

Mangum Regional Medical Center
Quality and Patient Safety Committee Meeting
Agenda for Oct 2024 and Meeting Minutes for Oct 2024

Meeting Location: OR	Reporting Period: Sept 2024	
Chairperson: Dr Gilmore	Meeting Date: 10/10/24	Meeting Time: 14:00
Medical Representative: Dr Gilmore	Actual Start Time: 1403	Actual Finish Time: 1452
Hospital Administrator/CEO: Kelley Martinez	Next Meeting Date/Time: 11/14/2024 @ 14:00	

Mission: To provide our Mangum community and surrounding counties with convenient, gold-standard “dependable and repeatable” patient care, while assisting and supporting all their medical healthcare needs.

** Items in blue italics denote an item requiring a vote*

I. CALL TO ORDER				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Call to Order	QM	1 min	Called to order at 1403	Approval: First –Tonya, Second – Brittany
II. COMMITTEE MEETING REPORTS & APPROVAL OF MINUTES				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Quality and Patient Safety Committee <i>1. Approval of Meeting Minutes</i>	Denise Jackson	2 min	Meeting minutes - Sept 2024	Approval: First – Kelley, Second – Nick
B. Environment of Care (EOC) Committee <i>1. Approval of Meeting Minutes</i>	Mark Chapman	2 min	Meeting minutes – Sept 2024	Approval: First – Kelley, Second – Meghan
C. Infection Control Committee <i>1. Approval of Meeting Minutes</i>	Meghan Smith	2 min	Meeting minutes – Sept 2024	Approval; First – Nick, Second - Chasity
D. Pharmacy & Therapeutics (P&T) Committee <i>1. Approval of Meeting Minutes</i>	Chelsea Church/ Lynda James	2 min	Next Meeting – Dec 2024	
E. Health Information Management (HIM)/Credentialing Committee <i>1. Approval of Meeting Minutes</i>	Jennifer Dryer/ Kaye Hamilton	2 min	Meeting minutes – Aug/Sept 2024	Approval: First – Danielle, Second – Meghan
D. Utilization Review (UR) Committee <i>1. Approval of Meeting Minutes</i>	Chasity Howell	2 min	Meeting minutes – Sept 2024	Approval; First – Jennifer , Second – Brittany

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III. DEPARTMENT REPORTS				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Nursing/Emergency Department	Nick Walker	5 min	0 restraints 0 PRBC with no reactions 1 code blue; successful resuscitation with pt transferred to higher level of care for further dx and tx	
B. Radiology	Pam Esparza	2 min	2 films repeated; clipped anatomy/patient motion, films repeated with no further issues	
C. Laboratory	Tonya Bowan	8 min	2 rejected labs; due to not enough specimen. Dimension – multiple issues requiring service engineer visits for correction Battery in blood bank replaced, during the down time temps were checked daily 1 Lipase was not diluted, this was corrected and re-ran	Director provided training on machine daily monitoring for all techs
D. Respiratory Care	Heather Larson	2 min	16 neb changes for the month 0 vent days	
E. Therapy	Chrissy Smith	2 min	Pt with assistive needs – 14 Total sessions for the month; 97 -PT 70-OT 0-ST Improved Standard Assessment Scores: 5- PT	

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			6- OT 0- ST	
F. Materials Management	Brittany Gray	2 min	1 back orders, 0 late orders, 0 recalls	MM workbook not working however issues have been fixed by IT
G. Business Office	Danille Cooper	2 min	3 visits in the ED where ID/INS was not obtained nor was a note written by admitting nurse, noted trend with nurse	BOM to maintain log of shift and nurse for these incidents and report findings to CNO/QM
H. Human Resources	Bethany Moore	2 min	7 background checks completed for new employees this month All certifications renewed	
I. Environmental Services	Mark Chapman	2 min	100% terminal room cleans	
J. Facility/Plant Operations	Mark Chapman	2 min	24 extinguishers checked boiler turned off for warm weather months on 4/30/24; no inspections while boiler is not running 1 generator/transfer switch inspection	
K. Dietary	Treva Derr	2 min	100% on all logs for the month	
L. Information Technology	Tim Hopen	2 min	Data reviewed	CEO to meet with Corporate IT to review workbook data

IV. OLD BUSINESS

V. NEW BUSINESS

Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. New Business	QM	2 min	See Policy Information Below	

VI. QUALITY ASSURANCE/PERFORMANCE IMPROVEMENT DASHBOARD REPORT

Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
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A. Volume & Utilization	CM	5 min	<p>AMA - 2 inpt/ 2 ER 1-2 inpt; Both patients were assigned dietary restrictions based on admitting dx, frustrations with diet were expressed and demanded to leave. Due to dx, diet was not able to be changed as part of standards of care. Both signed out AMA, all risks/benefits were discussed prior to signing out AMA</p> <p>1 ER – 1 pt requesting specialty DME, attempts to find supporting dx/medical visits to support need for DME were being made when patient expressed, they were tired of waiting and left without signing AMA. No urgent/emergent medical issues were noted or expressed during this visit</p> <p>2 ER – Pt to ER for c/o, all testing/assessments were preformed based on patient needs at time of visit, pt expressed desire to leave. Education provided on waiting for test results however pt continued to express desire to leave, discussed R/B and signed out AMA. Test results were later called to patient and need to return for further treatment expressed, pt later returned for further treatment</p>	
B. Case Management	CM	8 min	0 re-admits for the month	

