



Minutes Mangum City Hospital Authority Amended Session

July 26, 2022 at 5:00 PM

City Administration Building at 130 N Oklahoma Ave.

The Trustees of the Mangum City Hospital Authority will meet in regular session on July 26, 2022, at 5:00 PM, in the City Administration Building at 130 N. Oklahoma Ave, Mangum, OK for such business as shall come before said Trustees.

CALL TO ORDER

Called to order at 5:05 pm

PRESENT

Trustee Carson Vanzant
Trustee Cheryl Lively
Trustee Ilka Heiskell
Trustee LaRetha Vincent

ALSO PRESENT

Billie Chilson, city Clerk
Corry Kendall, City attorney
Mary Jane Scott, Mayor

ROLL CALL AND DECLARATION OF A QUORUM

SWEARING IN AND SEATING OF NEW TRUSTEE

1. Swearing in of Ronnie Webb for Trustee of Mangum City Hospital Authority.
Mayor Scott swore in Robbie Webb as Trustee of Mangum City Hospital Authority.
2. Welcoming and seating of new Trustee Ronnie Webb.
Ronnie Webb was welcomed by board members.

ROLL CALL AND DECLARATION OF A QUORUM

PRESENT

Trustee Carson Vanzant
Trustee Cheryl Lively
Trustee Ilka Heiskell
Trustee LaRetha Vincent
Trustee Ronnie Webb

CONSENT AGENDA

The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member (or a community member through a Board

member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Board members should so note before adoption of the Consent Agenda.

Motion to 3 through 15 and remove 16 and 17

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent

Voting Abstaining: Trustee Webb

1. Approve May 24, 2022 MCHA meeting minutes.
2. Approve June 28, 2022 minutes
3. Approve May 12, 2022 Quality meeting minutes.
4. Approve June 16, 2022 Quality meeting minutes.
5. Approve June 21, 2022 Medical Staff meeting minutes.
6. Approve May 19, 2022 Medical Staff meeting minutes.
7. Approve May 2022 claims and July 2022 estimated claims.
8. Approve June 2022 claims and August 2022 estimated claims.
9. Approve May 2022 Quality report.
10. Approve June 22 Quality report.
11. Approve May 2022 Clinic report.
12. Approve May 2022 CCO report.
13. Approve May 2022 CEO report.

FURTHER DISCUSSION

14. Approve the following forms, policies and procedures previously approved through May 2022 by Corporate, on 6/16/2022 by Quality Control and on 6/21/2022 by Med Staff.

Dietary Manual:

- Food & Nutrition Services Table of Contents
- Introduction of Philosophy & Standards
- General Employee Information
- Sanitation Schedules
- Infection Control for Food & Nutrition Services
- Fire & Prevention for Food & Nutrition Services
- Pest Control & Prevention for Food & Nutrition Services
- Dish Care: Dish Machine and Manual Warewashing
- Food Handling & Kitchen Safety
- General Storage
- Food from Outside Sources
- Nourishment Room
- Accepting Food Deliveries
- Mealtimes & Guest Trays
- Menu & Recipes
- Diet Orders
- Nutritional (oral) Supplementation
- Emergency Operation Plan
- Nutrition Assessment & Documentation
- Authorization of Nutrition Order Writing

Nutrition Screening Process
Contracted Meal Service (Seiling only)
Competency Based Orientation
Daily Cleaning Schedule
Weekly Cleaning Schedule
Dish Machine Temperature & Sanitizer Log
Sanitizer Bucket Test Strip
Food Temperature Log
Refrigerator Temperature Log
Freezer Temperature Log
Inventory Form*
Guest Tray Approval Form
Menu Substitution Log
Nutrition Initial Assessment
Nutrition Progress Note
Nutrition Screening Tool

Credentialing Manual:

MRMC Pre-Authorization Form
Primary Source Verification
Credentialing Checklist
Application for Temporary Privileges (Used for Care of Specific Patients)
Credentialing Packet
Telephone Contact Report Form
Continuing Medical Education Record
Application for Reappointment
Emergency Privileges Form
HICS -253 Volunteer Registration
Credentialing and Privileging Process (Mangum Specific)
Medical Staff Membership and Categories
Basic Credentialing File and Maintenance
Application to the Medical Staff
Physician Assistance and APRNs
Professional Education
Adverse Credentialing Decisions
Fair Hearing Appeals Process for Privileging
Expedited Appointment and Reappointment Process
Privileging Process
Peer Recommendations for Privileging Decisions
Emergency Privileging

Respiratory Protection Program Evaluation Check list

Respiratory Protection Program Evaluation Summary for 2021

Respiratory Protection Program Hazard Assessment

Motion to approve the Dietary Manual and the Credentialing Manual and the Respiratory Protection Program Evaluation Checklist, Respiratory Protection Program Evaluation Summary for 2021 and Respiratory Protection Program Hazard Assessment.

Motion made by Trustee Vanzant, Seconded by Trustee Webb.
Voting Yea: Trustee Vanzant, Trustee Vincent, Trustee Webb

Voting Nay: Trustee Lively
Voting Abstaining: Trustee Heiskell

15. Approve the following forms, policies and procedures previously approved through June 2022 by Corporate, on 7/14/2022 by Quality Control and on 7/21/2022 by Med Staff.
Swing Bed Policy Manual/Case Management Policy Manual
Incomplete Records Policy
Patient Request for Restrictions on Use/Disclosure of PHI and Request for Confidential Communications
340B Program Policy
Mangum Quality Review Evaluation Plan 2022
Paid Time Off (PTO) Policy
PTO Donation Authorization Form

Motion to approve as presented.

Motion made by Trustee Vanzant, Seconded by Trustee Vincent.
Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

REMARKS

Remarks or inquiries by the audience not pertaining to any item on the agenda.

Chairman Vanzant stated that he received the best care while in the hospital at Mangum City Regional Hospital. He said he would put this Hospital against any Hospital. Thank you to all who work at the hospital.

REPORTS

16. June 2022 Financial Report

Financial Highlights reported by Andrea Snider

Statistics

The average daily census in June was 9.73. This is a slight increase of .31 from the previous month and brings our YTD ADC to 9.94

Cash receipts for the month of June totaled \$1.15M. This is an increase of \$249K from May. (Generally speaking, there is approximately a one-month lag between the net revenue generated each month & the majority of the cash collected.).

Balance Sheet Highlights

The operating cash balance as of June 30th is \$42K. The Restricted cash balance reflects \$602K for a total of \$644K in cash.

Accounts Receivable reflects an increase of \$65K, this is primarily driven by the timing of the cash collections. The payor mix census in June saw an increased volume in Medicare Advantage which has a longer turnaround time than Medicare and is driving the overall increase in accounts Receivable.

The Due from Medicare asset accounts reflects \$638K, which is a decrease of \$136K primarily driven by the Physical count audit adjustment.

Inventory saw a large increase due to a semi-annual Physical Count audit resulting in a balance increase of \$123K.

Due to Medicare saw a decrease of \$155K reflective of the payment on the principal balance of the ERS loans. As a reminder the 2018 Cost Report ERS loans. as a reminder the 2018 Cost Report ERS loan was paid off in May.

Income Statement Highlights

Net patient revenues resulted in \$1.2M in June.

Operating expenses for the month of June resulted in \$1.2M driven primarily by the Physical Count Audit adjustment to supplies expense.

Earnings before interest and depreciation reflect a loss of \$(33K), with June totals resulting in an operating loss of (\$120K)

Additional Notes

Cohesive has initiated a request with Novitas to submit an interim rate review based on the 4/30/22 Financials in which we estimate a receivable owed to the hospital. Normally, an interim review is not initiated until around the 8/31 time frame but considering the large receivable already estimated, having an earlier interim rate review completed is more favorable for the facility.

