

Mangum Regional Medical Center
Medical Staff Meeting
Thursday
June 22, 2023

MEMBERS PRESENT:

John Chiaffitelli, DO, Medical Director

Absent:

Guest:

ALLIED HEALTH PROVIDER PRESENT:

David Arles, APRN-CNP

Amy Sims, APRN-CNP

NON-MEMBERS PRESENT:

Chelsea Church, PhD

Kelley Martinez, CEO

Cindy Tillman

Daniel Coffin, CCO

Chasity Howell, RN, Utilization Review Director

Lynda James, LPN, Pharmacy Tech

1. Call to order
 - a. The meeting was called to order at 12:05 pm by Dr. John Chiaffitelli, Medical Director.
2. Acceptance of minutes
 - a. The minutes of the May 18, 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. Patient care continues to be outstanding.
 - b. No active COVID patients in the hospital

- Hospital Staff and Operations Overview
 - Our average daily census for the month was 9 up from 8 last month.
 - The Emergency Department assisted 148 patients.
 - Employees continued to receive free meals compliments of Cohesive.
 - We continue to put an emphasis on our social media presence.
 - MRMC continues to see a strong interest from clinical and administrative job applicants. We are still looking for a HR person.
 - As you know we have hired a new CEO and he starts 6/5/2023.
 - Mangum Family Clinic has a new provider starting full-time as of 6/12/23.
 - YTD statistics include 732 ER visits.
- Contracts, Agreements and Appointments for Governing Board Approval
 - Mangum – CPSI – Interface Lab Reportable to State
 - Mangum – CPSI – Interface with LabCorp
 - Mangum – LabCorp – Interface with CPSI
 - Mangum – Dell – Quote for Microsoft accounts and email security
 - Mangum – Direct TV – Agreement and Quote
 - Mangum – Faxage – Account Registration
 - Mangum – Millipore – Service Agreement Renewal
 - Mangum – Triage - Amendment

5. Committee / Departmental Reports

a. Medical Records

- i. Written report remains in the minutes.

b. Nursing

Excellent Patient Care

- MRMC Education included: American Heart Association Basic Life Support.
- MRMC Infection Preventionist reports zero Central Line Associated Blood Stream Infections (CLABSI's) for any of the 59 patient days in May.

- MRMC Wound Care team reports zero hospital acquired pressure ulcers.
- MRMC Blood Bank reports 2 episodes of Blood Transfusions. Additionally, there were zero negative reactions reported for the 4 units of blood that were transfused.

Excellent Client Service

- Patients continue to rely on MRMC as their local hospital. Total patient days decreased with 412 patient days in May as compared to 376 patient days in April. This represents an average daily census of 13. In addition, MRMC Emergency Department provided care to 148 patients in April.
- MRMC Case Management reports 28 Total Admissions for the month of May 2023.
- May 2023 COVID-19 Stats at MRMC: Swabs (22 PCR & 36 Antigen) with 0 Positive.

Preserve Rural Jobs...

- Recruiting efforts included interviewing regional professionals.
 - Local professionals are filling positions at MRMC.
- Written report remains in minutes.

c. Infection Control

- Old Business
 - a N/A
- New Business:
 - N/A
- Data:
 - a, N/A
- Policy & Procedures Review:
 - a. EHP-003 Employee Occupational Illness & Injury
 - b. EHPR-001 Emp Health Standing Orders
- Education/In Services
 - a. 5/15/23: Ventilator competencies for all nursing staff.
 - b. Sepsis Care & Management of Adults – completed pending submission via Care Learning (June 2023)
- Updates: No updates at this time.
- Annual Items:
 - a. N/A

Written report remains in minutes.

d. Environment of Care and Safety Report

- i. Evaluation and Approval of Annual Plans –
 - i.i. Old Business - -
 - a. Evaluation and approval of Annual Plans-Plans will be presented in May meeting.

- a. Continuing to work on the building. Flooring in Nurses break area and Med Prep room needing replaced – Tile ready for pick up.
- b. 15 AMP Receptacles – all 15 AMP Receptacles will be replaced with 20 AMP Receptacles throughout Hospital – replacement has started.
- c. Replace all receptacles on generator circuit at Clinic with red receptacles.
- d. ER Provider office flooring needing replaced-Tile ready to be picked up.
- e. Damaged ceiling tile in patient area due to electrical upgrade-Will need more tile to complete.
- f. Replace ceiling tile that do not fit properly – will need more tile to complete.
- g. North wall in Nurses breakroom in need of repair
- h. Chrome pipe needs cleaned and escutcheons replaced on hopper in ER
- i. East wall in room 27 needing repair around the A/C unit.

i.i.i. New Business

- a. ISO Caddy's installed in patient rooms.
- b. Remaining four sanitizer brackets installed in patient rooms.

