


June 29, 2023

To: Medical School Executive Committee
Strategic Leadership Council

From: Timothy H. Dellit, M.D. 

Re: Delegation of Authority

Dear Colleagues:

Pursuant to the delegation of authority from the University President, I have authority for the operation and management of UW Medicine. In my role as Interim Chief Executive Officer, UW Medicine and Interim Vice President for Medical Affairs and Dean of the School of Medicine (CEO/EVPMA/Dean), I have delegated to other UW Medicine officials some of my authority to sign documents necessary to fulfill our mission. The enclosed Delegations of Authority for State Entities of UW Medicine (effective July 1, 2023) describes these delegations.

Please distribute this communication to your staff and distribute further as needed. If you have any questions, please contact Lauren Fischer, Assistant Director of Business Affairs, UW Medicine at dunnuck@uw.edu or (206) 221-1894.

Enclosure

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Delegations of Authority

DELEGATIONS OF AUTHORITY FOR STATE ENTITIES OF UW MEDICINE Effective October 1, 2014; Revised June 1, 2017; Revised January 13, 2021; Revised July 1, 2023

Pursuant to the authority of the University of Washington (“UW”) President, the Chief Executive Officer, UW Medicine, and Executive Vice President for Medical Affairs and Dean of the School of Medicine, University of Washington (CEO/EVPMA/Dean) has been delegated authority for the operation and management of UW Medicine as described in the Standing Orders of the Board of Regents, the Executive Orders of the UW President, the Administrative Orders of the UW President and individual delegations from the UW President, unless such authority has been reserved to another University officer. The CEO/EVPMA/Dean may further delegate this authority; however, any authority delegated by the CEO/EVPMA/Dean shall always be subject to the ultimate authority of the CEO/EVPMA/Dean.

This document describes the delegations of authority from the CEO/EVPMA/Dean within the state components of UW Medicine: UW Medical Center, Harborview Medical Center (operated pursuant to a Hospital Services Agreement with King County), Airlift Northwest and the School of Medicine. This document does not address the non-state clinically integrated components of UW Medicine (Fred Hutchinson Cancer Center, Valley Medical Center, UW Physicians and parts of UW Medicine Primary Care) or the University’s membership in Children’s University Medical Group, PNWCIN LLC d/b/a Embright, UW Medicine Choice Care and the RCCH/LifePoint-UW Medicine joint venture. The authority of the CEO/EVPMA/Dean with regard to each of the above non-state component entities is determined by the governance documents establishing the relationship and pursuant to the delegations of authority from the UW President to the CEO/EVPMA/Dean.

Additional Notes:

- Unless expressly limited, the delegations of authority from the CEO/EVPMA/Dean set forth below shall be in full. Despite this, any individual that sub-delegates authority to sign retains that authority as well.
- Where authority is described as “joint” below, both individuals with delegated authority shall sign.
- The authority and delegations set forth herein apply regardless of whether positions are permanent or interim appointments.
- If and when a unit has sub-delegated further than what is outlined below, such delegations shall be in writing and consistent with the delegations outlined herein. In addition, those documented sub-delegations (and updates thereto) shall be provided to the UW Medicine Assistant Director of Business Affairs.
- Where reporting to the Regents is required, please notify the UW Medicine Chief of Staff and Chief Financial Officer.
- In general, the UW Board of Regents has retained authority for instruments where the anticipated cost or value to the University exceeds \$15 million. As a result, the delegations from the CEO/EVPMA/Dean set forth below are for instruments where the cost or value is up to \$15 million, unless otherwise noted.

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- In general, instruments between \$5 million and \$15 million must be reported to the UW Board of Regents quarterly (denoted as *).
- If an individual with delegated authority to sign is not the same as the individual with budget approval authority for activity, confirm budget approval prior to signature.

