

Mangum Regional Medical Center
Quality and Patient Safety Committee Meeting
Agenda for July 2025 and Meeting Minutes for July 2025

Other	_____	_____
Other	_____	_____
Other	_____	_____

Meeting Location: OR	Reporting Period: June 2025	
Chairperson: Dr Gilmore	Meeting Date: 07/10/2025	Meeting Time: 14:00
Medical Representative: Dr Gilmore	Actual Start Time: 1403	Actual Finish Time: 1429
Hospital Administrator/CEO: Kelley Martinez	Next Meeting Date/Time: tentatively 08/14/2025 @ 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 – D. Clinesmith, Second – Meghan
II. COMMITTEE MEETING REPORTS & APPROVAL OF MINUTES				

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Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Quality and Patient Safety Committee 1. <i>Approval of Meeting Minutes</i>	Denise Jackson	2 min	Meeting minutes – June 2025	Approval: First – Chasity , Second – Leticia
B. Environment of Care (EOC) Committee 1. <i>Approval of Meeting Minutes</i>	Mark Chapman	2 min	Meeting minutes – June 2025	Approval: First – Leticia, Second – Chasity
C. Infection Control Committee 1. <i>Approval of Meeting Minutes</i>	Meghan Smith	2 min	Meeting minutes – June 2025	Approval: First – Heather, Second– Chasity
D. Pharmacy & Therapeutics (P&T) Committee 1. <i>Approval of Meeting Minutes</i>	Chelsea Church/ Lynda James	2 min	Meeting minutes – None Next P&T - June 19, 2025	
E. Health Information Management (HIM)/Credentialing Committee 1. <i>Approval of Meeting Minutes</i>	Jessica Pineda/ Kaye Hamilton	2 min	Meeting Minutes – None	
D. Utilization Review (UR) Committee 1. <i>Approval of Meeting Minutes</i>	Chasity Howell	2 min	Meeting Minutes – June 2025	Approval: First – D. Galmor , Second – Waylon

III. DEPARTMENT REPORTS

Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Nursing/Emergency Department	Nick Walker	5 min	Director out – will defer until next month	
B. Radiology	Pam Esparza	2 min	Director out – will defer until next month	
C. Laboratory	Tonya Bowan	8 min	Director out – will defer until next month	
D. Respiratory Care	Heather Larson	2 min	4 neb changes for the month 0 vent days	New 02 tanks in and set up for use with no issues noted so far, suction and regulators changed
E. Therapy	Chrissy Smith	2 min	Total # of Sessions Preformed 81 -PT 68-OT 11 -ST	Out patient therapy remains very busy throughout the day

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			Improved Standard Assessment Scores: 9- PT 8 - OT 1-ST	
F. Materials Management	Waylon Wigington	2 min	3 back orders(central line kit, secondary tubing, spectrum wipes), 0 late orders Recalls 1 (Gabapentin)	Pharmacy made aware of medication recall
G. Business Office	Desarae Clinesmith	2 min	DL – 98% Cost Share – 98%	DL – BOM continues to communicate with CNO when these are missed by Nursing staff Cost Share – nothing different could have been done on this visit due to patient status
H. Human Resources	Leticia Sanchez	2 min	3 new hires in the reporting period	
I. Environmental Services	Mark Chapman	2 min	100% terminal room cleans	
J. Facility/Plant Operations	Mark Chapman	2 min	24 extinguishers checked 0 boiler checks – Boiler off 04/30/25 for the season 1 generator/transfer switch inspection	
K. Dietary	Treva Derr	2 min	Daily meal count – 93% - verbal to employees as well as education to entire department	
L. Information Technology	Desarae Galmore	2 min	Windows upgrade possible 38 – total IT events for the month	SAFER/SRA update – anticipate next month
IV. OLD BUSINESS				
V. NEW BUSINESS				

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A. New Business	QM	2 min	See policy/procedures below	
VI. QUALITY ASSURANCE/PERFORMANCE IMPROVEMENT DASHBOARD REPORT				
Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Volume & Utilization	CM	5 min	<p>AMA – 2</p> <p>1 ER – pt to the ER with c/o, provider saw patient and ordered treatment. Patient allowed some treatment but prior to completion patient refused further treatment and wanted to go home. R/B explained to patient who remained adamant about leaving and was advised to follow up with PCP the next day. AMA signed.</p> <p>1 SWB – Patient admitted from higher level of care for SWB services. Pt expressed desire to go home approx. 2 weeks post admit. Providers were not ready for patient to d/c home, however patient remained adamant to d/c. R/B discussed with patient. AMA signed.</p>	
B. Case Management	CM	8 min	0 - re-admit	
C. Risk Management	QM	10 min	<p>Deaths - 0</p> <p>Complaints - 0</p> <p>Grievances – 1</p>	<p>Grievances – 1</p> <p>CEO met with Corporate HR regarding this issue as nurse is a travel nurse. Grievance letter sent out to patient.</p>

