
Regular Session Agenda
Wednesday, July 24, 2019

<u>Call to Order:</u>	2:30
<u>Approve Agenda:</u>	2:30
<u>Education Topic:</u>	2:31
<ul style="list-style-type: none"> Looking Ahead: Big Issues for Hospitals and Health Care Cassie Sauer, President and Chief Executive Officer, Washington State Hospital Association	
<u>Break:</u>	3:15
<u>Team/Employee/ Provider of the Quarter</u>	3:30
<u>Patient Story:</u> Tina Toner, CNO	3:40
<u>Minutes:</u> Action Requested	3:50
<ul style="list-style-type: none"> June 19 Special Session (pg. 2-4) 	
<u>Required Approvals:</u> Action Requested	3:51
<ul style="list-style-type: none"> June Warrants and Adjustment (pg. 5-10) Resolution 2019-12 Surplus Equipment (pg. 11) Resolution 2019-13 Cancel Warrants (pg. 12) Medical Staff Credentials/ Appointments/ Reappointments (pg. 13-14) Medical Staff Policy (pg. 15-18) 	
<u>Public Comment:</u>	3:55
<i>(In lieu of in-person comment, members of the public may provide comment on any agenda item or any other matter related to the District via a letter addressed to the Commissioners at 834 Sheridan Street, Port Townsend, Washington 98368, or via email to commissioners@jeffersonhealthcare.org.)</i>	
<u>Resolution 2019-14 Interlocal Agreement for Equipment Use Agreement between Jefferson Healthcare and East Jefferson Fire Rescue:</u> Action Requested	4:05
<u>Resolution 2019-15 Interlocal Agreement for Provision of Automated External Defibrillators (AEDs) in Chimacum Schools:</u> Action Requested	4:15
<u>Financial Report:</u> Hilary Whittington, CAO/CFO	4:25
<u>Quality Report:</u> Brandie Manuel, Chief Pt Safety and Quality Officer	4:35
<u>Administrative Report:</u> Mike Glenn, CEO	4:45
<u>Chief Medical Officer Report:</u> Dr. Joseph Mattern, MD, CMO	4:55
<u>Board Business:</u>	5:05
<u>Meeting Evaluation:</u>	5:15
<u>Conclude:</u>	5:20
This Regular Session will be officially audio recorded. Times shown in agenda are estimates only.	

**Jefferson County Public Hospital District No.2
Board of Commissioners, Special Session Minutes
Wednesday, June 19, 2019
Victor J. Dirksen Conference Room**

Call to Order:

The meeting was called to order at 2:30pm by Board Chair Buhler Rienstra. Present were Commissioners Dressler, Kolff, McComas, and Ready. Also, in attendance were Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/ Chief Financial Officer, Jon French, Chief Legal Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Jenn Wharton, Chief Ambulatory and Medical Group Officer, Caitlin Harrison, Chief Human Resources Officer, and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

Education:

Tom Dingus, Dingus, Zarecor & Associates, PLLC presented the Independent Auditors Report.

Discussion ensued.

Break:

Commissioners recessed for break at 3:20 pm.

Commissioners reconvened from break at 3:30pm.

Approve Agenda:

Commissioner Dressler made a motion to approve the agenda with the removal of the CMO report due to Dr. Matterns e. Commissioner McComas seconded.

Action: Motion passed unanimously.

Patient Story:

Tina Toner, CNO, gave the patient story regarding a patient with a finger infection. The patient presented to the Express Clinic and antibiotics were prescribed. Unfortunately, the antibiotics did not work, and the patient was later sent to the operating room. The patient felt the outcome would have been worse if the team hadn't worked so closely and collaboratively together. The patient felt the team was professional and very helpful, and the patient is very grateful.

Minutes:

- May 22 Regular Session

Commissioner Ready made a motion to approve the May 22 Regular Session Minutes. Commissioner Dressler seconded.

Action: Motion passed unanimously.

Required Approvals: Action Requested

- May Warrants and Adjustments
- Resolution 2019-10 Cancel Warrants
- Resolution 2019-11 Surplus Equipment
- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Policy

Commissioner Dressler made a motion to approve May Warrants and Adjustments, Resolution 2019-10 Cancel Warrants, Resolution 2019-11 Surplus Equipment, Medical Staff Credentials/ Appointments/ Reappointment, Medical Staff Policy. Commissioner McComas seconded.