Written report remains in minutes.

e. Laboratory

- i. Tissue Report – Approved – May, 2023
- i.i. Transfusion Report – Approved – May, 2023

f. Radiology

- i. There was a total of – 192 X-Rays/CT/US
- i.i. Nothing up for approval
- i.i.i. Updates:
 - o We had our annual OSDH inspection with no deficiencies.

Written report remains in minutes.

g. Pharmacy

- i. Verbal Report by Pharmacist.
- 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 – June 15, 2023
- i.v. Drug Shortage/Outages are as follows: Clinimix, Optiray (all Contrast), furosemide injection Children's suspension antibiotics, Tylenol and Ibuprofen DRS and PIC to monitor on a routine basis.
- v. 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
 - 3 - Fall with no injury
 - 1 - Fall with minor injury
 - 0 – Fall with major injury
 - Death – 2
 - AMA/LWBS – 5/0
 - Quality
 - Quality Minutes from previous month included as attachment.
 - HIM – H&P – Completion 20/20 = 100% - Discharge Summary 20/20 = 100%
 - Med event – 3
 - Afterhours access was – 140
 - Compliance

Written report remains in minutes.
- k. Utilization Review
 - i. Total Patient days for May: 412
 - i.i. Total Medicare days for May: 363
 - i.i.i. Total Medicaid days for May: 7
 - i.v. Total Swing Bed days for May: 358
 - v. Total Medicare SB days for May: 328

Written report remains in the minutes.

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

6. New Business

- a. Review & Consideration of Approval of Policy & Procedure: – MRMC – Employee Health Standing Orders
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Employee Health Standing Orders.
- b. Review & Consideration of Approval of Policy & Procedure: MRMC – Employee Occupational Illness and Injury Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Employee

- Occupational Illness and Injury Policy.
- c. Review & Consideration of Approval of Policy & Procedures: MRMC – Employee Health Manual and Table of Contents Attached
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Employee Health Manual and Table of Contents attached.
 - d. Review & Consideration of Approval of Policy & Procedure: MRMC – Signing of a Death Certificate Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Signing of a Death Certificate Policy.
 - e. Review & Consideration of Approval Review Tool: MRMC – Mortality Review Tool
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Mortality Review Tool.
 - f. Review & Consideration of Approval of Policy & Procedure: MRMC – Scanning Documents into the EHR Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Scanning Documents into the EHR Policy.
 - g. Review & Consideration of Approval of Audit Sheet: MRMC – OBS Audit Sheet
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director to approve MRMC – OBS Audit Sheet.
 - h. Review & Consideration of Approval of Policy & Procedure: MRMC – Access Maintenance EHR Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Access Maintenance EHR Policy.
 - i. Review & Consideration of Approval of Audit Sheet: MRMC – Swing Bed Audit Sheet
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Swing Bed Audit Sheet.
 - j. Review & Consideration of Approval of Policy & Procedure: MRMC – Discharge Summary Discharge Content Management Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Discharge Summary Discharge Content Management Policy.
 - k. Review & Consideration of Approval of Policy & Procedure: MRMC – DC Record Reconciliation and Scanning Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – DC Record Reconciliation and Scanning Policy.
 - l. Review & Consideration of Approval of Policy & Procedure: MRMC – Incomplete Records Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Incomplete Records Policy.
 - m. Review & Consideration of Approval of Policy & Procedure: MRMC – Clinical Records Requirement, Standard and Content Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Clinical Records Requirement, Standard and Content Policy.
 - n. Review & Consideration of Approval of Policy & Procedure: MRMC – Location Security Maintenance and Destruction of Medical Records Policy
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Location Security Maintenance and Destruction of Medical Records Policy.
 - o. Review & Consideration of Audit Sheet: MRMC – INP Audit Sheet
 - i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – INP Audit Sheet.
 - p. Review & Consideration of Approval of Policy & Procedure: MRMC – Employee/VIP Discount Policy

- i.Motion:** made by John Chiaffitelli, DO, Medical Director, to approve MRMC – Employee/VIP Discount Policy.
- q. Review & Consideration of Approval of Appointment: MRMC – HIPAA Security Officer Appointment – Jared Ballard
i.Motion: made by John Chiaffitelli, DO, Medical Director, to approve the appointment of HIPAA Security Officer Appointment – Jared Ballard.
- r. Review & Consideration of Approval of Appointment: MRMC – HIPAA Privacy Officer Appointment – Jennifer Dreyer.
i.Motion: made by John Chiaffitelli, DO, Medical Director, to approve the appointment of MRMC – HIPAA Privacy Officer Appointment – Jennifer Dreyer.

7. Adjourn

- a. Dr Chiaffitelli made a motion to adjourn the meeting at 12:30 pm.

Medical Director/Chief of Staff

Date