

**MAYERS MEMORIAL HOSPITAL DISTRICT  
QUALITY COMMITTEE MEETING  
MINUTES – MARCH 8, 2017**

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| <b>Final<br/>Attachment A</b> |
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QC Attendance

Beatriz Vasquez, PhD, Board  
Chair  
Laura Dolman-Beyer, BOD  
Committee  
Sherry Wilson  
Jack Hathaway  
Dr. Tom Watsom

Other Staff Present

Valerie Lakey  
Dave Burks  
Sammi McClung  
Steve Sweet  
Adam Dendauw  
Ryan Harris

Absent

*(These minutes are not intended to be a verbatim transcription of the proceedings and discussions associated with the business of the board's agenda; rather, what follows is a summary of the order of business and general nature of testimony, deliberations and action taken.)*

| SUBJECT                             | DISCUSSION   |                 |
|-------------------------------------|--|-----------------|
| CALL TO ORDER                       | The meeting was called to order at 12:02 pm by Vasquez in Fall River Mills   |                 |
| Public Request to Speak             | None   |                 |
| Opening Remarks by Chairman Vasquez |  |                 |
| Minutes                             | Minutes from the February 8, 2017 quality committee meeting were approved. <b>M/S/C (Beyer, Wilson)</b> . <i>All Approved</i> (Correction to Dr. Babb name)  | <b>Approved</b> |
| Department Reports                  | <p><b>Pharmacy, Keith Earnest: Move to April</b></p> <p><b>Dietary, Sammi McClung:</b> Dietary role in Acute care patients. Assessments, allergies, dislikes everything is charted to EMR. High risk patients are directed to Lani Martin. Another assessment at day 3. Staff visits patients daily. Patients are given choices. Staff encourages patients to eat. Have been working on new Point Click Care for SNF. This will allow the department to go paperless. It will identify things that need to be flagged for patient diets and identify mistakes. Staff is working with Jack Hathaway on Dietary Quality measures. There has been good response on quality of the food.</p> <p><b>Maintenance, Dave Burks: (See written report)</b> Kudos to Steve Scott. Ryan Harris showed a project list. Beyer recommended the use of Microsoft Projects.</p> <p><b>Personnel, Libby Mee: (Written Report)</b> No registry in PT. We currently have four PT's. We now have a California Licensed CLS. Staffing is in a great position currently.</p> <p><b>Purchasing, Steve Sweet: (Power Point)</b> Buying is based on contracts. Looking at providing best products for quality.</p> | <b>Reports</b>  |

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| Quarterly Reports   | <b>Compliance, Jack Hathaway: (Power Point)</b> Eight areas of compliance. Hathaway is responsible for compliance. He noted that there is work to be done on successful self-assessment. We have a Compliance Plan. There is a potential that more policies would be needed for compliance. Our policy is where the bar is set. We can meet or exceed the law. “Follow the Law” with a process.  | <b>Reports</b> |
|---------------------|--|----------------|
| Standing Reports    | <p><b>SNF – Sherry Wilson:</b> No reportable incidents. Distributed a list of where things are on Point Click Care. First go-live is April 1<sup>st</sup> with Financial and MDS (Medical Data Set) Information that is sent to the state on the resident. CNA training will start next week. June 1<sup>st</sup> will be actual live. Theresa Overton brought up the fact that the system being used for Acute is not being used on the weekend’s because staff is not trained and paper is being used. Need to make sure training is completed.</p> <p><b>Administrative – Louis Ward:</b> Prezi presentation</p> <p><b>Quality – Jack Hathaway: (See above)</b> Working with managers to develop internal department quality measures.</p> <p><b>Infection Control – Shelley Lee: (On Vacation)</b></p> <p><b>PRIME – Adam Dendauw/Jack Hathaway:</b> 25% completed – we have seen 8 people twice so far this year. Binders are at appropriate locations to find patients. We will potentially receive \$900,000 this year. Rural floor may have been moved from \$750,000 to \$900,000</p> |                |
| <b>New Business</b> | <p>Policies for Approval: (Approved All)</p> <ul style="list-style-type: none"> <li>• Antimicrobial Stewardship Program</li> <li>• Controlled Substance Storage</li> <li>• Discharge Planning Record - MMH228</li> <li>• MEC-Governing Board Endorsement for Physician Appointment and Privileges</li> <li>• Patient Assessment Record MMH157</li> <li>• Reporting Concerns and/or Filing a Grievance Brochure</li> <li>• Utilization Review and Discharge Planning</li> </ul>   |                |

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| <b>Announcements,<br/>Other, Future<br/>Agenda Items</b> | <ul style="list-style-type: none"> <li>• Vasquez spoke about the Rural Healthcare Symposium. She will send a presentation to attach to the minutes.</li> <li>• Working on templates for reports for meetings.</li> <li>• Hathaway spoke about making sure employees are comfortable in situations that need to be handled. Encourage employees to be more proactive.</li> <li>• Use tablets for employee input</li> </ul> | <b>Discussion</b> |
| <b>Closed Session</b>                                    | <b>No Closed Session</b>  |                   |
| Announcements;   | Next meeting: Wednesday, April 12, 2017 in Fall River Mills   |                   |
| Adjournment  | Meeting adjourned 1:50 pm   |                   |

Minutes By: Valerie Lakey