

Mangum Regional Medical Center
Medical Staff Meeting
Thursday
December 14, 2023

MEMBERS PRESENT:

John Chiaffitelli, DO, Medical Director
Greg Morgan, MD
Absent:
Guest:

ALLIED HEALTH PROVIDER PRESENT:

David Arles, APRN-CNP
Mary Barnes, APRN-CNP

NON-MEMBERS PRESENT:

Kelley Martinez, RN, CEO
Chelsea Church, PharmD
Nick Walker, RN, CCO
Chasity Howell, RN, Utilization Review Director
Megan Smith, RN, Infection Control
Lynda James, LPN, Pharmacy Tech

1. Call to order
 - a. The meeting was called to order at 13:30 by Dr. John Chiaffitelli, Medical Director.
2. Acceptance of minutes
 - a. The minutes of the November 21, 2023, Medical Staff Meeting were reviewed.
i.Action: Dr. Chiaffitelli, Medical Director, made a motion to approve the minutes.
3. Unfinished Business
 - a. None
4. Report from the Chief Executive Officer
 - a. We are working with an Architect to ensure our spaces are up to code for moving Physical Therapy from its current location to a large room so we can place the Strong Minds Program in their current area.

- Operations Overview
 - We have completed the remodel of the nurse's break room and medication prep area.
 - We are continuing to work with EMS to enhance patient care. We are going to start doing joint classes with them and exercises.
 - We continue to have some coding issues, but we are catching those before claims go to insurance companies to ensure we are timely filling and that we have clean claims.
 - We are currently in deep conversations with and negotiations with a Nurse Practitioner to fill Amy Sims position in the clinic.
 - We are also in final discussions with a Part-Time Practitioner for the clinic.
 - We are starting to do a thorough look at all our contracts to ensure we utilize them and that they are providing the service they say they are.
 - We continue to look for new opportunities for the facility and the community.
 - I also continue to do rounds on patients to ensure we are fulfilling their needs.
 - The nursing home and myself are also in contact with one another to ensure that both of the organizations are working well with one another.

Written report remains in the minutes.

5. Committee / Departmental Reports

a. Medical Records

1. Discussed missing signatures on discharge instructions. CNO provided education to the nurses.
2. There isn't any credentialing/re-credentialing for the month of December, 2023.
 - i. Written report remains in the minutes.

b. Nursing

Patient Care

- MRMC Education included:
 1. Updated sepsis documentation.
 2. Education regarding consents in ER and upon admission.
 3. Preparation for Nursing Skills Fair December 5-7

- MRMC Emergency Department reports no patient Left Without Being Seen (LWBS).
- MRMC Laboratory reports zero contaminated blood culture set(s).
- MRMC Infection Prevention reports 1 CAUTI's.
- MRMC Infection Prevention report 0 CLABSI.

Client Service

- Total Patient Days increased with 243 patient days in November as compared to 263 patient days in October. This represents an average daily census of 8. In addition, MRMC Emergency Department provided care to 145 patients in November. 2023.
- MRMC Case Management reports 30 Total Admissions for the month of November 2023.
- November 2023 COVID-19 Stats at MRMC: Swabs (0 PCR & 67 Antigen) with 6 Positive.

Preserve Rural Jobs

- MRMC hired two new monitor technician/unit secretary
- All allowable/available positions regarding nursing staff filled at this time!

Written report remains in minutes.

c. Infection Control

- Old Business
 - a Employee Influenza Vaccine Program
MRMC Started flu shot vaccinations for employees on Oct 1st, 2023.
 - New Business:
 - a. New Sepsis Screen in CPSI
 - b. 1.) Intervention is live. Provide further education at skills fair.
 - Data:
 - a, N/A
 - Policy & Procedures Review:
 - a. Corporate Policy Review Committee is currently looking at all Policies associated with Influenza Vaccines.
 - Education/In Services
 - a. Monthly EPIC meeting for IP education
 - b. Weekly Call with Corp. IP
 - c. Weekly Lunch and Learn
 - d. Staff education on influenza vaccines and hand hygiene
 - e. Skills fair scheduled for 12/05/2023 through 12/07/2023.
 - Updates: No updates at this time.
 - Annual Items:
 - a. Completed March 2023
- Written report remains in minutes.