17. Approve June 2022 Clinic Report

Jeff Cleveland gave the Clinic Operations Report with the following highlights.

Clinic Operations

ECW implementation progressing. Data migration set to begin soon.

Clinic's desire to see all patient's same day. If for some reason not able, Provider has the final say.

Quality Report

Metrics continue to be monitored. All within good standing.

Outreach

Over 50+ sports physicals performed in clinic within 2 days. More to come.

Continue with social media and advertisement in local paper.

Summary

Numbers stable despite primary provider out for surgery.

Staff working to improve "no Show" rate of 22%

18. June 2022 CCO Report

Daniel gave the Chief Clinical Officer Report for June with the following highlights.

Excellent Patient Care

Monthly Education included a skills fair with topics covered included: TPN, Transmission Based Precautions, PPE and G-tube feeding. Air Evac provided Stroke education.

MRMC Emergency Services coordinated with Greer EMS and Air Evac to conduct a mock cod STROKE. Through coordinated efforts, the mock patient received prompt assessment in the field, rapid imaging and was transferred to flight team in 36 minutes!

MRMC Infection Prevention proudly reports continued excellent performance as evidence by **Zero** prevalence of Hospital Acquired Infections, Catheter Associated Urinary Track Infections or Central Line Associated Blood Stream Infections.

There have been zero hospital acquired wounds. The wound care team continues to ensure overall wound progression.

Excellent Client Service

Patients continue to rely on MRMC as their local hospital. Patient days increased from 303 days in April to 320 days in May. This represents an average daily census of 10. In addition, MRMC Emergency Department provided care to 144 patients in May.

May COVID-19 Stats at MRMC: Swabs (26-PCR & 46-Antigen) with 0 Positive PCR and 6 Positive Antigen.

100% of the discharged patients from MRMC Outpatient Therapy Services exhibited improvement in standardized assessment scores. This scoring relates to the patient's functional ability.

Case management received a report from patient and family member. They claim that they have been to many other facilities but have never received the personal, compassionate care that they have been given while at MRMC.

Preserve Rural Jobs

Open Positions include Full Time RT, RN, LPN, and CNA.

For the clinical team MRMC continues to pursue core staff members from the area.

New core staff members have been added to the dietary team. MRMC receives compliments daily regarding the enhanced service and quality of meals served.

Recruiting efforts included posting of position on mangumregional.net and Facebook as well as Indeed.

19. June 2022 CEO Report

Dale Clayton gave his report with the following highlights.

COVID Overview

Leadership continues to update staff and providers regarding new policies and regulations.

Covid is less of a concern however vigilance is still a focus.

Staff and Operations Overview

Patient care continues to be outstanding thanks to an outstanding staff.

Open positions include Dietary, CNA, LPN, RN and RT.

Recently hired staff include CNA, LPN, Monitor Techs and Dietary staff.

Critical Alert nurse call system is close to completion This is the final major improvement enabled by grant funds.

Our average daily census for the month was 10.

Emergency Department assisted 144 patients.

Employees continued to receive free meals compliments of Cohesive.

We continue to put an emphasis on social media presence and other outreach efforts for the Hospital and the Clinic.

Contracts, Agreements and Appointment for Governing Board approval.

PharmaForce Mangum Drug Configuration agreement.

Cardinal Health 340B agreement.

Eli Lilly, Novo Nordisk and AstraZeneca 340B manufacturing agreements.

Critical Alert nurse call system change order.

Greer County Health Department X-Ray services agreement.

Oklahoma Blood Institute blood bank contract.

OKCH Medicare/Medicaid reimbursement contract.

Stericycle addendum for pharmaceutical Hazardous Waste disposal.

Discussion and possible action to approve a credit card for MRMC operations.

Discussion and possible action to approve the lease agreement between the City of Mangum and the Mangum City Hospital Authority for the David Caley Memorial Medical Annex.