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C. Risk Management	QM	10 min	<p>0 complaint</p> <p>1 grievance – Pt reported inappropriate conversation that took place with pt/staff</p> <p>Falls – 1 fall with minor injury; pt found on floor with redness to head, shoulder, hip. No other injuries noted, fall precautions put in place as appropriate for patient</p> <p>Mortality - 1 SWB, anticipated due to dx process</p>	Grievance – CEO met with local/corporate HR and staff member to discuss reported grievance; no supportive findings noted during investigation
D. Nursing	CCO	2 min	2 IV admiration follow ups not completed	Charge nurses/ER nurses continue to be educated on following up on IV reassessments
E. Emergency Department	CCO/QM	5 min	<p>ER readmits - 6</p> <p>1.) Pt presented with initial c/o treated and d/c. Returned later with same c/o and found to be non-compliant with meds.</p> <p>2.) Pt present with initial c/o, treated and d/c. Returned later with same c/o, additional testing preformed with additional dx added and treatment prescribed, pt d/c. Pt returned with on-going c/o; education on dx and continuation of tx as ordered</p>	

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			<p>3.) Pt presented with initial c/o, treated and dc. Returned later with different c/o, pt evaluation noted need for surgical intervention, pt transferred for higher level of care</p> <p>4.) Pt presented with initial c/o, treated and dc. Returned later with continued c/o, additional tx added with PCP f/u recommended.</p> <p>5.) Pt presented with initial c/o, all testing/assessments were performed based on patient needs at time of visit, pt expressed desire to leave. Education provided on waiting for test results however pt continued to express desire to leave, discussed R/B and signed out AMA. Test results were later called to patient and need to return for further treatment expressed, pt later returned for further treatment</p>	
F. Pharmacy & Therapeutics (P&T)	Pharmacy	2 min	<p>Next P&T – Dec 2024</p> <p>After hours access - 57</p> <p>ADR - 0</p> <p>Med errors – 0</p>	
G. Respiratory Care	RT	2 min	100% on chart checks	
H. Wound Care	WC	2 min	1 for reporting period – Pt high risk for breakdown, developed wound after 30+	Wound Care spoke with nursing on importance of positioning for wound

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			hospital days. Wound care ordered with dressings, air mattress and positioning.	healing with additional wound care education during skills fair this month
I. Radiology	RAD	2 min	2 - delays in reads for the month (1 CT/1 Xray)	Rad staff remains in contact with DIA regarding delays and ETA on reads
J. Laboratory	LAB	5 min	No blood culture contaminations	
K. Infection Control/Employee Health	IC/EH	5 min	No HAIs for the reporting period	
L. Health Information Management (HIM)	HIM	2 min	Aug – clarification was done on the suture visits for MR/Billing Sept – Several issues with “attending provider” on charts, this is being corrected on the effected charts and discussion have occurred to prevent any further issues. Providers can no longer use SOAP notes, education has been provided.	
M. Dietary	Dietary	2 min	100 % on all logs with no other issues at this time	
N. Therapy	Therapy	2 min	Outpatient remains steady, no speech therapy needs this reporting period	
O. Human Resources (HR)	HR	2 min	90-day competency - None Due Annual education – 1 PT PRN	Discussed PT with continued education needs, HR/CEO will follow up on next steps with employee
P. Business Office	BOM	2 min	5 OP visits missed on cost share, BOM noted trend	BOM provided education with staff member on correct cost share collections
Q. Environmental Services	EVS	2 min	10/10 on room cleans	
R. Materials Management	MM	2 min	Requisitions – going well for all depts	HIM is not able to complete requisitions at this time, working on fix for this
S. Life Safety	PO	2 min	100%	
T. Emergency Preparedness	EP	2 min	5 employee oriented	

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U. Information Technology	IT	2 min	Data reviewed	
V. Outpatient Services	Therapy	2 min	Data tool being added to workbook	Email out to creator regarding this still not on workbook
W. Strong Minds	N/A	N/A	N/A	Policies were approved in April 2024 for the SM program, looking for Councilor?
VII. POLICIES & PROCEDURES				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Review and <i>Approve</i>	QM	10 min	<ol style="list-style-type: none"> 1. Respiratory Therapy Decannulation Risk Assessment 2. Decannulation Prevention Program 3. Post Decannulation Analysis Worksheet 4. Decannulation Precautions 	<p>First approval – Kelley</p> <p>Second approval – Nick</p>
VIII. PERFORMANCE IMPROVEMENT PROJECTS				
IX. OTHER				
X. ADJOURNMENT				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Adjournment	QM	1 min	There being no further business, meeting adjourned at 1452 by Brittany seconded by Chasity	

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MEMBERS & INVITED GUESTS				
Voting MEMBERS				
Kelley Martinez	Nick Walker	Carlos Mendoza	Lynda James	Treva Derr
Chasity Howell	Jennifer Dreyer	Danielle Cooper	Meghan Smith	Pam Esparza
Brittany Gray	Tonya Bowen	Bethany Moore	Kaye Hamilton (teams)	Dr G (teams)
Dianne (teams)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-Voting MEMBERS				
Denise Jackson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>