



# Guam Memorial Hospital Authority Aturidåt Espetåt Mimuriåt Guåhan



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## Informational Circular No. 7007

TO: All Department Heads/Section Heads  
VIA: JCAHO Compliance Officer *JDM*  
FROM: Hospital Administrator/CEO  
SUBJECT: **Admin Manual Policies—Reminder of Approaching Deadline**

*Hafa Adai.* As the deadline of October 31, 2006 approaches, all policies and procedures should be in the review process at this time. To clarify any confusion, this is to also include those policies within the GMH Administrative Manual. If your department/section is listed as a responsible party for a particular policy it is your responsibility to review and update (if necessary) this policy. If multiple departments/sections are listed as responsible parties then they, together, must review and update this policy. The deadlines set previously (refer to Information Circular No. 6187) are still applicable to GMH Administrative Manual:

- Policy & Procedure Review October 31, 2006
- Policy & Procedure Revision & Update November 30, 2006
- Submission for Approval December 01, 2006

Peter John D. Camacho, MPH

Cc: GMH Board of Trustees  
GMH Executive Management Council  
GMH Medical Executive Committee  
GMH Volunteers