[Delegations Reserved by the CEO/EVPMA/Dean](#)

[Delegations to President, UW Medicine Hospitals & Clinics/Vice President for Medical Affairs, UW \(“PH&C”\)](#)

[Delegations to UW Medicine Chief Financial Officer/Vice President for Medical Affairs, UW \(“CFO”\)](#)

[Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW \(“CBO”\)](#)

[Delegations to UW Medicine Chief Medical Officer/Vice President for Medical Affairs, UW \(“CMO”\)](#)

[Delegations to UW Medicine Chief Advancement Officer/Vice President for Medical Affairs, UW \(“CAO”\)](#)

[Delegations to Vice Deans & Others](#)

Delegations of Authority

#	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
1	Delegations Reserved by CEO/EVPMA/Dean					
1.1	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate the CBO, the CFO, the CMO, the CAO, the PH&C, the Chief Marketing and Communication Officer, the Chief Compliance Officer, and as applicable, the Chief of Staff.	None	None	None	None	Note: Vice Dean for Administration and Finance provides human resources support to CEO/EVPMA/Dean.
1.2	Instruments designating space assigned to UW Medicine as clinical, school, administrative or other.	None	None	None	None	For space designated by CEO/EVPMA/Dean as clinical, see delegation under 2.10. For space designated by CEO/EVPMA/Dean as School, see delegation under 7.12.
1.3	Five State WWAMI Compacts less than \$15M.*	None	None	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
2	Delegations to President, UW Medicine Hospitals & Clinics/Vice President for Medical Affairs, UW (“PH&C”)					
2.1	Instruments for the delivery of hospital, clinic and air ambulance services that are less than \$15M when such authority is not delegated to another University official or another VPMA.*	PH&C	Chief Executive Officers for HMC and UWMC; Executive Director for Airlift; and Associate Vice President (AVP) for Primary Care and Population Health for the state components of UW Medicine Primary Care	None	None	Note: Third party payer reimbursement contracts are within the CFO’s delegation.
2.2	Instruments related to the integration of clinical care activities with external entities that are less than \$15M when such authority is not delegated to another University official or another VPMA.*	PH&C	Chief Operating Officer (<\$500,000)	None	None	If the agreement is an affiliation agreement that relates to the integration of clinical care, the authority to sign is joint with the CBO. If the arrangement involves deployment of School practitioner services, the authority to sign is with the Department Chair and the Vice Dean for Administration and Finance.
2.3	Instruments related to shared services that report to the PH&C but not through the CFO (for example, contact/transfer center and population health).	PH&C	Chief Operating Officer for instruments related to shared services that report into the Chief Operating Officer (<\$500,000)	None	None	Instruments related to shared services that report through the CFO are set forth under Section 3.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
2	Delegations to President, UW Medicine Hospitals & Clinics/Vice President for Medical Affairs, UW (“PH&C”)					
2.4	Non-purchasing instruments related to UW Medicine IT Services that are not otherwise delegated to another University official.	PH&C	Chief Information Officer	For information security obligations, Chief Information Security Officer	None	Example: Agreements related to inter-affiliate software uses and information exchanges. This Section 2.4 is not intended to cover instruments related to the sharing of clinical data and/or instruments related to the sharing of financial data.
2.5	Instruments related to capital construction programs for hospitals and clinics under \$15M not otherwise delegated to another University official.*	PH&C	Chief Executive Officers for HMC and UWMC; Executive Director for Airlift; and AVP for Primary Care and Population Health for the state components of UW Medicine Primary Care	None	None	Note: For HMC, also see Hospital Services Agreement between UW and King County for possible additional consultation/approval requirements.
2.6	Instruments related to procurement of HMC’s utility services for hospitals and clinics.	PH&C	HMC CEO	None	None	Note: Authority for utility services for all other state components of UW Medicine resides with the Executive Vice President for UW Finance & Administration.
2.7	Instruments for School practitioner funding from HMC, UWMC and Airlift.	PH&C	Chief Executive Officers for HMC and UWMC and Executive Director of Airlift	None	None	Clinical Department Funding master agreement joint with Vice Dean for Administration and Finance. Clinical Department Funding yearly agreements joint with Department Chair and Vice Dean for Administration and Finance.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
2	Delegations to President, UW Medicine Hospitals & Clinics/Vice President for Medical Affairs, UW ("PH&C")					
2.8	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate any UW classified or professional non-academic employee in the business units that report to the PH&C, including: Airlift, UW Medical Center, Harborview Medical Center and UW Medicine Primary Care; Medcon/Transfer Center/Contact Center/Population Health; UW Medicine IT Services; Coulter Service Excellence Program; Heart Institute and UW Medicine Pharmacy.	PH&C (except for the PH&C individually)	Chief Executive Officers for HMC and UWMC, Executive Director of Airlift and AVP for Primary Care and Population Health for the state components of UW Medicine Primary Care, subject to concurrence of PH&C for layoffs and terminations	For UWMC and HMC, medical centers HR subject to the concurrence of PH&C for layoffs and terminations	None	<p>Note: Authority for any UW classified or professional non-academic employee at UWMC and HMC is delegated directly from the UW President to hospital CEOs.</p> <p>Note: Authority to place on home assignment resides with the UW Vice President for Human Resources (HR).</p>

