

AGENDA

NORTHERN INYO HEALTHCARE DISTRICT BOARD OF DIRECTORS REGULAR MEETING

April 19, 2017 at 5:30 p.m.

In the Northern Inyo Hospital Board Room at 2957 Birch Street, Bishop, CA

1. Call to Order (at 5:30 pm).
2. At this time persons in the audience may speak on any items not on the agenda on any matter within the jurisdiction of the District Board (*Members of the audience will have an opportunity to address the Board on every item on the agenda. Speakers are limited to a maximum of three minutes each.*).
3. Old Business
 - A. Bishop Union High School student clinic (*action item*).
4. New Business
 - A. Fiscal Department Policy and Procedure Approvals (*action items*):
 1. *Remote Deposit Service*
 2. *Sales and Use Tax*
 - B. Nursing Department Policy and Procedure approval, *Pain Management and Documentation* (*action item*).
 - C. Compliance Department Policy and Procedure approval, *Minors with Legal Authority to Consent* (*action item*).
 - D. Hospital Wide Policy and Procedure annual approvals (*action items*); Attachment A to Agenda.
 - E. Approval of Northern Inyo Healthcare District Capital Budget for 2017/2018 fiscal year (*action item*).
 - F. NIHD Auxiliary Bylaws review and approval (*action item*).
 - G. Appoint ACHD Delegate and Alternate (*action item*).

Consent Agenda (action items)

5. Approval of minutes of the March 15, 2017 regular meeting
 6. 2013 CMS Validation Survey Monitoring, April 2017
 7. Financial and Statistical Reports for the period ending February 28, 2017
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8. Data and Information Committee Report (*information item*)

9. Chief of Staff Report; Joy Engblade, MD:

A. Policies/Procedures/Protocols/Order Set approvals (*action items*):

- *Training and Competency in Point-of-Care Testing*
- *Point of Care Accu-Check Blood Glucose Testing*
- *Gastric Occult Blood*
- *Fecal Occult Blood by Beckman Coulter Card Method Hemoccult SENSE*
- *Urine Dipstick Chemistries*
- *Point of Care HemoCue Hbv201 + Hemoglobin Testing – (RHC)*
- *Hemosure-One Step Immunological Fecal Occult Blood Test – (RHC)*
- *Point of Care QuickVue hCG Urine Test – (RHC)*
- *Point of Care QuickVue Dipstick Strep A Test – (RHC)*

B. Radiology Services Critical Indicators 2017 (*action item*)

C. Medical Staff Appointment/Privileges (*action items*)

- Active Staff:

- N. Michelle Inforzato, MD (*hospitalist*)
- Jessica Paulson, MD (*emergency medicine*)

- Consulting Staff:

- Joseph Ludwick, MD (*pediatric cardiology*)
- Katrinka Kip, MD (*pediatric cardiology*)

- Temporary Staff:

- Wilbur Peralta, MD (*hospitalist – temporary assignment until 8/31/17*)
- Hung Nguyen, MD (*hospitalist – temporary assignment until 8/31/17*)

D. Advance Practice Provider Privileging (*action item*)

- David Nicholson, CRNA (*nurse anesthesia*)

E. Extension of Privileges and Change in Staff Category (*action item*)

- Carolyn Saba, MD (*anesthesiology*)
 - Change of Staff category from Temporary to Consulting Staff and extension of Privileges from 5/31/17 to 12/31/17 during the pendency of Dr. Saba's Consulting Staff reappointment application

