

### **10A NCAC 13B .3602 RESPONSIBILITIES**

The governing body shall adopt written policies, rules, and regulations that specify the officer or officers that shall:

- (1) act for the chief executive officer in his absence;
- (2) manage the facility consonant with its expressed aims and policies;
- (3) attend meetings of the governing body and appropriate meetings of the medical staff;
- (4) implement policies adopted by the governing body for the operation of the facility;
- (5) organize the administrative functions of the facility, delegate duties and establish formal means of accountability on the part of subordinates;
- (6) establish such facility departments as are indicated, provide for departmental and interdepartmental meetings and attend or be represented at such meetings, and appoint hospital departmental representatives to medical staff committees where appropriate or when requested to do so by the medical staff;
- (7) appoint the heads of administrative departments;
- (8) report to the governing body and to the medical staff on the overall activities of the facility as well as on appropriate federal, State and local developments that affect health care in the facility;
- (9) review the annual audit of the financial operations of the facility and acting upon recommendations therein;
- (10) provide fiscal planning and financial management of the facility including the provision of annual budgets and periodic financial status reports to the governing board;
- (11) develop in cooperation with the departmental heads and other appropriate staff, an overall organizational plan for the facility which will coordinate the functions, services and departments of the facility, when possible; and
- (12) require that the agreements with service providers, such as laundry, laboratory and imaging, specifically indicate that compliance will be maintained with applicable State rules as would apply to the same services if provided directly by the facility.

*History Note: Authority G.S. 131E-79;  
Eff. January 1, 1996;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 22, 2017.*