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
2	Delegations to President, UW Medicine Hospitals & Clinics/Vice President for Medical Affairs, UW (“PH&C”)					
2.9	Instruments related to (or setting forth obligations regarding) sharing UW Medicine clinical data for clinical care, healthcare operations or research.	PH&C	Senior Director for Enterprise Records & Health Information for instruments related to (or setting forth obligations regarding) sharing UW Medicine clinical data for clinical care, healthcare operations or research	None	None	<p>Note: Clinical data means patient data regardless of where it is stored, whether de-identified or not (including limited data sets). Clinical data may include individual patient-level financial data.</p> <p>For UWP authority related to UWP data, please see the UWP Operating Agreement. Anything not addressed in the Operating Agreement falls under the delegations outlined in this document.</p> <p>The delegation for Business Associate Agreements is set forth under Section 7.17.</p>
2.10	Instruments for assignment of clinical space once designated as clinical space by CEO/EVPMA/Dean.	PH&C	Chief Executive Officers for HMC and UWMC	None	None	
2.11	Instruments for real estate (e.g., leases) related to space for units that report to the PH&C under \$15M not otherwise delegated to another University official.*	PH&C	None	None	None	
2.12	Instruments for a UW Medicine Program Master Telehealth Services Agreement.	PH&C	Chief Operating Officer	None	None	Authority joint with CBO and Vice Dean for Administration and Finance.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
3	Delegations to UW Medicine Chief Financial Officer/Vice President for Medical Affairs, UW ("CFO")					
3.1	Instruments relating to the acquisition of goods and services, including group purchasing organization procurement, for HMC, UWMC and Airlift activities (such as patient-related goods and services, pharmaceuticals, supplies, media, equipment), where the anticipated cost or value to the University is less than \$15 million.*	CFO and PH&C (Joint)	For CFO, Chief Supply Chain Officer (<\$500,000) For PH&C, Chief Operating Officer (<\$500,000)	System Director, Strategic Sourcing (<\$100,000)	Manager of Contracting (<\$50,000)	<p>Note: Authority for instruments related to Information Technology (IT) (e.g., software, IT acquisitions) resides with the Executive Director of UW Procurement Services. The UW Medicine Chief Information Officer has a UW team member embedded within the UW Medicine team with signature authority for these instruments.</p> <p>Note: Authority for certain acquisitions of goods and services are delegated to another University official pursuant to an agreed-upon transition plan.</p> <p>Note: Approval of the HMC Board of Trustees is required for selection, maintenance and utilization of medical equipment valued above \$250,000.</p>
3.2	Instruments relating to UW Medicine payer contracting and payer relations, including value-based purchasing contracts for the UW Medicine Accountable Care Network, including associated subcontracts and vendor agreements, unless the authority is delegated to another University official.	CFO	Chief Contracting and Payer Relations Officer for all clinical entities except ALNW Executive Director for ALNW for ALNW services	None	None	<p>Note: Authority for all single case negotiations and recoveries for all clinical entities, including ALNW, resides with the Chief Contracting and Payer Relations Officer.</p> <p>Note: If neither the Executive Director for ALNW nor the CFO is available, then the Chief Contracting and Payer Relations Officer has delegated authority for ALNW services.</p>