Action: Motion passed unanimously.

Public Comment:

Public comment was made.

Financial Report:

Hilary Whittington, CFO/CAO presented the May Financial Report.

Discussion ensued.

Quality Report:

Brandie Manuel, Chief Patient Safety and Quality Officer, presented the Quality report.

Discussion ensued.

Administrative Report

Mike Glenn, CEO, presented the Administrative report.

Discussion ensued.

Chief Medical Officer Report:

Dr. Joseph Mattern, CMO was excused.

Board Business:

Commissioners discussed Measles outbreak.

Meeting Evaluation:

Commissioners evaluated the meeting.

Commissioners discussed moving the approval of the agenda to beginning of the agenda.

Conclude:

Commissioner Dressler made a motion to conclude the meeting. Commissioner Ready seconded.

Action: Motion passed unanimously.

Meeting concluded at 4:38 pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____

DRAFT

Gross Revenue
Inpatient Revenue
Outpatient Revenue

Total Gross Revenue

Revenue Adjustments

Cost Adjustment Medicaid
Cost Adjustment Medicare
Charity Care
Contractual Allowances Other
Administrative Adjustments
Allowance for Uncollectible Accounts

Total Revenue Adjustments

Net Patient Service Revenue

Other Revenue

340B Revenue
Other Operating Revenue

Total Operating Revenues

Operating Expenses

Salaries And Wages
Employee Benefits
Professional Fees
Purchased Services
Supplies
Insurance
Leases And Rentals
Depreciation And Amortization
Repairs And Maintenance
Utilities
Licenses And Taxes
Other

Total Operating Expenses
Operating Income (Loss)

Non Operating Revenues (Expenses)

Taxation For Maint Operations
Taxation For Debt Service
Investment Income
Interest Expense
Bond Issuance Costs
Gain or (Loss) on Disposed Asset
Contributions

Total Non Operating Revenues (Expenses)

Change in Net Position (Loss)

