

## Easy Ways to Avoid Disciplinary Actions

The following common violations can lead to administrative penalties or other disciplinary actions. Be aware and avoid trouble.

- ☆ **Requests for Medical Records:** Board Rule 165 requires physicians to provide properly requested patient records within 15 business days. Proper charges may be billed, but send the records along with the bill; don't wait for payment. Go to <http://www.tmb.state.tx.us/rules/rules/165.php> to see the full rule.
  - ☆ **Death Certificates:** The Texas Health and Safety Code requires that a physician sign a death certificate within five days. The law is in section 193.005; it is at <http://www.capitol.state.tx.us/statutes/docs/HS/content/hm/hs.003.00.000193.00.htm#193.003.00>
  - ☆ **Advertising:** Section 164.4 of Chapter 164 of the Board Rules states that "[a] physician is authorized to use the term 'board certified,' or any similar words or phrase calculated to convey the same meaning in any advertising for his or her practice if the specialty board which conferred the certification and the certifying organization meets [certain] requirements." See the full rule at <http://www.tmb.state.tx.us/rules/rules/164.php#1644> for the criteria and requirements to be met for physician advertising. ◆
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