

Administration of Midwifery Practices

The Department of Professional Practice & Health Policy frequently receives calls requesting information regarding the administration of midwifery practices. “*Should a midwifery practice identify a director/coordinator/chief midwife,*” “*What is the role of that person?*” and “*What resources exist to assist midwives in an administrative role?*” Below are a number of resources that are useful in addressing these and similar questions.

ACNM QuickInfo – Productivity & Compensation

This document answers questions dealing with salaries, salary negotiation, and productivity evaluation.

An additional resource on productivity and compensation is: Maytac HG, Fitchitt BL, Dearing RH. Compensation models of certified nurse-midwives in clinical practice. *J Perinat Neonatal Nurs* 1996; 10:36-45.

“Defining Who is in Charge” *Quickening*, Jan/Feb 2006

This Professional Connection article in the ACNM newsletter, *Quickening*, (http://www.midwife.org/siteFiles/education/Defining_Who_is_in_Charge.pdf) outlines specific areas in which the role of director/coordinator can make a significant contribution to the success of a practice: risk management; contact person; long range planning; employee satisfaction; professional contacts; political contacts; education and recruitment. If a letter addressing these issues would be helpful in your setting, contact the Department of Professional Practice & Health Policy.

Other Resources:

Midwifery Business Network

The Midwifery Business Network (MBN), (formerly the Service Director’s Network) is an organization (separate from ACNM) of certified nurse-midwives (CNMs) and certified midwives (CMs) who administer midwifery practices. The group was formed in 1982 to provide a network for sharing ideas and concerns that are unique to the administration of midwifery practices. The MBN is open to any CNM/CM who directs a practice, regardless of the size. Membership dues are \$35 a year for each service. Visit their Web site, <http://www.midwiferybusinessnetwork.com/>, for more information.

MBN meets each year at the ACNM Annual Meeting, generally the day before the Opening General Session. There is also a two-day meeting in the fall, usually the fourth weekend in October, which includes continuing education offerings and a joint meeting with the Education Program Directors. Other seminars may be offered from time to time. For general information and seminar dates and registration, please visit their Web site at <http://www.midwiferybusinessnetwork.com/>.

MBN also publishes the *Administrative Manual for Nurse-Midwifery Services (3rd edition, 2006)*. Often called “the Services Director’s Manual,” this publication provides invaluable information to anyone administering a midwifery practice. Topics include: Models of Practice, Financial Management, Quality Management, Human Resources, and Students. To order this publication, please visit their Web site.

Business Concepts for Healthcare Providers – Joan Slager

This handbook provides a basic understanding of the most common concepts of the business of being a healthcare provider. Discusses billing, coding, benchmarking practice, contract negotiation, managing liability, legal issues, tax information and more.

The ACNM “*QuickInfo*” series was developed by the Department of Professional Practice & Health Policy to respond to common inquiries by summarizing ACNM resources regarding a particular topic, as well as listing selected literature and a variety of other resources. Your feedback is welcomed; contact Professional Practice & Health Policy at 240-485-1800 or profsvcs@acnm.org. Listing of other services and products does not imply endorsement by ACNM.

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