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
3	Delegations to UW Medicine Chief Financial Officer/Vice President for Medical Affairs, UW ("CFO")					
3.3	Instruments related to financial write offs for the Medicare, Medicaid, and SCHIP Extension Act (MMSEA) program.	CFO	Senior Director, UW Medicine Clinical Risk Management	None	None	
3.4	Instruments related to compliance with the 340B program.	CFO	Enterprise Finance Officer, AVP, UW Medicine	None	None	
3.5	Instruments related to government financial reimbursement programs (for example Medicare, Medicaid, cost reporting) and general financial instruments not otherwise delegated to another University Official.	CFO	Enterprise Finance Officer, AVP, UW Medicine	None	None	
3.6	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate any UW-employed classified or professional non-academic employee in the following business units that report to the CFO, including: UW Medicine Government Financial Relations and Reimbursement; UW Medicine Contracting and Payer Relations; UW Medicine Supply Chain; UW Medicine Enterprise Records & Health Information; UW Medicine Revenue Cycle Operations; and UW Medicine Accounting and Finance.	CFO (except for the CFO individually)	UW Medical Centers HR subject to the concurrence of the CFO for layoffs and terminations	None	None	Note: Authority to place on home assignments resides with the UW Vice President for HR.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
4	Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW ("CBO")					
4.1	Instruments for School practitioner funding with UW Medicine clinically integrated component entities (including VMC) and Fred Hutchinson Cancer Center.	CBO and PH&C (Joint)	For CBO, Vice Dean for Administration and Finance For PH&C, for instruments not otherwise covered by Section 2.7, Chief Operating Officer	Associate Dean and SoM Chief Financial Officer	None	Note: See PH&C delegation for further delegations for hospitals and clinics.
4.2	Instruments for UW Medicine affiliation agreements that are less than \$15M.*	CBO	Clinical Business and Regulatory Affairs Officer	None	None	If the affiliation agreement is related to the integration of clinical care, the authority to sign is joint with the PH&C.
4.3	UW Medicine business instruments, including non-disclosure agreements, less than \$15M and not otherwise delegated to another University official or other VPMA.*	CBO	For SoM non-clinical non-research business instruments, Clinical Business and Regulatory Affairs Officer	For SoM non-clinical non-research business instruments, Associate Dean, SoM Business and Regulatory Affairs	For SoM non-clinical non-research business instruments, SoM Director of Contracting & Regulatory Affairs	Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.
4.4	Instruments related to capital construction programs for the School of Medicine (SoM) not otherwise delegated to a University official.	CBO	None	None	None	
4.5	Instruments providing notice of material healthcare transactions pursuant to Ch. 19.390 RCW.	CBO	Clinical Business and Regulatory Affairs Officer	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
4	Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW ("CBO")					
4.6	Instruments related to legal representation by Special Assistant Attorneys General ("SAAG"), including general business instruments associated with that legal representation.	CBO	Clinical Business and Regulatory Affairs Officer	For instruments for SAAG legal services, UW Medicine Senior Director of Business Affairs	None	For instruments for SAAG legal services, authority is joint with the Vice President for Medical Affairs with authority over the substantive area for which legal advice is sought.
4.7	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate, or approve 100% or international remote work for, any UW-employed classified or professional non-academic employee in the following business units that report to the CBO, including: School of Medicine, UW Medicine Government Relations, UW Medicine Clinical Business Affairs, UW Medicine Faculty Business Planning, and UW Medicine Compliance. In addition, the CBO has oversight for EVPMA Executive Staff.	CBO (except for the CBO individually)	Vice Dean for Administration and Finance Approval of 100% or international remote work is not delegated further.	Associate Dean, Administration and Operations	SoM Director of HR Operations	Note: Authority to place on home assignment resides with the UW Vice President of HR. Note: Though signature authority is delegated, decision-making is collaborative.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
4	Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW ("CBO")					
4.8	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate, or approve 100% or international remote work for, any UW-employed classified or professional non-academic employee in the UW Medicine Faculty Practice Plan (FPPS) Services unit.	CBO	<p>Vice Dean for Administration and Finance</p> <p>For UWP Executive Director, Vice Dean for Administration and Finance and UWP President (Joint)</p> <p>Approval of 100% or international remote work is not delegated further.</p>	UWP Executive Director (except for the UWP Executive Director individually)	UW Medical Centers HR (excluding the UWP Executive Director)	Note: Authority to place on home assignment resides with the UW Vice President of HR.
4.9	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate, or approve 100% or international remote work for, any UW-employed classified or professional non-academic employee in the UW Medicine Laboratory Outreach Services Unit.	CBO	<p>Authority for all staff, except the director, is delegated to UW Medical Centers HR</p> <p>Authority for the director is delegated to the Vice Dean for Administration and Finance</p> <p>For the director, approval of 100% or international remote work is not delegated further.</p>	For the director, Associate Dean, Administration and Operations	For the director, SoM Director of HR Operations	Note: Authority to place on home assignment resides with the UW Vice President of HR.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
4	Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW ("CBO")					
4.10	Instruments related to the authority to reduce, demote, layoff, separate or terminate, or reassign, or approve 100% or international remote work for, exempt departmental administrators or vice chairs.	CBO	Vice Dean for Administration and Finance Approval of 100% or international remote work is not delegated further.	Associate Dean, Administration and Operations	SoM Director of HR Operations	Note: Authority to place on home assignment resides with the UW Vice President of HR.
4.11	Instruments under \$15M related to real estate for UW Medicine that are not delegated to another University official.*	CBO	None	None	None	
4.12	Instruments for UW Medicine Lab and Pathology Outreach Services.	CBO	Vice Dean for Administration and Finance	Associate Dean and SoM Chief Financial Officer	None	
4.13	Instruments for School affiliation less than \$15M.*	CBO	Vice Dean for Administration and Finance	Associate Dean and SoM Chief Financial Officer	None	
4.14	Instruments between School academic departments for faculty funding entities other than VMC, UWMC or HMC for less than \$15M.*	CBO	Vice Dean for Administration and Finance	Associate Dean and SoM Chief Financial Officer	None	
4.15	Instruments for School financial, business and administrative affairs, including capital construction under \$15M and all other instruments not specifically identified.*	CBO	Vice Dean for Administration and Finance	Associate Dean and SoM Chief Financial Officer	None	Includes instruments relating to the acquisition of goods and services, equipment leases (capital and operating) between \$500,000 and \$15M for School of Medicine Departments.
4.16	Instruments for School Faculty Human Resources not delegated to another University official.	CBO	Vice Dean for Administration and Finance	Associate Dean, Administration and Operations	SoM Director of HR Operations	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
4	Delegations to UW Medicine Chief Business Officer/Vice President for Medical Affairs, UW ("CBO")					
4.17	Instruments for School Outside Work Approval and fair market value for SoM.	CBO	Vice Dean for Administration and Finance	Associate Dean, SoM Business and Regulatory Affairs	SoM Director of Contracting & Regulatory Affairs	Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.
4.18	Instruments concerning deployment of veterinarians to provide services to external entities.	CBO	Vice Dean for Administration and Finance	Associate Dean, SoM Business and Regulatory Affairs	SoM Director of Contracting & Regulatory Affairs	Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.
4.19	Instruments related to the Willed Body Program.	CBO	Vice Dean for Administration and Finance	Associate Dean, SoM Business and Regulatory Affairs	None	
4.20	Instruments related to clinical training provided by School of Medicine faculty in a UW Medicine entity	CBO	Vice Dean for Administration and Finance	None	None	Authority is joint with Department Chair, and UWMC or HMC CEO.
4.21	Instruments for a Telehealth Services Agreement with individual clinical departments.	CBO	Vice Dean for Administration and Finance	None	None	Authority is joint with Department Chair.
4.22	Instruments related to the settlement of a claim, dispute or matter involving any student, classified staff, professional staff, or academic personnel with paid or unpaid UW employment or appointment in the School of Medicine.	CBO	Clinical Business and Regulatory Affairs Officer	Associate Dean, SoM Business and Regulatory Affairs	None	Note: Approval of settlement on behalf of School of Medicine. Authority joint with other required parties, depending on the circumstances (e.g., OAP, UWP)