	June 2019 Actual	June 2019 Budget	Variance Favorable/ (Unfavorable)	%	June 2019 YTD	June 2019 Budget YTD	Variance Favorable/ (Unfavorable)	%	June 2018 YTD
Gross Revenue									
Inpatient Revenue	3,527,617	4,040,208	(512,591)	-13%	23,094,534	24,375,935	(1,281,400)	-5%	22,635,804
Outpatient Revenue	17,667,846	16,443,702	1,224,144	7%	104,391,719	99,210,389	5,181,330	5%	91,105,712
Total Gross Revenue	21,195,462	20,483,910	711,553	3%	127,486,253	123,586,323	3,899,930	3%	113,741,516
Revenue Adjustments									
Cost Adjustment Medicaid	1,734,329	1,984,552	250,223	13%	11,589,167	11,973,470	384,303	3%	10,988,850
Cost Adjustment Medicare	7,654,936	7,007,484	(647,453)	-9%	44,568,414	42,278,508	(2,289,906)	-5%	40,286,683
Charity Care	185,935	234,284	48,349	21%	1,232,823	1,413,515	180,692	13%	1,300,908
Contractual Allowances Other	1,679,815	1,527,084	(152,731)	-10%	9,951,773	9,213,415	(738,358)	-8%	8,498,246
Administrative Adjustments	111,387	91,119	(20,268)	-22%	572,212	549,750	(22,461)	-4%	506,048
Allowance for Uncollectible Accounts	490,980	266,098	(224,882)	-85%	2,443,509	1,605,460	(838,049)	-52%	1,933,948
Total Revenue Adjustments	11,857,383	11,110,621	(746,762)	-7%	70,357,898	67,034,117	(3,323,780)	-5%	63,514,682
Net Patient Service Revenue	9,338,079	9,373,289	(35,209)	0%	57,128,356	56,552,206	576,150	1%	50,226,833
Other Revenue									
340B Revenue	340,767	315,452	25,315	8%	1,804,296	1,903,227	(98,931)	-5%	1,730,287
Other Operating Revenue	234,839	438,548	(203,709)	-46%	2,267,365	2,645,907	(378,542)	-14%	916,455
Total Operating Revenues	9,913,685	10,127,288	(213,603)	-2%	61,200,017	61,101,340	98,677	0%	52,873,576
Operating Expenses									
Salaries And Wages	4,614,113	4,869,983	255,870	5%	28,540,646	29,382,247	841,601	3%	26,610,959
Employee Benefits	1,110,434	1,218,340	107,906	9%	7,328,738	7,350,656	21,918	0%	6,598,993
Professional Fees	523,979	341,860	(182,119)	-53%	2,690,772	2,062,556	(628,215)	-30%	2,384,447
Purchased Services	535,013	658,925	123,911	19%	3,223,027	3,975,514	752,487	19%	3,192,989
Supplies	1,932,800	1,757,410	(175,390)	-10%	10,757,120	10,603,044	(154,075)	-1%	8,884,782
Insurance	45,349	52,671	7,322	14%	313,250	317,781	4,531	1%	346,289
Leases And Rentals	50,121	153,918	103,796	67%	768,548	928,636	160,088	17%	744,960
Depreciation And Amortization	396,473	404,317	7,844	2%	2,330,157	2,439,378	109,221	4%	2,402,801
Repairs And Maintenance	49,055	94,556	45,501	48%	354,085	570,487	216,402	38%	326,530
Utilities	94,256	103,649	9,393	9%	588,167	625,347	37,181	6%	564,749
Licenses And Taxes	74,134	53,823	(20,310)	-38%	340,969	324,733	(16,236)	-5%	307,236
Other	169,873	200,189	30,316	15%	1,035,809	1,207,808	171,999	14%	856,333
Total Operating Expenses	9,595,599	9,909,639	314,040	3%	58,271,288	59,788,188	1,516,900	3%	53,221,068
Operating Income (Loss)	318,086	217,649	100,437	46%	2,928,729	1,313,151	1,615,578	123%	(347,492)
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	1,290	20,836	(19,546)	-94%	139,628	125,708	13,920	11%	150,554
Taxation For Debt Service	1,227	18,748	(17,520)	-93%	130,604	113,113	17,492	15%	110,888
Investment Income	44,509	27,271	17,238	63%	307,750	164,536	143,214	87%	162,997
Interest Expense	(82,442)	(81,960)	(482)	-1%	(485,762)	(494,492)	8,731	2%	(522,917)
Bond Issuance Costs	-	-	-	0%	-	0	-	0%	0
Gain or (Loss) on Disposed Asset	-	-	-	0%	-	0	-	0%	0
Contributions	5,306	21,288	(15,982)	-75%	38,187	128,436	(90,249)	-70%	52,339
Total Non Operating Revenues (Expenses)	(30,110)	6,182	(36,292)	-587%	130,408	37,301	93,107	250%	(46,139)
Change in Net Position (Loss)	287,976	223,832	64,145	29%	3,059,137	1,350,452	1,708,685	127%	(393,632)

