace.pdf
<u>Dual Employment/Added Source/Secondary Employment.</u>		http://www.musc.edu/hrm2/policies/policy38.html		http://mcintranet.musc.edu/um/hr/policies/P.45.0_Secondary_Employment.pdf	http://mcintranet.musc.edu/um/hr/policies/P.45.0_Secondary_Employment.pdf
<u>Equal Employment Opportunity.</u>		http://academicdepartments.musc.edu/eeo/policies/non_discrimination.html		http://mcintranet.musc.edu/um/hr/policies/P.02.0_Equal_Employment_Opportunity.pdf	http://mcintranet.musc.edu/um/hr/policies/P.02.0_Equal_Employment_Opportunity.pdf
<u>Fair Labor Standards Act.</u>		http://www.dol.gov/whd/flsa/		http://www.dol.gov/whd/flsa/	http://www.dol.gov/whd/flsa/
<u>Family and Medical Leave Act.</u>		http://www.musc.edu/hrm2/policies/policy30.html		http://mcintranet.musc.edu/um/hr/policies/P.22.0_Family_and_Medical_Leave_Act FMLA.pdf	http://mcintranet.musc.edu/um/hr/policies/P.22.0_Family_and_Medical_Leave_Act FMLA.pdf
<u>Fraud, Waste, and Abuse.</u>					
<u>Intellectual Property.</u>		http://www.musc.edu/hrm2/policies/policy43.html		https://www.musc.edu/medcenter/policy/Med/A067.pdf	https://www.musc.edu/medcenter/policy/Med/A067.pdf
<u>Copyright Compliance.</u>		http://academicdepartments.musc.edu/provost/pdf/CopyrightPlcy0108.pdf http://www.musc.edu/info/serVICES/cup.html			

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Addendum Code of Conduct

Standard	MUSC Policy	MUHA Policy	UMA Policy
<u>Research Integrity.</u>	http://research.musc.edu/ori/index.html	https://www.musc.edu/medcenter/policy/Med/A082.pdf	http://mcintranet.musc.edu/umalcompliance/C001.pdf
<u>Records Retention.</u>	http://arm.scdah.sc.gov/NR/rdonlyres/3DD56886-A1FA-4667-AD7E-C60EBC5C934A/0/genskedSCU.pdf	http://mcintranet.musc.edu/hr/documents/POLICY46-SEXUALHARASSMENT.pdf	http://mcintranet.musc.edu/umalhr/policies/P.32.0_Anti_Harassment.pdf
<u>Sexual Harassment and Sexual Misconduct.</u>	http://www.musc.edu/hrm2/policies/policy46.html	http://mcintranet.musc.edu/hr/documents/POLICY12-STANDARDSOFBEHAVIOR.pdf	http://mcintranet.musc.edu/umalhr/policies/P.17.0_Work_Schedules_and_Timekeeping.pdf
<u>Standards of Behavior.</u>	http://www.musc.edu/hrm2/policies/Policy03.htm	http://mcintranet.musc.edu/hr/documents/POLICY29-TIMEANDATTENDANCEREPORTING.pdf	http://mcintranet.musc.edu/umalhr/policies/P.08.0_Employee_Health_and_Safety.pdf
<u>Timekeeping.</u>	http://www.musc.edu/hrm2/policies/policy29.html	https://www.musc.edu/medcenter/eoc/safety/Management%20Plan%20-%20Safety.pdf	http://mcintranet.musc.edu/umalhr/policies/P.29.0_Drug_Free_Workplace.pdf
<u>Use of State-Owned Property.</u>	http://www.musc.edu/hrm2/policies/policy45.html	https://www.musc.edu/medcenter/policy/toc.html	http://mcintranet.musc.edu/umalhr/policies/P.31.0_Violence_in_the_Workplace.pdf
<u>Workplace Health and Safety.</u>	http://www.musc.edu/hrm2/policies/policy40.html	https://www.musc.edu/medcenter/policy/Med/A052.pdf	
<u>Workplace Violence.</u>			

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Acknowledgement
I read the MUSC Code of Conduct and understand the contents pertain to all faculty, staff, employees and agents of MUSC. I understand that I am expected to adhere to this Code of Conduct and failure to do so will subject me to disciplinary action, up to and including suspension or termination. In addition, I understand there is also a range of penalties which can apply to individuals or organizations for violation of applicable Federal and State laws and regulatory requirements.

Print

Name

Department

Signature

Date

Rev 9/07

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Medical University of South Carolina

Code of Conduct

Introduction

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With regard to professional conduct, those acting on behalf of MUSC should practice:

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Integrity by maintaining an ongoing dedication to honesty and responsibility;

Trustworthiness by acting in a reliable and dependable manner;

Evenhandedness by treating others with impartiality;

Respect by treating others with civility and decency;

Stewardship by exercising custodial responsibility

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MUSC academic, intellectual, financial, and material assets and resources;

Compliance by following Federal and State laws and regulations and MUSC policies and procedures related to their duties and responsibilities;

Confidentiality by protecting the integrity and security of MUSC information such as patient records, employees files, student records, and contract negotiation documents;

Reporting any activity reasonably believed to violate Federal or State laws or regulations or MUSC policies or procedures.

Reporting Possible Violations

Report

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, or any Federal or State healthcare requirement by means

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Federal or State laws and regulations or MUSC policies and procedures. A MUSC member has the right to remain anonymous, as allowed by law, and to use confidential mechanisms provided by MUSC to disclose non-compliant activity without fear of retaliation of such reports.

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