F. Advancement (*action item*)

- Manish Pandya, MD (hospitalist) – Request to advance from Provisional Active Staff to Active Staff. Member is in good standing.
- G. Resignation (*action item*)
- Felix Karp, MD – Effective 3/31/17; privileges in effect through 12/31/17
- H. Other (*information item*)
- ACLS will become a required certification for new hospitalist applicants and for current hospitalists at the time of Medical Staff reappointment
10. Chief Operating Officer Report (*information item*).
 11. Chief Accounting Officer Report (*information item*).
 12. Chief Nursing Officer Report (*information item*).
 13. Chief Human Relations Officer Report (*information item*).
 14. Reports from Board members (*information items*).
 15. Adjournment to closed session to/for:
 - A. Hear reports on the hospital quality assurance activities from the responsible department head and the Medical Staff Executive Committee (*Section 32155 of the Health and Safety Code, and Section 54962 of the Government Code*).
 - B. Confer with Legal Counsel regarding pending and threatened litigation, existing litigation and significant exposure to litigation, 4 matters pending (*pursuant to Government Code Section 54956.9*).
 - C. Discuss trade secrets, new programs and services (estimated public session date for discussion yet to be determined) (*Health and Safety Code Section 32106*).
 16. Return to open session and report of any action taken in closed session.
 17. Adjournment.

In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a District Board meeting, please contact administration at (760) 873-2838 at least 48 hours prior to the meeting.

ATTACHMENT "A" TO APRIL 19 2017 BOARD AGENDA

ANNUAL POLICY AND PROCEDURES APPROVAL LIST

**POLICIES TO THE BOD
ENVIRONMENTAL SERVICES**

POLICY & PROCEDURES TO THE BOARD		APRIL, 2017			
EVS					
TITLE	TO BOD	APPROVED	COMMENTS	P&P UPDATED	
1	Cleaning Agents: Cleaning Solutions	4/19/2017			
2	Cleaning Agents: Disposal of Cleaning Agents	4/19/2017			
3	Cleaning Agents: Identifying and Labeling Cleaning Agents	4/19/2017			
4	Cleaning Agents: Selection, Measurement, and Use of Cleaning Agents	4/19/2017			
5	Cleaning Procedure: Patient room Daily and at Discharge	4/19/2017			
6	Cleaning Procedures: Clinical Support Areas: Clinical Support & Ancillary Service Areas	4/19/2017			
7	Cleaning Procedures: Clinical Support Areas: Dietary Department	4/19/2017			
8	Cleaning Procedures: Clinical Support Areas: Pharmacy	4/19/2017			
9	Cleaning Procedures: Clinical support Areas: Protocol for Clinical Laboratory	4/19/2017			
10	Cleaning Procedures: Non Patient Care Equipment: Refrigerators	4/19/2017			
11	Cleaning Procedures: Non Patient Areas: Conference/Meeting Rooms	4/19/2017			

**POLICIES TO THE BOD
PHARMACY**

POLICY & PROCEDURES TO THE BOARD		APRIL, 2017			
PHARMACY DEPT.					
TITLE	TO BOD	APPROVED	COMMENTS	P&P UPDATED	
1 Medication Security	4/19/2017				
2 Medication in the Absence of the Pharmacist	4/19/2017				
3 Non-Formulary Procurement of Medication	4/19/2017				
4 Medication Shortage and Outages	4/19/2017				
5 Nebulized Lidocaine	4/19/2017				

**POLICIES TO THE BOD
PROPERTY MGMT, SECURITY AND MAINTENANCE**

POLICY & PROCEDURES TO THE BOARD		APRIL, 2017		
PROPERTY MGMT, SECURITY AND MAINTENANCE				
TITLE	TO BOD	APPROVED	COMMENTS	P&P UPDATED
1	Hazardous Chemicals	4/19/2017		
2	Hazardous Materials & Waste Inventory	4/19/2017		
3	Eyewash-Shower Stations	4/19/2017		
4	Hazardous Spill & Exposure	4/19/2017		
5	EPA SPCC Spill Prevent Ctrl & Countermeasures	4/19/2017		
6	Mercury Spills	4/19/2017		
7	Managing Hazardous Gases & Vapors	4/19/2017		
8	Formaldehyde	4/19/2017		
9	Gluteraldehyde	4/19/2017		
10	Ethylene Oxide	4/19/2017		
11	Permits, Licenses, Manifests & MSDS	4/19/2017		
12	Labeling Hazardous Material & Waste	4/19/2017		