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			<p>Patient requested to speak with CEO, made him aware that during the pm shift</p> <p>Workplace Violence Events - 0</p> <p>Falls - 1 In-patient found on the floor, unable to recall events, no injuries noted. Fall precautions in place prior to fall; nonskid socks, routine rounding, room free of obstructions, call light in reach, room close to nurse station.</p> <p>Other – 5</p> <ol style="list-style-type: none"> 1.) In-patient was transferring self to walker and stubbed toe. 2.) In-patient; noise heard coming from room, nurse noted that patient had dropped a glass jewelry container on the floor, breaking the glass and noted to have a cut to lower leg. 3.) In-patient; during picc flush, patient's skin was pinched while picking up lumen, no injury noted <p>Skin tear – (1) In-patient found to have new skin tear to arm, unable to recount events.</p> <p>Delay in care –(1) In-patient; admitted with multiple dx . During admission pt had picc placed for IV intervention. During the pm shift direct</p>	<p>Falls - 1 Fall precautions post-fall; bed alarm</p> <p>Other – 5 Other –</p> <ol style="list-style-type: none"> 1.) Toe was cleaned/dressed. Patient educated on calling for assistance with transfers. 2.) Area to leg cleaned/dressed and floor cleaned of debris. 3.) ice pack placed for comfort/intervention. <p>Skin tear – 1.) Cleaned and dressed.</p> <p>Delay in Care – 1.) CNO was made aware of incident, unknown follow up. Will revisit with CEO return.</p>
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			care nurse noted concern with documentation notes that House Sup/Charge Nurse was notified. No notes to indicate the House Sup/Charge nurse was notified or notified Provider on duty. The next am nurse noted low b/p and elevated HR, HS/CN and provider notified with orders for urgent treatment, pt was subsequently transferred out for higher level of care	
D. Nursing	CCO	2 min	Director out – will defer until next month	
E. Emergency Department	CCO/QM	5 min	<p>1.) ER log compliance – 98%, QM continues to notify CCO/Nurse of issues in real time</p> <p>2.) EDTC Data – 100%</p> <p>Director out (CCO)– will defer until next month</p>	
F. Pharmacy & Therapeutics (P&T)	Pharmacy	2 min	<p>Next P&T – Sept 2025</p> <p>After hours access - 51</p> <p>ADR - 0</p> <p>Med errors – 0</p> <p>Dose omissions – 7</p>	Does omissions – breo, lantanoprost and trelegy; all meds were awaiting delivery from wholesaler as they are not kept in house

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G. Respiratory Care	RT	2 min	0 unplanned decannulation 100% resp assessments 100% on Chart checks	
H. Wound Care	WC	2 min	No wound development for the month	
I. Radiology	RAD	2 min	Director out – will defer until next month	
J. Laboratory	LAB	5 min	Director out – will defer until next month	
K. Infection Control/Employee Health	IC/EH	5 min	0 – Inpt HAIs 0 – MRDO 0 – VAE 0 – Cdiff 0 – CAUTI 0 - CLASBI	Still having issues with stop dates and indications being added to antibiotics, Pharmacist is completing most of these. Remind Nursing staff that this needs to be done with ABT orders and will relay message again in Med Staff
L. Health Information Management (HIM)	HIM	2 min	95% - D/C Note Compliance 100% - Progress Notes 99%- ED DC Instructions 97% - ED provider Dx	Providers are being notified of missing notes with completion after notification, 1 ER note is outstanding. DC instructions are missing patient signature, CNO is being notified of these in real time
M. Dietary	Dietary	2 min	100% on cleaning schedules on Daily Meal counts	
N. Therapy	Therapy	2 min	Gait belt usage – 100%	
O. Human Resources (HR)	HR	2 min	3 new hires for the reporting period	
P. Business Office	BOM	2 min	Cost shares – 100% Med Necessity Verification – 100%	
Q. Environmental Services	EVS	2 min	10/10 on room cleans	
R. Materials Management	MM	2 min	Electronic Requisitions – 100%	
S. Life Safety	PO	2 min	Fire extinguisher Inspections -100%	

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			Egress checks – 100%	
T. Emergency Preparedness	EP	2 min	3 new hires for the month all educated on EP plan	
U. Information Technology	IT	2 min	38 - IT events for the month	
V. Outpatient Services	Therapy	2 min	Temp logs – 100%	Outpatient therapy services remain busy
W. Strong Minds	N/A	N/A	Coming 2025	Strong Minds has 1 patient for the month of July, data coming for Aug meeting

VII. POLICIES & PROCEDURES

Agenda Item	Presenter	Time Allotted	Discussion/Conclusions	Decision/Action Items
A. Review and <i>Approve</i>	QM	10 min	<p>1.) 2025 Performance Improvement Plan</p> <p>2.) 2025 Mangum Annual Quality Plan Evaluation</p> <p>3.) 2025 Mangum Annual Quality Safety Plan</p> <p>4.) 2025 Mangum Emergency Preparedness Plan</p> <p>5.) 2025 Respiratory Protection Program Hazard Assessment</p>	<p>1.) Approval: First – Chasity, Second – Meghan</p> <p>2.) Approval: First – Chasity , Second – Meghan</p> <p>3.) Approval: First – Heather , Second – D. Galmor</p> <p>4.) Approval: First – Meghan , Second – Chasity</p> <p>5.) 4.) Approval: First – Chasity , Second – Waylon</p>

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VIII. PERFORMANCE IMPROVEMENT PROJECTS				
IX. OTHER				
X. ADJOURNMENT				
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A. Adjournment	QM	1 min	There being no further business, meeting adjourned at 1429 by Chasity seconded by Waylon	

MEMBERS & INVITED GUESTS				
Voting MEMBERS				
Heather Larson	Lynda James	Chasity Howell	Jessica Pineda	Desare Clinesmith
Treva Derr	Meghan Smith	Waylon Wigington	Leticia Sanchez	D. Galmor
Dr Gilmore (teams)	Kaye Hamilton (teams)			
Non-Voting MEMBERS				
Denise Jackson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>