

NOTES FOR LOWER KEYS HOSPITAL DISTRICT BOARD

BOARD OF TRUSTEES – July 25th 2017

The open session was a little better attended than the May meeting. It had been heavily promoted and it has to be assumed the lack of community participation is a reflection of the efforts made by CHS to address the concerns of 2016.

This was an upbeat meeting. The open section covered the major capital works program to both College Road and De Poo totaling circa \$15m. I hope to issue the presentation slides prepared by John Emery, COO which covers works to out-patient registration, ER, elevators, nursing stations and rooms. The scope includes an increase of 30-50 car parking spaces, enhancements to patient comfort, privacy and staff facilities to bring the buildings up to date.

David Clay made several significant announcements in the closed session and I leave him to advise LKHDB. They are all very positive covering improvements in quality and the provision of new levels of service specialism locally.

The hospital continues to experience a 19% downturn (year on year) in admissions but indications are that admissions and out patient including ER may be stabilizing

LKMC continues to eliminate agency/contract staffing and reduce staff (nursing) turnover and has now recruited 7 graduate staff from the FKCC nursing course. There are just 3 nursing vacancies on the main 3rd floor facilities

Life Net has now terminated service and helicopter provision is now entirely provided by the County and Trauma Star. Currently we are reliant on a Marathon based service but the new 3rd helicopter to be based in KW is expected mid August – for which LKMC is building an extension to the landing pad.

Attached is the agenda for the public open forum and minutes of the May 23rd 2017 meeting

Also attached is the agenda for the closed session.

Bryan Green



BOARD OF TRUSTEES OPEN FORUM
JULY 25, 2017
Lower Keys Medical Center
11:00 AM – New Classroom

MEETING AGENDA

	<u>Person Responsible</u>	<u>Tab</u>
1.0 Call To Order		
<i>Welcome</i>	D. Clay, CEO	
<i>Safety Moment</i>	T. Haner, ACNO	
2.0 Presentations		
A. Construction Update	J. Emery, COO	
3.0 Q & A Session		
4.0 Adjournment		

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Next Meeting Tuesday September 26, 2017 at 11:00 AM



LOWER KEYS MEDICAL CENTER
BOARD OF TRUSTEES

Open Session

May 23, 2017

BOARD PRESENT: Drs. Lockwood, Olson, Greenwood, McIvor and; Mr. Green; Mr. Galvan; Mr. Knowles; Mses. Johnson; Rev. Fowler, Mr. McVeigh; and Mr. Clay

ABSENT: Drs. Perry and Ms. Higgins

GUESTS: Mr. Emery, Ms. Banker, Ms. Warren, and Ms. Skeens

- I. The meeting was called to order at 11:00 AM

SAFETY MOMENT: A pharmacy tech noticed on an Accudose machine that the Epinephrine package were discolored so they pulled them and called the company.

- II. The minutes of March 28, 2017 were approved.

TOPIC	DISCUSSION	ACTION/FOLLOW-UP
2. Presentations		
Services Offered at LKMC	Ms. Banker reviewed with the board and the community members present the services that Lower Keys Medical Center offers. In addition she handed out a brochure that list all the services that we offer here at the hospital.	Informational
Dr. Lockwood had the board introduce themselves and their position on the board.		
Q&A Session		
	Brian Green informed the group that he contacted Mr. Harry Bethel and believes that all he is asking for is "What the cost of a CT Scan at an uninsured rate but above poverty rate"? Mr. Clay stated that there are lots variables on giving charge amounts.	
	Mr. Clay stated that we are looking into adjusting Radiology charges in July.	
	Mr. Clay informed the board that CHS and Lower Keys Medical	

TOPIC	DISCUSSION	ACTION/FOLLOW-UP
	<p>Center is working on putting together a Not-for-profit organization that will have their own board. This organization will be funded by Lower Keys Medical Center and they will assist patients with insurance.</p> <p>There was a community member that asked the board to look into having mental health specialty as an outpatient in Primary Care Clinic. Dr. Lockwood stated that recruiting for a Psychiatrist is not an easy as it seems. It took us 3 years of recruiting to get Dr. Patwa. We are actively searching now for other Psychiatrists.</p> <p>At this time there are 22 physicians that are volunteering to assist the KPHA for underinsured and unfunded patients.</p> <p>A community member spoke that is from Canada regarding issues he has had with MRI and billing. He stated he paid the \$1,200 here to have an MRI and when he went to Mt. Sinai they said they could not read the disc because the clarity was bad and that they needed to do another MRI up there. They stated they were not going to charge him. Also received the report from our Radiology and it really doesn't say anything compared to the one he received from Mt. Sinai. Also wanted to know why bills are sent out with no itemization.</p> <p>Ms. Skeens spoke to him in regards to the bills and is working on having them itemized. She gave the patient her number and asked him to call her so that she could get him an itemization and help with anything else he may need.</p> <p>A gentleman had concerns over the Navy Clinic being able to access medical records. Feels it is a HIPPA issue. Our Privacy Officer is looking to his concerns.</p>	
ADJOURNMENT	The meeting was adjourned at 12:10 PM.	

Respectfully Submitted,

Gina Sellers, Executive Assistant

Lower Keys Medical Center



BOARD OF TRUSTEES
 JULY 25, 2017
 Lower Keys Medical Center
 12:15 noon – Boardroom

MEETING AGENDA

	<u>Person Responsible</u>	<u>Tab</u>
1.0 Call To Order Welcome Safety Moment	W. Greenwood, MD	
2.0 Approval of Minutes A. Minutes of May 23, 2017	W. Greenwood, MD	1
3.0 Unfinished Business		
4.0 New Business		
A. Medical Staff	J. Emery, COO	2
1. Credentialing		
B. Administrative Reports		
1. CQO Report	T. Haner, ACNO	
a. LKMC Quality Dashboard		3
b. Regulatory and Compliance		
c. Top Ten List		
d. Risk Management/ Pt. Safety Reports		
1. Patient Grievance		
2. Events/ Violations		
2. CFO Report	R. Meyer, Interim, CFO	
a. Key Indicators		4
1. LOS/ Avoidable Day Report		
2. HIIM Medical Record Delinquency Report		
3. ACNO Report	T. Haner , ACNO	
a. Chest Pain Accreditation		
b. Recruitment		
c. HCAHPS		
4. COO Report	J. Emery, COO	
a. Life Safety/ Construction		

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Safety/Quality



Service



People



Finance



Growth

b. Contracted Provider Approval 5

5. CEO Report D. Clay, CEO

a. Board By-laws for annual review 6

5.0 Other Business/ discussion

6.0 Adjournment W. Greenwood, MD

Next Meeting: Tuesday, September 26, 2017 @ 12:15 pm.