d. Environment of Care and Safety Report

i. Evaluation and Approval of Annual Plans –

i.i. Old Business - -

- a. Continuing to work on the building. Flooring in Nurses break area and Med Prep room needing replaced – Tile is on site-Remodel started 11-13-2023.
- b. ER Provider office flooring needing replaced. Tile is onsite.
- c. Damaged ceiling tile in patient area due to electrical upgrade-will need more tile to complete.
- d. Replace ceiling tile that do not fit properly – will need more tile to complete.
- e. North wall in Nurses breakroom in need of repair-remodel started 11/13/2023.
- f. Chrome pipe needs cleaned and escutcheons replaced on hopper in ER - - Could not replace escutcheons due to corroded pipping in wall. Capped off leaking pipe under the floor to stop leaking. Will remove or cover hopper-hopper will be covered.
- g. Ceramic tile around toilet paper dispenser is missing in restroom in Room 17.
- h. ISO Caddys installed in patient rooms – ISO Caddys on site. All Caddys installed except room 16. This room was occupied.
- i. Sanitizer brackets – Brackets onsite – Need installed in rooms 17 and 31-Complete 10/19/2023.
- j. EOC, EM and Life Safety Plans will be evaluated and approved in the December EOC meeting.
- k. Approve annual HVA assessment – Approved 10/10/2023 1st Kelley Martinez and 2nd – Josey Kenmore.

i.i.i. New Business

- a. Add additional sanitizer dispensers in patient wing – will need more dispensers.

Written report remains in minutes.

e. Laboratory

- i. Tissue Report – None - November, 2023
- i.i. Transfusion Report – None – November, 2023

f. Radiology

- i. There was a total of – 224 X-Rays/CT/US
- i.i. Nothing up for approval
- i.i.i. Updates:
 - o No updates.

Written report remains in minutes.

g. Pharmacy

- i. Verbal Report by Pharmacy Tech.

i.i. COVID-19 Medications-Have 1 dose of Bebtelovimab, 30 doses of Remdesivir and 18 Paxlovid doses in-house.

i.i.i. P & T Committee Meeting – P&T Meeting held on Dec 14, 2023

iv. Solu-Medrol has been added to the shortage list. We have plenty in house at this time.

Written report remains in the minutes.

h. Physical Therapy

i. No report.

i. Emergency Department

i. No report

j. Quality Assessment Performance Improvement

Risk

- Risk Management

- Grievance – 0

- 0 - Fall with no injury

- 0 - Fall with minor injury

- 0 – Fall with major injury

- Death – 2

- AMA/LWBS – 3/0

- Quality

- Quality Minutes from previous month included as attachment.

- HIM – H&P – Completion 20/20 = 100% - Discharge Summary 20/20 = 100%

- Med event – 1

- Afterhours access was – 81

- Compliance

Written report remains in minutes.

k. Utilization Review

i. Total Patient days for November: 243

i.i. Total Medicare days for November: 197

i.i.i. Total Medicaid days for November: 12

iv. Total Swing Bed days for November: 178

v. Total Medicare SB days for November: 165

Written report remains in the minutes.

Motion made by Dr. John Chiaffitelli, Medical Director to approve Committee Reports for November, 2023.

6. New Business

- a. Review & Consideration of Approval of Policy & Procedure: MPMC – Quality Policy Manual – Table of Contents Attached

- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Quality Policy Manual – Table of Contents attached.
- b. Review & Consideration of Approval of Policy & Procedure: MRMC – IT – Policy Manual – Table of Contents attached
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC -IT Policy Manual – Table of Contents attached.
- c. Review & Discussion of Approval of Policy & Procedure: MRMC – Radiology Policy Manual - Table of Contents attached
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve Policy & Procedure: MRMC – Radiology Policy Manual – Table of Contents attached.
- d. Review & Discussion of Approval of Policy & Procedure: MRMC – ED Policy Manual – Table of Contents attached
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve Policy & Procedure: MRMC – ED Policy Manual – Table of Contents attached.
- e. Review & Consideration of Approval of Policy & Procedure: MRMC – Drug Room Policy Manual - Table of Contents attached
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve Policy & Procedure: MRMC – Drug Room Policy Manual – Table of Contents attached
- f. Review & Consideration of Approval of Policy & Procedure: MRMC – Hospital Policy/Form/ Order Set/Protocol and Other Document Review Process
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve Policy & Procedure: MRMC – Hospital Policy/Form/Order Set/Protocol and Other Document Review Process.
- g. Review & Consideration of Approval of Policy & Procedure: MRMC – Policy, Protocols, Forms or other Document Development, Review and Implementation Process
- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve Policy, Protocols, Forms or other Document Development, Review, and Implementation Process.

7. Adjourn

- a. Dr Chiaffitelli made a motion to adjourn the meeting at 13:46.

Medical Director/Chief of Staff

Date