



Minutes for Meeting Book - Board of Directors Meeting - April 28, 2022

04/28/2022 | 07:30 PM

Rangely District Hospital

I. Welcome/Call to Order

A. Roll Call

B. Pledge of Allegiance

C. Prayer

II. Approval of Minutes

A motion was made and seconded to approve March 31, 2022, meeting minutes with corrections. Vote: Motion Carried Unanimously (**ACTION/TAKEN/CLOSED**)

III. Public Forum

A. Correspondence

B. General Public

IV. CEO Report

CEO NOTES

April 28th, 2022

5 Strategic Plan 2022-2026

- Last meeting for the CHNA will be on May 4th at noon. I will send out the final draft to the board when it is complete.
- Strategic Plan completion

Surgery Suite

- Submitted the waiver requests. We are seeking 2 waivers in order to keep the recovery rooms as they are. 1) 2.2-3.3.5.9 Staff Toilet in Patient Care Area: Staff toilet room shall be located in the postoperative patient care area to maintain staff availability to patients. 2) 2.1-3.4.1.4 Pre-and Post-Procedure Patient Care: Where Pre-and Post-procedure Patient Care Stations are combined into one Patient Care Area, at least 2 Patient Care Stations are to be provided for each Procedure/Operating Room.

Staff Position Update:

- Dr. Brian Eades OB/GYN started last Friday. We will start advertising now that we have some solid dates of when he will be here. Next visits are set for 5/20, 6/17, and 7/15.
- Dr. Tyson Torgersen will be here this weekend and starts his rotation on May 2nd. He will be staying with his family in the North Doctor's Housing.
- Scheduled a visit with Dr. Ergi Gumusaneli, M.D. he is a psychiatrist with a practice set up similar to SLS but for <65 outpatient setting.

Foundation Update:

- We are making progress with the foundation events, we are meeting monthly.
- Skeet shoot – Canceled until further notice
- Garage Sale – June 3rd/4th
- Thanksgiving Dinner – Nov 5th
- Donkey Basketball – TBD
- Possible Grants
- Executives Partnering Investment in Children (EPIC) grant up to \$800,000 child care grant 20% match.
- Next 50 grant was submitted:
- Foundation grant \$70,000 for Sunrise Park project.
- Hospital grant, Van for Eagle Crest.

Marketing Campaign:

- Sara Peterson completed her marketing course. We will continue to work with Align Media on our website and future mini clips of the hospital.
- We will be tracking google analytics to see if our marketing campaign is working.
- This will give us some valuable information.

Ship Grant (Negative Pressure Rooms):

- Waiting for a bid from Adolf and Peterson, pending.

Legislative Bill Concern.

- HB-21-1198
- No new updates on an extension of the timeline for implementation.
- Ongoing research on the total impact this would have on our facility.
- HICPF is still in the developmental stages of implementation and cost reimbursement.

Fred Factor (Customer Service Training)

- Completed training with all departments. Everyone thanked the board for purchasing the books.
- Every employee upon orientation will receive a book to read.
- An email has been set up at Fred@rdhosp.org if you would like to recognize anyone.
- Small reward each week an employee can choose from.

Pharmacy Fridge

- Claim filled out and submitted for lost products.

Grandfathered RHC Rate

- Submitted 855A - 11/24/2020
- Working with Colorado Rural Health Center and the National Association of Rural Health Clinics
- Novita's said additional information was needed and application was canceled on 12/31/2020.
- We are currently investigating our timeline and submission of documentation with CRHC.
- We should be grandfathered in with a much higher reimbursement rate for Medicare/Medicaid in the clinic. This will be based on our 2021 cost report submission.

Possible Purchase of a Company Car

- 2019 = \$16,753.49 in mileage reimbursement.
- Exploring different options, and putting together an analysis.

Lake Day – Employee Appreciation

- July 9th, 10 am-5 pm
- Service awards

PTO policy

- Please see handout for PTO comparable' s
- Our current policy has been in place since 2007.

CHA Hospitals here for our people

- See attached flyer, CHA letting congress know what hospitals are doing to invest in employees.