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
5	Delegations to UW Medicine Chief Medical Officer/Vice President for Medical Affairs, UW ("CMO")					
5.1	Instruments for School practitioner clinical services with arms-length external parties (for example, clinical services, medical direction) less than \$15M.*	CMO	Faculty Business Planning Officer and Department Chair	None	None	
5.2	Instruments related to the authority to reduce, demote, layoff, place on home assignment, revert during trial service, reject during probation, or reassign, separate or terminate, or approve 100% or international remote work for, any UW classified or professional non-academic employee in the business units that report to the UW Medicine Chief Medical Officer's office.	CMO (except for the CMO individually)	Vice Dean for Administration and Finance Approval of 100% or international remote work is not delegated further.	Associate Dean, Administration and Operations	SoM Director of HR Operations	Note: Authority to place on home assignment resides with the UW Vice President of HR.
5.3	Instruments related to the approval of requests to practice medicine at sites outside UW Medicine from UWP and CUMG members.	CMO (except for the CMO individually)	UWP President	None	None	Note: For CUMG, authority is joint with the SCH CEO.
5.4	Instruments nominating individuals for limited teaching and research licensure in the state of Washington pursuant to RCW 18.71.095(4).	CMO	None	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
6	Delegations to UW Medicine Chief Advancement Officer/Vice President for Medical Affairs, UW ("CAO")					
6.1	Instruments related to UW Medicine advancement activities that are not otherwise delegated to a University official.	CAO	None	None	None	
6.2	Instruments related to the authority to reduce, demote, layoff, place on home assignment, revert during trial service, reject during probation, or reassign, separate, or terminate, or approve 100% or international remote work for, any UW classified or professional non-academic employee in the business units that report to the CAO, including UW Medicine Advancement.	CAO (except the CAO individually)	Vice Dean for Administration and Finance Approval of 100% or international remote work is not delegated further.	Associate Dean, Administration and Operations	SoM Director of HR Operations	Note: Authority to order home assignment resides with the UW Vice President of HR.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.1	Instruments related to SoM undergraduate medical education less than \$15M and within approved budget.*	Vice Dean for Academic, Rural and Regional Affairs	None	None	None	Note: This includes MEDEX and programs in the Department of Rehabilitation Medicine such as prosthetics.
7.2	Instruments related to School undergraduate medical education less than \$15M and outside of approved budget.*	Vice Dean for Academic, Rural and Regional Affairs, and Associate Dean and SoM Chief Financial Officer	None	None	None	
7.3	Instruments related to continuing medical education less than under \$15M.*	Vice Dean for Faculty Affairs	Director of CME office	None	None	
7.4	Instruments related to academic, rural and regional affairs less than \$15M and within approved budget.*	Vice Dean for Academic, Rural and Regional Affairs	None	None	None	
7.5	Instruments related to academic, rural and regional affairs less than \$15M and outside approved budget.*	Vice Dean for Academic, Rural and Regional Affairs, and Associate Dean and SoM Chief Financial Officer	None	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.6	Instruments related to School graduate medical education less than \$15M and within approved budget.*	Vice Dean for Graduate Medical Education	None	None	None	
7.7	Instruments related to School graduate medical education less than \$15M and outside approved budget.*	Vice Dean for Graduate Medical Education, and Associate Dean and SoM Chief Financial Officer	None	None	None	
7.8	Instruments related to the non-clinical direct sale of goods and services under APS 59.5 within SoM.	Vice Dean for Research and Graduate Education	Associate Dean, SoM Business and Regulatory Affairs	SoM Director of Contracting & Regulatory Affairs	Director of Regulatory Guidance	Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.
7.9	School of Medicine research-related business instruments, including non-disclosure agreements, less than \$15M and not otherwise delegated to another University official or VPMA.	Vice Dean for Research and Graduate Education	Associate Dean, SoM Business and Regulatory Affairs	SoM Director of Contracting & Regulatory Affairs	Director of Regulatory Policy	Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit. Note: For UW Medicine business instruments, including School of Medicine non-clinical non-research business instruments, see Section 4.3.

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	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.10	Instruments related to the direct transfer of human biologic materials, including material transfer agreements in furtherance of the SoM providing biological specimen services.	Vice Dean for Research and Graduate Education	None	None	None	
7.11	Instruments related to privacy and security obligations flowing from the activities of School of Medicine faculty and staff and researchers with non-UW Medicine entities where the data is not clinical data in agreements such as privacy impact assessments and data processing or use agreements not associated with an instrument for which the authority is delegated to another University official.	Vice Dean for Research and Graduate Education	Associate Dean, SoM Business and Regulatory Affairs	SoM Director of Contracting & Regulatory Affairs	Director of Regulatory Guidance	<p>For instruments related to the sharing of clinical data for research purposes with commercial entities, authority is joint with the Senior Director of Enterprise Records & Health Information as set forth in Section 2.9.</p> <p>Note: Clinical data means patient data regardless of where it is stored, whether de-identified or not (including limited data sets).</p> <p>Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.</p>
7.12	Instruments for assignment of School space for academic departments and centers once designated as School space by CEO/EVPMA/Dean.	Vice Dean for Research and Graduate Education	None	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.13	Instruments for the disposition of intellectual property when there are nonstandard terms in a sponsored agreement or related non-award agreement.	Vice Dean for Research and Graduate Education	None	None	None	
7.14	Instruments related to the approval of exceptions or modifications to non-competition policies.	UWP President	Vice Dean for Administration and Finance	Associate Dean, SoM Business and Regulatory Affairs	Sr. Director of Personnel Policy	<p>Note: Though signature authority is delegated, decision-making is collaborative.</p> <p>Note: The School of Medicine Business Unit has further delegated signature authority within their office.</p> <p>Note: These instruments generally apply to incoming faculty members</p>

