

Mangum Regional Medical Center
Medical Staff Meeting
October 22, 2020

MEMBERS PRESENT:

John Chiaffitelli, DO, Medical Director

Absent:

Guest:

ALLIED HEALTH PROVIDER PRESENT:

David Arles, APRN

Mary Barnes, APRN

Randy Benish, PA

NON-MEMBERS PRESENT:

Marie Harrington, CEO

Daniel Coffin, CCO

Chelsea Church, Pharmacist

Melissa Tunstall, Quality Director

Candy Denney, RN, Utilization Review

Kaye Hamilton, Medical Staff Coordinator

1. Call to order
 - a. The meeting was called to order at 12:40 pm by Dr. John Chiaffitelli, Medical Director.

2. Acceptance of minutes
 - a. The minutes of the September 17, 2020, 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. CEO report – Marie Harrington, CEO
 - We continue to swab any admits due to increased number of positive COVID-19 patients in Mangum. Treating all patients in our ER as if they have COVID-19 until proven otherwise.
 - October COVID-19 Stats at MRMC: 174 Swabs, 13 Positive (6.47%), 70 Negative (95.8%), 0 Pending and 1 death.
 - COVID – 19 Prevalence Overview by Month at MRMC
significant decrease in COVID 19 prevalence: March: 32%

Prevalence, April: 25% Prevalence, May: 6%, Prevalence, June 0% Prevalence, July: 10% Prevalence, and August: 2.4% Prevalence and September: 2.73% Prevalence, October 6.47% Median Age: 44.

- Greer County August COVID-19 Statistics: 154 Positive Cases and 8 Deaths (5.19% death rate).
- PPE and Swab supplies have been adequate to manage during this current crisis.
- Updated COVID-19 Binder at Nurse's station, City Annex and Provider room to ensure communication and COVID-19 updates and education are read. Signature is required for all read and sign documents in binder. Providers are kept up to date with the COVID-19 Provider Update/Education Binder in the provider sleep room. CEO has also communicated with providers via email, cell phone and text messages during this continued COVID-19 Pandemic. Last update was 10.01.2020.
- Participated in all Cohesive Healthcare's COVID-19 Task Force Teleconference calls.
- Significant COVID-19 surge in October which resulted in daycare closures. Worked with staff to ensure all their needs were met. Approved non-clinical team members remote work requests to accommodate daycare issues.
- Due to COVID-19 surge in October we have prohibited vendor visitation to hospital and limited patient visitation to only palliative care patient visitation.
- On October 22, 2022, Mangum Public Schools moved to voluntary virtual learning through Thanksgiving Break. They will leave the school open for essential workers, student and special needs. We prepared to adjust to the needs of our staff and families.
- MRMC Census Daily Average for October: 11 Swing bed and acute patients per day
- Cohesive Healthcare provided staff lunches for October 2020 during this pandemic. All staff members are very thankful for this support.
Savance COVID-19 Screening Kiosk implementation and installation date is scheduled for late November.
- MRMC Plant Ops Director spoke to Cohesive about business office enclosure.
- Carport will be installed at the clinic on November 17, 2020.
- No staff issues or concerns currently. Teams are all working together very well.
- New core staff RN
- New Hospital housekeeper for MRMC.
- Awaiting contracts for new providers starting in November and December.

- Lynda James was awarded the Employee of The Month of October during the MRMC All-Staff meeting on November 10, 2020.
- Continued to work on name change for MRMC with Novitas.
- Chief Clinical Officer will purchase Lippincott manuals to have at the Nurse's Station and ER.
- Lippincott Platform contract was initiated on September 17, 2020.
- Completed new process for Clinic Home Health Recertification
 - Home Health facilities to submit claims electronically, fax, or in person, within 24-48 hours of completion
 - Clinic will review for accuracy and/or missing information
 - Clinic will review the patient's history and determine if the new claim overlaps with the prior certification period.
 - The order will be sent to the physician for signature via Right Signature once it is verified that the certification period does not overlap.
 - The physician will return the signed order within 24-48 hours of receipt.
 - The claim will be submitted to the payor for payment.
- Identified deficiencies within MRMC RCM process with Indian Health Services and created an algorithm flowchart for the CBO and registration team members to use.
- Installed new large flatscreen TV in provider room that one of the providers donated.
- MRMC Chief Clinical Officer notified CEO of new EMS services representative on September 25, 2020.