**Jefferson
Healthcare**

STATISTIC DESCRIPTION

STATISTIC DESCRIPTION	JUNE 2019						JUNE 2018			
	MO	MO	%	YTD	YTD	%	MO	%	YTD	%
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	ACTUAL	VARIANCE
FTEs - TOTAL (AVG)	572.39	615.68	7%	567.16	615.68	8%	539.88	-6%	543.20	-4%
FTEs - PRODUCTIVE (AVG)	510.97	553.64	8%	507.58	553.64	8%	473.27	-8%	490.89	-3%
ADJUSTED PATIENT DAYS	1,995	2,198	-9%	13,467	13,261	2%	1,828	9%	12,228	10%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	67	83	-19%	483	503	-4%	71	-6%	492	-2%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	281	338	-17%	1,995	2,041	-2%	282	0%	1,998	0%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	13	8	63%	103	48	115%	-	0%	47	54%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	361	429	-16%	2,581	2,592	0%	353	2%	2,537	2%
BIRTHS	9	10	-10%	54	62	-13%	5	80%	53	2%
SURGERY CASES (IN OR)	92	105	-12%	632	636	-1%	98	-6%	594	6%
SURGERY MINUTES (IN OR)	13,170	14,158	-7%	83,940	85,421	-2%	12,925	2%	78,678	6%
SPECIAL PROCEDURE CASES	73	75	-3%	417	452	-8%	76	-4%	414	1%
LAB BILLABLE TESTS	18,531	18,343	1%	112,131	110,667	1%	16,518	12%	108,334	3%
BLOOD BANK UNITS MATCHED	37	58	-36%	263	350	-25%	83	-55%	349	-33%
MRIs COMPLETED	184	163	13%	1,082	985	10%	167	10%	946	13%
CT SCANS COMPLETED	466	403	16%	2,853	2,434	17%	364	28%	2,383	16%
RADIOLOGY DIAGNOSTIC TESTS	1,391	1,452	-4%	8,843	8,759	1%	1,462	-5%	8,411	5%
ECHOs COMPLETED	143	133	8%	772	805	-4%	108	32%	649	16%
ULTRASOUNDS COMPLETED	298	317	-6%	1,873	1,910	-2%	289	3%	1,834	2%
MAMMOGRAPHYS COMPLETED	224	241	-7%	1,355	1,456	-7%	231	-3%	1,398	-3%
NUCLEAR MEDICINE TESTS	29	56	-48%	221	341	-35%	32	-9%	171	23%
TOTAL DIAGNOSTIC IMAGING TESTS	2,735	2,765	-1%	16,999	16,690	2%	2,653	3%	15,792	7%
PHARMACY MEDS DISPENSED	21,850	24,177	-10%	134,037	145,867	-8%	20,248	-19%	136,646	-6%
ANTI COAG VISITS	364	531	-31%	2,296	3,203	-28%	436	-17%	2,587	-13%
RESPIRATORY THERAPY PROCEDURES	3,696	3,355	10%	22,649	20,241	12%	2,828	31%	19,624	13%
PULMONARY REHAB RVUs	167	263	-37%	1,175	1,588	-26%	265	-37%	1,602	-36%
PHYSICAL THERAPY RVUs	7,042	7,315	-4%	43,482	44,135	-1%	6,844	3%	41,498	5%
OCCUPATIONAL THERAPY RVUs	1,006	1,278	-21%	6,268	7,712	-19%	1,176	-14%	7,621	-22%
SPEECH THERAPY RVUs	204	213	-4%	1,224	1,286	-5%	222	-8%	1,266	-3%
REHAB/PT/OT/ST RVUs	8,419	9,069	-7%	52,149	54,721	-5%	8,507	-1%	51,987	0%
ER CENSUS	1,120	1,054	6%	6,304	6,361	-1%	1,029	9%	6,228	1%
EXPRESS CLINIC	835	649	29%	4,653	3,918	19%	579	44%	579	88%
SOCO PATIENT VISITS	149	189	-21%	813	1,141	-29%	123	21%	953	-17%
PORT LUDLOW PATIENT VISITS	577	699	-17%	4,097	4,215	-3%	515	12%	3,334	19%
SHERIDAN PATIENT VISITS	2,395	2,721	-12%	15,955	16,414	-3%	2,614	-8%	16,075	-1%
WATERSHIP CLINIC PATIENT VISITS	1,150	1,068	8%	6,438	6,447	0%	1,020	13%	6,259	3%
TOWNSEND PATIENT VISITS	611	610	0%	3,447	3,680	-6%	555	10%	3,948	-15%
TOTAL RURAL HEALTH CLINIC VISITS	5,717	5,936	-4%	35,403	35,815	-1%	5,406	6%	31,148	12%
CARDIOLOGY CLINIC VISITS	231	275	-16%	1,613	1,661	-3%	217	6%	1,459	10%
DERMATOLOGY CLINIC VISITS	542	542	0%	2,988	3,272	-9%	327	66%	2,010	33%
GEN SURG PATIENT VISITS	319	312	2%	2,014	1,883	7%	321	-1%	1,900	6%
INFUSION CENTER VISITS	755	633	19%	4,207	3,818	10%	638	18%	3,356	20%
ONCOLOGY VISITS	412	493	-16%	2,429	2,975	-18%	303	36%	2,019	17%
ORTHO PATIENT VISITS	558	618	-10%	3,559	3,729	-5%	512	9%	3,357	6%
SLEEP CLINIC VISITS	111	191	-42%	718	1,152	-38%	196	-43%	1,117	-56%
SURGERY CENTER ENDOSCOPIES	73	68	7%	433	409	6%	62	18%	429	1%
WOMENS CLINIC VISITS	104	226	-54%	1,173	1,361	-14%	205	-49%	1,332	-14%
WOUND CLINIC VISITS	249	283	-12%	1,629	1,708	-5%	335	-26%	1,724	-6%
TOTAL SPECIALTY CLINIC VISITS	3,354	3,641	-8%	20,763	21,968	-5%	3,116	8%	18,703	10%
SLEEP CENTER SLEEP STUDIES	64	72	-11%	354	436	-19%	77	-17%	424	-20%
HOME HEALTH EPISODES	69	67	3%	453	406	12%	68	1%	397	12%
HOSPICE CENSUS/DAYS	1,018	1,116	-9%	5,347	6,734	-21%	1,103	-8%	6,346	-19%
CARDIAC REHAB SESSIONS	-	118	-100%	-	712	-100%	-	0%	552	0%
DIETARY TOTAL REVENUE	78,654	92,731	-15%	458,285	559,480	-18%	71,211	10%	453,869	1%
MAT MGMT TOTAL ORDERS PROCESSED	1,834	2,014	-9%	12,414	12,149	2%	2,376	-23%	14,995	-21%
EXERCISE FOR HEALTH PARTICIPANTS	462	838	-45%	4,552	5,058	-10%	867	-47%	4,951	-9%

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: JUNE 2019 WARRANT SUMMARY**

The following items need to be approved at the next commission meeting:

General Fund Warrants & ACH Transfers	\$9,051,674.19	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	\$788,302.07	(Attached)
Canceled Warrants	\$100.00	(Attached)

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: JUNE 2019 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS**

Submitted for your approval are the following warrants:

GENERAL FUND:

255603	256268	\$3,589,073.15
	ACH TRANSFERS	<u>\$5,462,601.04</u>
		<u>\$9,051,674.19</u>
	YEAR-TO-DATE:	<u><u>\$60,744,968.11</u></u>

Warrants are available for review if requested.

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: JUNE 2019 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	JUNE	JUNE YTD	JUNE YTD BUDGET
Allowance for Uncollectible Accounts:	490,980.41	2,443,508.50	1,605,459.88
Charity Care:	185,935.11	1,232,823.01	1,413,514.77
Other Administrative Adjustments:	111,386.55	572,211.57	549,750.14
TOTAL FOR MONTH:	\$788,302.07	\$4,248,543.08	\$3,568,724.79

**JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368**

**TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: JUNE 2019 WARRANT CANCELLATIONS**

State law requires you to pass a resolution canceling any warrants which are not presented to the Treasurer for payment within one year of issue.

DATE	WARRANT	AMOUNT
6/28/2018	247206	\$ 100.00

TOTAL: \$ 100.00

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2019-12

A RESOLUTION TO DECLARE CERTAIN EQUIPMENT SURPLUS TO THE NEEDS OF JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND TO AUTHORIZE THE DISPOSAL OF SAID EQUIPMENT

WHEREAS the item(s) of equipment enumerated below are obsolete and otherwise surplus to the District, and;

WHEREAS said equipment now represents an unnecessary cost to the District to retain and store it,

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The following equipment be declared surplus to the needs of Jefferson County Public Hospital District No. 2 and will be disposed of in compliance with state law:

Description	Asset #	Serial #	Model #
Batca Universal Gym	834-PR-2	N/A	N/A

APPROVED this 24th day of July, 2019.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commission Secretary Marie Dressler: _____

Attest:

Commissioner Bruce McComas: _____

Commissioner Kees Kolff: _____

Commissioner Matt Ready: _____

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2019-13

A RESOLUTION CANCELING CERTAIN WARRANTS IN
THE AMOUNT OF \$100.00

WHEREAS warrants of any municipal corporation not presented within one year of their issue, or, that have been voided or replaced, shall be canceled by the passage of a resolution of the governing body;

NOW, THEREFORE BE IT RESOLVED THAT:

In order to comply with RCW 36.22.100, warrants indicated below in the total amount of \$100.00 be canceled.

Date of Issue	Warrant #	Amount
06/28/2018	247206	100.00
Total		100.00

APPROVED this 24th day of July, 2019.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: _____

Commission Secretary Marie Dressler: _____

Attest:

Commissioner Matt Ready: _____

Commissioner Kees Kolff: _____

Commissioner Bruce McComas: _____

FROM: Barbara York – Medical Staff Services
RE: 06/25/2019 and 07/23/2019 Medical Executive Committee appointments/reappointments and annual policy review recommendations for Board approval 07/24/2019

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether or not to appoint new medical staff members or to continue current members of the medical staff.