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.15	Instruments related to the approval or denial of variances or releases to the UW Physicians or CUMG policy on noncompetition that are not settlement of noncompetition disputes (see note in Comment column).	UWP President	Vice Dean for Administration and Finance	Associate Dean, SoM Business and Regulatory Affairs	Sr. Director of Personnel Policy	<p>Note: Settlement agreements related to the resolution of disputes related to the enforcement of noncompetition agreements are signed by the Vice Dean for Administration and Finance and the Executive Director of UWP.</p> <p>Note: The School of Medicine Business Unit has further delegated signature authority to others within the unit.</p> <p>Note: These instruments generally apply to departing faculty members.</p>
7.16	Day-to-day oversight of departmental financial operations and human resources activities (excluding retained dean's office human resource delegations) oversight, excluding capital leases and expenditures over \$500,000 regardless of funding source.	Department Chairs	Department Vice Chairs of Finance and Administration, Directors and Administrators	Division Administrators	None	Note: See Section 4.16 for approval of items over \$500,000.

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.17	Instruments related to privacy and security obligations flowing from UW Medicine data that is not clinical data or data that is part of the research record (e.g., employee data.	Chief Compliance Officer	Director of Patient Privacy, UW Medicine Compliance	None	None	The delegation for Business Associate Agreements is covered separately under Section 7.18.
7.18	Business Associate Agreements	Chief Compliance Officer or authorized representative (see Comment column)	For the Chief Compliance Officer, Director of Patient Privacy, UW Medicine Compliance	None	None	Stand-alone business associate agreements are signed by the UW Medicine Chief Compliance Officer. This authority is delegated pursuant to UW policy. If a business associate agreement is embedded within another agreement (e.g., as an exhibit or appendix), the representative with delegated authority to sign the overarching agreement has delegated authority to sign the business associate agreement or agree to its terms.
7.19	Instruments for UW Medicine strategic marketing and communication that are not otherwise delegated to a University official less than \$15M.*	Chief Marketing and Communication Officer	None	None	None	

Delegations of Authority

	CEO/EVPMA/Dean	Delegation 1	Delegation 2	Delegation 3	Delegation 4	Comments
7	Delegations to Vice Deans and Others					
7.20	Instruments related to the authority to reduce, demote, layoff, revert during trial service, reject during probation, or reassign, separate or terminate, or approve 100% or international remote work for, any UW-employed classified or professional non-academic employee in the UW Medicine Strategic Marketing and Communications Unit.	Chief Marketing and Communication Officer (except for the Chief Marketing and Communication Officer individually)	Vice Dean for Administration and Finance Approval of 100% or international remote work is not delegated further.	Associate Dean, Administration and Operations	SoM Director of HR Operations	Note: Authority to order home assignment resides with the UW Vice President of HR.