Discussion and possible action to approve the CPSI-Evident interface agreement.

OTHER ITEMS

20. Discussion and possible action on the Cardinal Health 340B agreement.

Motion to approve the Cardinal Health 340B agreement.

Motion made by Trustee Webb, Seconded by Trustee Heiskell.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

21. Discussion and possible action on the Eli Lilly, Novo Nordisk and AstraZeneca 340B manufacturing agreements.

Motion to approve the Eli Lilly, Novo Nordisk and AstraZeneca 340B manufacturing agreements.

Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.
Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

22. Discussion and possible action on the Mangum Drug Co. PharmaForce Contract Pharmacy Configuration agreement.

Motion to approve the Mangum Drug Co. PharmaForce Contract Pharmacy Configuration agreement.

Motion made by Trustee Heiskell, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

23. Discussion and possible action to approve the Puckett's Discount Pharmacy PharmaForce Contract Pharmacy Configuration agreement.

Motion to approve the Puckett's Discount Pharmacy PharmaForce Contract Pharmacy Configuration agreement.

Motion made by Trustee Webb and seconded by Trustee Lively

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

24. Discussion and possible action on the Critical Alert nurse call system change order.

Motion to approve the Critical Alert nurse call system change order.

Motion made by Trustee Heiskell, Seconded by Trustee Vanzant.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

25. Discussion and possible action on the renewal of the Greer County Health Department X-Ray services agreement.

Motion to approve the renewal of the Greer County Health Department X-Ray services agreement.

Motion made by Trustee Lively, Seconded by Trustee Heiskell.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

26. Discussion and possible action on the Oklahoma Blood Institute blood bank contract.

Motion to approve the Oklahoma Blood Institute blood bank contract.

Motion made by Trustee Heiskell, Seconded by Trustee Vincent.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

27. Discussion and possible action on an OKCH reimbursement agreement.

Motion to approve the OKCH reimbursement agreement.

Motion made by Trustee Vincent, Seconded by Trustee Heiskell.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

28. Discussion and possible action on a Stericycle agreement.
 Motion to approve the Stericycle agreement.
 Motion made by Trustee Heiskell, Seconded by Trustee Vincent.
 Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

29. Discussion and Possible action to approve the lease agreement between the City of Mangum and Mangum City Hospital Authority for the David Caley Memorial Medical Annex.
 Motion to approve the lease agreement between the City of Mangum and Mangum City Hospital Authority for the David Caley Memorial Medical Annex.
 Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.
 Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent
 Voting Abstaining: Trustee Webb

30. Discussion and possible action to approve the CPSI-Evident interface agreement.
 Motion to approve the CPSI-Evident interface agreement.
 Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.
 Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

EXECUTIVE SESSION

31. Discussion and possible action regarding the review and approval of medical staff privileges/credentials/contracts of the following providers with possible executive session in accordance with 25 O.S. 307(B)(1):
 Jeff Phillips, PA - Allied Health Professional - Courtesy Privileges
 No executive session needed.
 Motion to approve the credentialing for Jeff Phillips, PA - Allied Health Professional - Courtesy Privileges
 Motion made by Trustee Vanzant, Seconded by Trustee Heiskell.
 Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

OPEN SESSION

32. Discussion and possible action in regard to executive session, if needed.
 Not needed.

STAFF AND BOARD REMARKS

Remarks or inquiries by the governing body members, City Manager, City Attorney or City Employees
 None

NEW BUSINESS

Discussion and possible action on any new business which has arisen since the posting of the Agenda that could not have been reasonably foreseen prior to the time of the posting (25 O.S. 311-10)
 None.

ADJOURN

Motion to adjourn at 6:35 pm

Motion made by Trustee Vanzant, Seconded by Trustee Lively.

Voting Yea: Trustee Vanzant, Trustee Lively, Trustee Heiskell, Trustee Vincent, Trustee Webb

Carson Vanzant, Chairman

Billie Chilson, City Clerk