- All roof leaks (clinic, lab, and hospital) have been addressed and are still pending. Insurance adjuster came on September 14, 2020. The insurance will not cover the roof.
- MRMC KPIs for September were reviewed. The quality improvements have continued to be significant: 1 Fall without injury, 1 Med Variances, 2 AMAs, 2 referrals, 1 Inpatient Mortality, 1 ER Patient Mortality, 1 Re-Admission, Zero Grievances or Complaints. Zero CAUTIs, CLABSIs or CAEs. A total of 145 ER patients were admitted which is an increase of 14.7% over previous month.
- Skin Grafts substitutes will be offered at MRMC when we finalize agreements with vendor. Contracts are still pending and will be ready for November board meeting.
- MRMC September 23, 2020 Finance Meeting Overview:
 - MCR Receivable: \$1.3M = \$200K month increase

- MCR Rates should increase
- MRMC Controller met with RCM Directors regarding registration errors and charge buckets. (revenue leaks)
 - Charges in wrong buckets
 - Charge Codes
- HHS/COVID-19 Funding Update
 - Applied to all COVID-19 expenses first
 - Apply to lost revenue last
 - Baseline was Sept 2019 through Feb 2020, but this has changed: year to year, which may not be as advantageous
- Provider Contracts
 - Several are expiring soon and up for renewal
 - Move towards all providers contracted with hospital
 - Cost-cutting measures
 - Goal for mid-level providers at MRMC: 3 full-time mid-levels, preferably 1099
- Review financials with Controller and CFO each month to prepare for board meetings
- Controller will send check register and AP Aging to MRMC CEO
- Approved contracts presented at September Board Meeting.
 - PharmaForce
 Written report remains in minutes.

5. Committee / Departmental Reports

- a. Medical Records
 - i. No report was given.
- b. Nursing

Excellent Patient Care

- Monthly Education topics included: Skills Fair covering multiple clinical functions and procedures on 09/21/20 and 09/22/20.
- Staff worked diligently on their HealthStream assignments.

Excellent Client Service

- Tablet device received to allow patients to have virtual visitation to meet psychosocial needs.

Preserve Rural Jobs

- Open Positions include Full Time RT, MLT, RN, LPN and CNA
- Hired a Full Time RN for Core Staff
- Posting positions on Indeed & Hospital Website.

Written report remains in minutes.

c. Infection Control

Date of Meeting: October 15, 2020

- Infection Control
 - a. NHSN
 - b. N95 Fit Tests
- Employee Education
 - a. HealthStream per HR
 - b. Certification Updates with HR/CCO
 - c. New-Hire Employee Education
- Employee Health
 - a. Vaccination records
 - b. Employee Flu vacs to start in October
 - c. New Hire Titers for all Clinical Personnel, including EVS
- Policy & Procedure
 - a. Working with Ivy at Corporate to review protocols/updates coming
 - b. Check out Flu/Pneumo meds from Pharmacy for patients
- Education/In-Services
 - a. Updated Covid-19 response protocols per Cohesive Task Force via binders
 - b. PALS/BLS/ACLS courses per CCO
 - c. Flu/Pneumo Bundles with Nursing
- Committee Updates:
 - a. Performance Improvement Projects
 - N/A
 - b. Regulatory Compliance/Site Visits
 - N/A
 - c. Changes in process, procedure, or protocol
 - N/A
- Recommendations from Committee
Written report remains in minutes.

d. Environment of Care and Safety Report

- i. Evaluation and Approval of Annual Plans –
- i.i. Old Business - -
 - a. Isolation Caddy's – Caddy hanging brackets ordered
 - b. Flooring in nurses break area and med prep room has been prioritized and scheduled
 - c. New oxygen/suction headwall needed in ER1—Apex Site has been postponed
 - d. New covered pegboard needed for supplies in ER1- - Pegboards will have to be custom made.