**POLICIES TO THE BOD
REHABILITATION**

POLICY & PROCEDURES TO THE BOARD REHABILITATION		APRIL, 2017			
TITLE	TO BOD	APPROVED	COMMENTS	P&P UPDATED	
1 Rehab Therapy -G-Code Tests and Charges	4/19/2017				
2 Rehab Therapy Patient Management - Outpatient	4/19/2017				

Draft: Andreas, Linda (DON ICU/Acute/Subacute Services)
 Area: Published

Ref #	TITLE	TO BOB	APPROVED	COMMENTS
1203	Abuse Policy for Swing Bed Patients			
3980	Acute/Sub Acute Services Standards of Care—Adult			
3806	Acute/Subacute Care Services Method of Practice: Patient Coordinated Care			
582	Admission of Pediatric Patient*			
183	Admission to the Acute Sub Acute Department*			
1081	Admission, Documentation, Assessment, Discharge, and Transfer of Swing-Bed Patients			
3939	Cardiac Monitoring*			
244	Documentation of Patient Care			
3808	Education of Swing Bed Resident and Family			
265	Emergency Paging System			
278	Falls Prevention Reminders			
3698	Gait Belt Policy			
4024	HUGS/PEDZ Policy*			
259	ICU Acuties			
299	ICU Consultation Criteria			
323	ICU Infection Control/Isolation Room Policy			
564	ICU Staffing			
335	Insulin Continuous Subcutaneous Infusion Self			
326	Intensive Care Service			
1147	Inter-disciplinary Swing Bed Care Plan			
328	IV Medications For The Control Of Pain/Anxiety			
322	LVN'S Providing Care For ICU Patients Guidelines			
648	Medical Records Requirements of Swing Bed			
4023	Newborn & Pediatric Security and Abduction			
354	Noting Physician Orders			
1083	Nutrition for Swing-Bed Patients			
3981	Opioid Administration*			
3922	Opioid Sedation Scale*			
451	Patient Valuables*			
180	Patient Acuity - Patient Care Flow Sheet*			
261	Patient Admission To ICU			
313	Patient Complications/Emergencies			
3921	Patient Controlled Analgesia (PCA)*			
243	Patient Discharge			
368	Patient Discharge Or Transfer Out Of ICU			
369	Patient Disposition In The ICU			
3774	Patient Mobility Assessment			
355	Patient Orientation To The ICU			
3898	Patient Restraints (Behavioral & Non-Behavioral)*			
443	Patient Transfer from ICU or ER to Med-Surg Unit			
584	Pediatric Admission Assessment			

615	Pediatric Emergency Code System (Broselow-			
579	Pediatric Standards of Care and Routines*			
266	Physician Guidelines For Utilizing The ICU			
390	Post Operative Patient Care In The ICU			
387	Qualifications For ICU RN			
3807	Recognizing and Reporting Swing Bed Resident			
1084	Rights of Swing Bed Patients			
277	Risk Fall Assessment-ICU			
1194	Risk-Fall assessment-Med Surg			
329	Saline Lock For Blood Draw			
3822	Scope of Service Acute/Subacute*			
4002	Scope of Service Hospice*			
3805	Scope of Service Swing Bed			
1089	Services for Swing-Bed Patients			
3681	Skin Assessment Using the Braden Scale			
3630	Standards of Care - SWING Bed Resident			
1230	Standards of Patient Care in ICU			
1142	Swing Bed Patient Restraints*			
1140	Swing Bed Patients Inter-disciplinary Care			
397	Syringe Pump			
539	Thrombolytic Therapy Consent			
431	Total Parenteral Nutrition Protocol			
561	Transducer System Procedure-vascular lines			
436	Transfer & Transportation for Patients			
385	Use Of The Peripheral Nerve Stimulator			
3940	Weights for Infant and Pediatric Patients*			
307	Withholding Resuscitative Measures In The ICU			