

National Aeronautics and
Space Administration
Office of the Administrator
Washington, DC 20546-0001



August 15, 2003

TO: Occupational Health Medical COTRs
Clinic Medical Directors
Chief Nurses

FROM: AM/Chief Health and Medical Officer

SUJECT: NASA Medical Quality Assurance Program

The Office of the Chief Health and Medical Officer is pleased to release the NASA Medical Quality Assurance Program Desk Guide. Over a year of diligent effort went into the development and refinement of this document originally drafted by a consulting firm specializing in the interpretation of Joint Commission for the Accreditation of Healthcare Organizations (JCAHO) standards. After thoroughly testing its functionality with a NASA clinic staff, the draft and associated chronology of events leading up to it was subsequently vetted to all concerned parties on March 28, 2003 for a 2-month comment period.

The draft was well received and most reviewers felt it to be an excellent guide and best practices road map of the employee and management-directed principals that are the cornerstone of medical quality assurance. The final approved Guide is enclosed and should serve as your reference for meeting NASA's basic medical quality assurance goals.

A handwritten signature in black ink, appearing to read "Richard S. Williams".

Richard S. Williams, MD, FACS

Enclosure

cc:
HQ/AM/C. Angotti
KSC/AM/W. Barry
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