- e. Bathroom floor replacement in room 15—Replacement will begin 9/10/2020
- f. Wall repair around window in room 19 has been postponed due to COVID-19
- g. Emergency Water Supply—Approved—PO will be issued
- h. Food Cart for COVID Wing—PO will be issued
- i. Enclose Lobby for Business Office—Estimate figured—Pending approval
- j. Roof over OR2 area damaged and in need of repair—Adjuster will be out for inspection 9/14/2020
- i.i.i. New Business
 - a. New Rubber Mats needed for kitchen
 - b. Complete “Code Blue” Drill
 - c. Complete “Active Shooter” Drill
 Written Report remains in minutes.

- e. Laboratory
 - i. Tissue Report – Approved – September 2020
 - i.i. Transfusion Report – Approved – September 2020

- f. Radiology
 - i. There was a total of 182– X-Rays/CT/US
 - i.i. Nothing up for approval
 - i.i.i. Updates: No updates at this time.
Written report remains in minutes.

- g. Pharmacy
 - i. Verbal Report by Pharmacist.
 - i.i. P&T Meeting is to be held. Minutes kept in Medical Staff Minutes.
 - i.i.i. Flu Shot Update

- h. Physical Therapy
 - i. No report.

- i. Emergency Department
 - i. No report

- j. Quality Assessment Performance Improvement

- Quality
 - Quality Minutes from previous month included as attachment
 - Previous policies approved by Quality/Med Staff/GB:
 - 1. None for September
 - Policies and forms approved by Quality Committee:
 - 1. No policies to approve for September.

- HIM – Working on processes to improve the paperwork that shows the response time for Providers. Training for nursing was held to educate the appropriate area to chart for paperwork. Also, IT is working on getting access for Providers to be able to get into EMR outside of the facility so they can sign the paperwork within the allotted time. Showing improvement on paperwork.
- Compliance
 - No complaints or grievances for September.
 - Contracts that were approved for August:
 - PharmaForce
 - Contracts up for review for September:
- Risk Management
 - 1 Medication Variance
 - 0 - LWBS
 - 2 – AMA Both patients were treated in a timely manner. Both patients were informed of the dangers of leaving and the advantages of treatment. Patients still chose to leave AMA. 1 left without signing AMA and eloped. The other was signed and document and documented.
 - 1 Patient fall with no injury
 - Working with Infection Control Nurse, CEO and CNO to stay informed with updates and information about COVID-19
 - During the outbreak we have in place:
 1. No visitor per patient (unless near end of life)
 2. Screening for all entering the Hospital and Annex
 3. Drive through swab for COVID-19
 4. Possible positive COVID-19 patients are seen in the OR2 room with direct ventilation
 5. Positive COVID-19 patients are to stay in COVID wing. We have 5 rooms on the wing. Rooms 12 and 13 have direct ventilation. The other 3 rooms are available for use as well.
- Workman’s Comp
 - There are currently no Workman’s Comp cases currently open
Written report remains in minutes.

k. Utilization Review

- i. Total Patient days for September: 237
- i.i. Total Medicare days for September: 210
- i.i.i. Total Medicaid days for September: 10
- i.v. Total Swing bed days for September: 175

- v. Total Medicare SB days for August: 168
Written reports remain in minutes.

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

6. New Business

7. Adjourn

- a. Dr. Chiaffitelli made a motion to adjourn the meeting at 1:10 pm.

Medical Director/Chief of Staff

Date