

**Holmes County Hospital Corporation
d/b/a Doctors Memorial Hospital
Board of Trustees Meeting
September 30, 2019
Agenda**

Special Guest: Kari, Gauster, Bondholder
Sandy Maclellan, Bond Counsel
Tori Penny, Board Attorney

1.0 Call to Order:

2.0 Topic: Approval of Minutes – September 16, 2019

3.0 Unfinished Business:

- Warbird Consulting Partners – Bruce Deskin

4.0 Chairman of the Board Update: Joseph Sowell, Chairman

5.0 New Business:

5.1 Utilization Review Report- Kyle Contini, M.D.

5.1.1 Topic Utilization Review Report

July 2019

August 2019

1 Inpatient Transfers

3 Inpatient Transfers

1 Inpatient AMA

1 Inpatient AMA

0 Readmit within 30 days

0 Readmit within 30 days

0 Readmit within 15 days

1 Readmit within 15 days

5.2 Medical Records Review- Leisa Bailey, M.D.

5.2.1 Topic: Delinquent Record Report

Conclusion/Recommendation:

Stats

For July and August we had the following delinquencies noted:

July: 18 History & Physicals
12 Discharge Summaries
1 Op Reports/Notes
0 Signatures

August: 22 History & Physicals
11 Discharge Summaries
1 Op Reports/Notes
0 Signatures

Recommendation/Actions:

For the past 12 months, there is an average of 34 charts over 30 days past due. Total admissions and surgeries for this period are 1,201. The average delinquent rate for 2019 was 40 charts. This must remain below 50 for the year to meet JCAHO standards.

History and Physicals for July and August was a total of 18 for July and 22 for August. We are averaging 12 History and Physicals for the last 12 months. H&P's are to be on the charts within 24 hours of admission. Signatures reflected 2 charts delinquent in July and August 0 in June. Average for the 12 months is 4.

Discharge summaries must be dictated and signed within 30 days of discharge. We are averaging 17 delinquent charts each month. May and June had 28 delinquent charts for D/C summaries. Of this 12 were in July and 16 in August.

5.3 Surgical Case Review- Dale Mitchum, M.D.

5.3.1 Topic: Surgical Case Reviews for January, February, March 2019

July 2019: Total Activity: 56; 27 endoscopies, 11 major, 14 minor, 0 blood transfusions, 0 pain management, 2 therapeutic phlebotomy, 2 miscellaneous procedures.

5.4 Blood Utilization Review- Andres Candela, M.D.

5.4.1 Topic: Blood Usage Evaluation:

Report for the 3rd Quarter is not due. Will report at the next meeting.

5.5 Performance Improvement Report - Leisa Bailey, M.D.

5.5.1 Performance Improvement Report-1st Quarter 2019

The Performance Improvement Report is not due at this time. Will review 3rd quarter at the next meeting.

5.6 Pharmacy & Therapeutics Review- Patrick Hawkins, M.D.

4.6.1 Medication Error Update

4.6.2 Anticoagulation Update

5.7 Risk Management/Safety/Infection Control Meeting- Patrick Hawkins, M.D., Chairman

5.7.1 Risk Management Report-

The Risk Management Report is not due at this time. Will be reviewed at the next meeting.

5.8 Chief Nursing Officer Update-Janet Smith, RN DON

5.9 Chief of Staff Update- Kyle Contini, M.D.

5.9.1 Topic: Medical Staff Fund:

\$ 218.22 Account Balance as of July 15, 2019

\$ 218.22 Balance as of September 9, 2019

Expenses: None

Income: None

5.9.2 Re-Appointments

Andres Candela, M.D. - Pathology

North Davis, M.D. - Pathology

5.9.5 Medical Staff Bylaws/Rules and Regulations

6.0 Chief Executive Officer Update: JoAnn Baker

6.1 Hospital Operations Update

6.2 Financial Report

7.0 Legal Update:

8.0 Adjournment: