

Midwives Alliance of West Virginia Case Review Procedures

Case review is: An informal process where midwives give and receive feedback about general and specific management issues, share birth stories, etc.

Case reviews are held: 4 times per year, during the Friday evening of each of MAWV's quarterly meetings. Case reviews may also take place at regional chapter meetings.

Membership requirements:

- **Voting members:** must attend at least one case review session at a MAWV quarterly meeting at least once every other year. Can attend reviews at regional meetings in interim years. An incident review session may substitute for case review in an interim year. A minimum of 3 voting members must be present for a case review session to be official.
- **Student members:** Same conditions apply as for voting members.
- **Affiliate members:** must attend one case review session at least once every 2 years, at either a regional or quarterly MAWV meeting. While affiliate members are not required to attend case review every year, they are encouraged to do so when possible.

Case review can be used:

- **To share birth stories.**
- **To review reportable incidents (see Incident review procedures).**
At least 2 other voting members must be present to complete an incident review. If not enough midwives are present, the midwife bringing the incident can review the incident via phone or Skype with 2 other members, or bring the incident to another meeting.
- **To resolve complaints and concerns about a midwife.**
MAWV can also offer non MAWV midwives opportunities to resolve complaints through our case review process. Midwives involved in a complaint must agree to attend the case review. Complainants may be invited to attend, or may be required to attend, when appropriate. When complainants are not required to attend, the Executive Board or MAWV's Accountability Committee will contact them after the review to share the results of the review.

Confidentiality at case reviews: MAWV recognizes that situations can arise during quarterly meetings where a midwife might require extra confidentiality during discussion of a specific case, such that the case is shared with only a few participants. The group present during such a situation can determine if the request is legitimate. Alternatively, the midwife may make the request in advance to the membership as a whole via the listserv, or may consult the Executive Board.

In an urgent situation, any MAWV member can request that an entire review session be closed to guests and open only to MAWV members. This request should be made

in advance of the case review session in question. In general, however, MAWV welcomes guests to case review sessions.