Recommended provisional appointment to the active/courtesy/allied health/locum tenens staff:

1. Allen, Mary, ARNP – Wound Care (was granted temporary privileges 6/19/2019)
2. Churchley, Stephen, MD – Emergency Medicine (was granted temporary privileges 6/19/2019)
3. Andrade, Christine, MD – Tele-Radiology
4. Hoffner, Haley, MD – IM/Hospitalist
5. Domzalski, Jerome, MD – Tele-Radiology
6. MacKenzie, John, MD – Tele-Radiology
7. Meyerson, Joseph, MD – Plastic/Hand Surgery

Tele-Neurologists credentialed via Providence Health System:

1. Akopov, Sergey, MD
2. Atkinson, Benjamin, MD
3. Atwal, Sarabjit, MD
4. Banushali, Minal, MD
5. Bhatt, Archit, MD
6. Czartoski, Todd, MD
7. Fanale, Christopher, MD
8. Farooq, Muhammad, MD
9. Judd, Lilith, MD
10. Kansara, Amit, MD
11. Lada, Robert, MD
12. Lowenkopf, Theodore, MD
13. Mao, Yi, MD
14. Marvi, Michael, MD
15. McClenathan, Bethany, MD
16. Menon, Ravi, MD
17. Okon, Nicholas, DO
18. Oveian, Margarita, MD

19. Rontal, Andrew, MD
20. Sachar, Pawani, MD
21. Sampson, Tomoko, MD
22. Sapkota, Biggya, MD
23. Singh, Tarvinder, MD
24. Thomson, Ruth, DO
25. Wagner, Jeffrey, MD
26. White, Corey, DO
27. Wynn, Michael, DO
28. Zurasky, John, MD

Recommended re-appointment to the active medical staff with privileges as requested:

1. Gayne, Judith, MD – IM/Hospitalist
2. Ellbogen, Martin MD – IM/Hospitalist
3. Bickling, Rachel, MD – FM with OB

Recommended re-appointment to the courtesy medical staff with privileges as requested:

1. Arslan, Melike, MD – Tele-Cardiology
2. Bowman, Kevin, MD – Emergency Medicine
3. Fortna, Ryan, MD – Clinical/Anatomical Pathology
4. Patel, Jigish, MD – Tele-Radiology
5. Susanto, Daniel, MD – Diagnostic Radiology
6. Witt, Jennifer, MD – Tele-Neurology
7. Harrison, Andrew, DO – Tele-Radiology

Recommended re-appointment to the allied health staff with privileges as requested:

1. Hoyecki, Patricia ARNP – Wound Care

Medical Student Rotation: n/a

90 day provisional performance review completed successfully:

1. Lhamon, Helene, MD – Emergency Medicine
2. Jafari, Mitra, MD – General Surgery
3. Lemke, Shayna, DO – Hospitalist
4. Peterman, Kelsea, DO – General Surgery

Reproductive Healthcare

POLICY:

As a municipal corporation of the State of Washington, it is the policy of Jefferson Healthcare to abide by Chapter 9.02 and RCW 18.71.240 as applicable within the lawful limitations of the resources and services offered at the organization

PURPOSE:

To outline the process to meet the reproductive health care requirements of Washington State Department of Health.

SCOPE:

This policy applies to all areas where reproductive health care is offered and provided at Jefferson Healthcare

DEFINITIONS:

RCW 9.02.100, Reproductive privacy—Public Policy: the sovereign people hereby declare that every individual possesses a fundamental right of privacy with respect to personal reproductive decisions.

Accordingly, it is the public policy of the state of Washington that:

1. Every individual has the fundamental right to choose or refuse birth control;
2. Every woman had the fundamental right to choose or refuse to have an abortion, except as specifically limited by RCW 9.02.100 through 9.02.170 and 9.02.900 through 9.02.902;
3. Except as specifically permitted by RCW 9.02.100 through 9.02.170 and 9.02.900 through 9.02.902, the state shall not deny or interfere with a woman's fundamental right to choose or refuse to have an abortion; and
4. The state shall not discriminate against the exercise of these rights in the regulation or provision of benefits, facilities, services or information.

RCW 9.02.150, Refusing to perform:

No person or private medical facility may be required by law or contract in any circumstances to participate in the performance of an abortion if such person or private medical facility objects to so doing. No person may be discriminated against in employment or professional privileges because of the person's participation or refusal to participate in the termination of a pregnancy.

RCW 9.02.160, State-provided benefits:

If the state provides, directly or by contract, maternity care benefits, services, or information to women through any program administered or funded in whole or in part by the state, the state shall also provide women otherwise eligible for any such program with substantially equivalent benefits, services, or information to permit them to voluntarily terminate their pregnancies.

RESPONSIBILITY:

Healthcare providers at Jefferson Healthcare are responsible to be aware of the laws regarding reproductive healthcare.

Leadership at Jefferson Healthcare is responsible to be aware of laws regarding reproductive healthcare and to facilitate meeting requirements that are within the scope and resources of the organization.

PROCEDURE:

Reproductive healthcare services offered at Jefferson Healthcare include women's health exams, low risk prenatal care and childbirth care including childbirth and lactation education, birth control including insertion of IUD's and implants, low risk abortions and abortion care, referrals for high risk pregnancies including high risk abortion needs, referrals for fertility management, diagnosis and treatment or referral for reproductive cancer.

No person will be discriminated against and no health care within the scope of Jefferson Healthcare services will be refused based upon the choice to terminate a pregnancy.

RECORDS REQUIRED:

Documentation of all aspects of care will be recorded in the EMR including counseling, procedure notes and any referrals generated regarding reproductive healthcare including voluntary termination of pregnancy.

REFERENCES:

Chapter 9.02 RCW and RCW 18.71.240

Bulletin: WSHA: Submission of Policies to the Washington State Department of Health. Date 1/29/2014

JEFFERSON HEALTHCARE
Physician Assistant - Certified
PRIVILEGE LIST

Inpatient and Outpatient Evaluation and Management Core Privileges: In collaboration and under the supervision of the designated physician (s)

- Obtain and document a health history
- Perform and document complete, system-focused, or symptom-specific physical examination
- Assess the need for and perform additional screening and diagnostic testing, based on initial assessment findings
- Prioritize data collection
- Perform daily rounds/clinic visits on assigned patient population
- Document daily progress notes, plan of care, evaluation and discharge summary
- Manage diagnostic tests through ordering and interpretation
- Formulate differential diagnoses
- Prescribe appropriate pharmacologic and non-pharmacologic treatment modalities
- Utilize evidence-based, approved practice protocols in planning and implementing care
- Initiate appropriate referrals and consultations
- Provide specialty specific consultation services upon request and within specialty scope of practice
- Facilitate the patient's transition between and within health care settings
- Prescriptive authority: to administer and dispense legend drugs to include Schedule II-V controlled substances with DEA certification (WAC246-918-030)
- Initiate and facilitate the referral of patients to the appropriate health facilities, agencies and resources of the community

Requesting Physician Assistant:

Name

Date

The Washington Medical Quality Assurance Commission has used the following number system and definitions to define levels of supervision:

- 1 = Performs under the general supervision of the responsible physician but does not require any immediate contact under normal circumstances.
- 2 = Performs with the knowledge and concurrence of the physician. The physician must be available for consultation, but need not be present in the room when the services are being performed.
- 3 = Performs the task with the physician present.

Please place a checkmark by privileges you are requesting:

Medical and Surgical Privileges	Level of Supervision	Requested	Granted
1. Joint injections and taps	2		
2. Simple excision and biopsy of lesions	1		
3. Lesion removal with complex repair	2		
4. Abscess I and D (simple)	1		
5. Wound debridement	1		
6. Injections, including intravenous medications	1		
7. Skin surgery with complex repair	2		
8. Drains, insertion and removal	2		
9. Management of parenteral fluids	2		
10. PAP smears	1		
11. Vaginal speculum exam	1		
12. Placement of IUD	1		
13. Endometrial biopsy	1		
14. Subcutaneous contraceptive placement	2		
15. EKG Interpretation	1		
16. Digital blocks, local anesthesia	1		
Orthopedic Procedures			
1. Cast application and removal	1		
2. Place and remove pins, wires, or screws	2		
3. Wound vac placement	2		
4. Surgical assisting	3		
Major Surgery			
1. Pre and post operative care	1		
2. Suturing, including major lacerations	1		
3. Wound debridement	1		
4. Surgical assisting	3		

- **Maintenance of current BLS or ACLS certificate**

Applicant Signature _____ **Date** _____

The undersigned has reviewed this privilege list and attests to instruct, observe and supervise the applicant in the performance of core privileges:

_____ **Date** _____
Sponsoring Physician