



Neurodiagnostic Standards – Tele-EEG

Version October 2008 – v3

Revision Date: October 2008 v3
Approval Date: February 1991
Originating Committee: Advisory Committee on Clinical Neurodiagnostics

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1.0 Introduction

Alberta's *Health Professions Act* provides for the accreditation of medical services in non-hospital facilities by the College of Physicians & Surgeons of Alberta. Section 8.1 in Schedule 21 of the *Act* states:

- 8.1(1)** A regulated member shall not provide a prescribed health service, or cause a prescribed health service to be provided, in a facility unless the facility is an accredited medical facility or a facility referred to in subsection (2).
- (2)** Subsection (1) does not apply with respect to a prescribed health service provided in
- (a) an approved hospital within the meaning of the *Hospitals Act*,
 - (b) a hospital operated by the Government of Canada,
 - (c) a health care facility operated by the Government of Canada or the Government of Alberta,
 - (d) a hospital, clinic or centre operated by a regional health authority under the *Regional Health Authorities Act*,
 - (e) a facility within the meaning of the *Mental Health Act* or an accredited health centre established for the purpose of section 49(b) of the *Mental Health Act*, or
 - (f) a facility that is prescribed in the regulations.

Neurophysiology services are one of many health services for which the CPSA requires accreditation. A complete list of prescribed health services is contained in the CPSA's by-laws and available on the CPSA's website.

The CPSA also applies its accreditation standards to Neurophysiology services in approved hospitals through contract with Alberta Health Services.

The Advisory Committee on Clinical Neurophysiology is a standing committee of the College of Physicians & Surgeons of Alberta which advises the Medical Facility Accreditation Committee (MFAC) of the CPSA with respect to all matters pertaining to neurophysiology facilities. The CPSA provides this service to those facilities approved under the *Hospitals Act* through contract with Regional Health Authorities.

The Committee may consider issues related to the provisions of neurophysiology services, and these issues may include, but are not restricted to, the following:

1. Develop and maintain evidence based standards/guidelines for clinical neurophysiology practice;
2. Monitor compliance with CPSA approved standards through on-site assessments for accreditation;
3. Assess physicians' qualifications and preparedness to interpret neurophysiology studies against CPSA approved training requirements for EEG, EMG and EP;
4. Provide education to promote safety and quality improvement initiatives;
5. Facilitate of the introduction of new services;
6. Respond to the needs of stakeholders for improved clinical neurophysiology services in Alberta;
7. Review and audit of the business practices of the facility to ensure compliance with relevance CPSA by-laws.

The CPSA requires all accredited medical facilities to have a Medical Director (i.e. a practitioner who is registered with the Alberta College of Physicians & Surgeons) who is accountable for the practice of medicine within the facility. Medical Directors shall be satisfied as to the standing of other professionals with their respective regulatory bodies and as to the safety of their practices.

Note: This document incorporates standards and guidelines in a diagnostic and treatment facility approved by CPSA Council:

- **“shall” is used when a section is a requirement for accreditation;**
- **“should” is used when a section is recommended; and**
- **“may” is used when a section is discretionary.**

Due to the constantly changing spectrum of medicine, these standards/guidelines will be reviewed on a regular basis and revised when necessary. Input from facilities is encouraged to assist in keeping the document up to date.

2.0 Standards

The following standards reflect limitations of the technology available in Alberta in the year 2003 for the provision of tele-EEG services. Those limitations prevent substitution of tele-EEG for conventional on-site EEG in many cases. For instance, as soon as it is feasible tele-EEG should incorporate simultaneous video transmission to permit the receiving-site to observe patients during studies.

The following standards are supplementary to the general standards for accreditation of EEG laboratories in Alberta and may be amended from time-to-time:

1. The tele-EEG service shall have a medical director who is approved to interpret EEGs by the College of Physicians & Surgeons of Alberta.
2. The duties of the Medical Director shall be consistent with section 3.3 of the CPSA Standards and Guidelines for Electroencephalography (EEG) Laboratories.
3. The medical director of the tele-EEG service shall make all final decisions as to the need for any patient to have an on-site EEG performed instead of or in addition to a tele-EEG.
4. EEG electronic transmissions should not be used for the determination of electrocerebral silence.
5. The receiving-site shall be fully accredited by the College of Physicians & Surgeons.
6. The receiving-site EEG technologist shall be registered with the Canadian Board of Registration of Electroencephalograph Technologists, or equivalent.
7. The sending site shall have a local physician who is responsible for care of patients undergoing studies with duties consistent with section 3.2 of the CPSA Standards and Guidelines for Electroencephalography (EEG) Laboratories.
8. The sending-site technician shall be trained for his or her duties by EEG technologist(s) at the receiving-site to the satisfaction of the medical director of the tele-EEG service.
9. The sending-site technician and the receiving-site technologist shall be in constant contact (by digital or voice link) during transmission of the EEG.
10. All electronically transmitted EEGs shall be transmitted in digitized format.
11. Event markers or other signaling capability shall be built into the system to allow correlation with the transmitted recording.
12. In addition to the information currently listed in the general standards, documentation incorporated into the transmitted record shall include:
 - 12.1 Calibrations
 - 12.2 Changes in instrument controls and montages
 - 12.3 Patient behavior and activity
13. Periodic checks of equipment shall be performed to ensure adequacy of frequency response.

14. A record of the EEG study and interpretive report shall be stored at the receiving-site according to the requirements of the CPSA for the storage of medical records.
15. A copy of the interpretive report shall be stored at the sending-site according to the requirements of the CPSA for the storage of medical records.