V. Medical Staff

A. March Medical Staff Minutes

A motion was made and seconded to approve the March 10, 2022, Medical Staff Minutes. Vote: Motion Carried Unanimously (**ACTION/TAKEN/CLOSED**)

B. Updated Medical Staff Meeting Schedule

C. Initial Appointment:

Tyson Torgersen, DO-Family Medicine

A motion was made and seconded to approve Tyson Torgersen, DO-Family Medicine. Vote: Motion Carried Unanimously (**ACTION/TAKEN/CLOSED**)

D. Re-Appointments:

Hari Charan P Reddy, MD - Radiology

A motion was made and seconded to appoint Hari Charan P Reddy, MD-Radiology

Christine Kassis, MD - Radiology

A motion was made and seconded to appoint Christine Kassis, MD-Radiology

Sajal S. Pokharel, MD - Radiology

A motion was made and seconded to appoint Sajal S. Pokharel, MD-Radiology

Adam Kowalski, MD- Radiology - Diversified Radiology

A motion was made and seconded to appoint Adam Kowalski, MD-Radiology-Diversified Radiology.

Vote: Motion Carried Unanimously **(ACTION/TAKEN/CLOSED)**

VI. HR Report

A. Employee of the Month

Employee of the Month

Andrew Jordan - March 2022

I would like to nominate Andrew Jordan for employee of the month. Andrew is always happy, helpful, positive, and a go-getter. Andrew is a "take the bull by the horns" co-worker and has no problem getting to the nitty-gritty of billing, admissions, PARA, or any other task assigned to him. Andrew is a true asset to RDH.

B. RDH 2022 Scholarship

RDH 2022 Scholarship

We have one scholarship application so far, but the deadline is April 30th. If we receive more we will set up interviews for the first week of May. Senior Leadership is the "committee" that selects the recipient but we would love to include any board member that would like to participate. Typically, the Board President presents the award at Graduation. This year's Graduation is on May 22, 2022.

Keihlin Myers

C. Board of Directors Election

Board of Directors Election

There were not more candidates for director than offices to be filled so Keith Peterson and Ronald Granger were declared elected by acclamation. They will start their three-year term in May 2022.

VII. CNO/COO Report

Nursing

- Staffing: We hired an RN from Vernal who will be starting in the next few weeks part-time

- CNA class finished up last week. We are expected to have four students test for their certification
- Two state reportable incidences
- Abuse of a resident by a family member
- Neglect by a staff member
- Kelly has been working together with Kym to implement our Antibiotic Stewardship Program. The implementation date is May 3rd. We will be spreading education to the community on proper antibiotic use.
- Census
- 106 ER visits (1 COVID)

Home Health

- Initial Administrator training completed. I will be the home health administrator and Taylor will act as the alternate.
- Charlie Dunker was hired as the assistant home health director and the plan is for her to take over once she graduates with her RN.

Dietary

- May 2nd will open to the public

Housekeeping

- Ray has put in his notice as Housekeeping Director effective May 13th.

VIII. Compliance Report

Quality

- There will be a Quality/UR/UM/Infection Control Meeting when Lois returns from vacation.
- Quality reporting is due to CMS at the end of the week, Faith and I are working on submission.
- There were 8 falls total for Q1: 7 Assisted Living, 1 Long Term Extended Care.
- There were 3 medication errors total for Q1: 1 Pharmacy, 1 Assisted Living, 1 Long Term Extended Care.

Risk

- Education is being performed facility-wide on Occurrence Reporting, this will happen as the 2nd Quarter All Staff mandatory training. Trying to work around Fred Factor Training.
- Attached is the 2022 Occurrence Log, please reach out if there are any questions.
- There were two State Reportable Events in the last week. One was physical abuse of a resident by a family member, one was neglect due to providing patient care while impaired. Patient safety was immediately secured for both instances. The final report was turned into the state for the abuse occurrence and we are in process of gathering information/investigating for the neglect occurrence.

Compliance

- Revenue Cycle Committee

- 4/5/2022 meeting: Team to address Policies and Procedures in the Business Office, working on appeal for Anthem Swing Bed denials, dropping claims for Anthem ambulance claims on 1500 form trying to get them to pay old ones under old payment mechanism, Medicaid enrollment for RHC complete, preauthorization log implemented, A1 collections reconciled to Athena collections listing.

IX. Financial Report

Financial report is not yet available for April due to changing accounting systems. We will report two months of financials in May 2022.

X. Business from the Floor

June 2022 Board Meeting to start at 5 pm due to CHA-One America and Audit presentation.

XI. Adjournment

A motion was made and seconded to adjourn the meeting. Vote: Motion Carried Unanimously
(ACTION/TAKEN/CLOSED)