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Regular Session Agenda  
Wednesday, November 27, 2019

<b><u>Call to Order:</u></b>	2:30
<b><u>Approve Agenda:</u></b>	2:30
<b><u>Education Topic:</u></b>	2:31
<ul style="list-style-type: none"> <li>• Methodology of Patient and Employee Satisfaction <ul style="list-style-type: none"> <li>○ Caitlin Harrison, Chief Human Resources Officer</li> </ul> </li> </ul>	
<b><u>Break:</u></b>	3:15
<b><u>Team, Employee and Provider of the Quarter:</u></b>	3:30
<b><u>Patient Story:</u></b> Tina Toner, CNO	3:40
<b><u>Minutes:</u></b> Action Requested	3:50
<ul style="list-style-type: none"> <li>• October 14, 2019 Special Session</li> <li>• October 22, 2019 Special Session</li> <li>• October 23, 2019 Regular Session</li> </ul>	
<b><u>Required Approvals:</u></b> Action Requested	3:52
<ul style="list-style-type: none"> <li>• October Warrants and Adjustment</li> <li>• Resolution 2019-20 Surplus Equipment</li> <li>• Medical Staff Credentials/ Appointments/ Reappointments</li> <li>• Medical Staff Policy</li> </ul>	
<b><u>Public Comment:</u></b>	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 <a href="mailto:commissioners@jeffersonhealthcare.org">commissioners@jeffersonhealthcare.org</a>.)</i>	
<b><u>Financial Report:</u></b> Hilary Whittington, CAO/CFO	4:05
<b><u>Patient Advocate Report:</u></b> Jackie Levin, RN	4:15
<b><u>Quality Report:</u></b> Brandie Manuel, Chief Pt Safety and Quality Officer	4:25
<b><u>Administrative Report:</u></b> Mike Glenn, CEO	4:35
<b><u>Chief Medical Officer Report:</u></b> Dr. Joseph Mattern, MD, CMO	4:45
<b><u>Board Business:</u></b>	4:55
<b><u>Meeting Evaluation:</u></b>	5:05
<b><u>Executive Session:</u></b>	5:10
<ul style="list-style-type: none"> <li>• Real Estate Sale, Purchase, or Lease</li> <li>• Performance of a public employee</li> </ul>	
<b><u>Conclude:</u></b>	5:30
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  
Monday, October 14, 2019  
Victor J. Dirksen Conference Room**

**Call to Order:**

The meeting was called to order at 8:30am by Board Chair Buhler Rienstra. Present were Commissioners Dressler, McComas, Ready, and Kolff. Also, in attendance were Mike Glenn, CEO, Karma Bass, facilitator, Via Healthcare, Romy Avena, facilitator, Via Healthcare and Alyssa Rodrigues, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

**Welcome and Public Comments:**

Karma Bass, facilitator, welcomed everyone to the meeting and provided introductions.

**Confirm Objectives, Agenda and Agree on Group Guidelines:**

Ms. Bass explained the objectives and agenda.

The group discussed what they would like to achieve from the meeting.

Commissioners discussed group guidelines for the meeting.

**Generative Governance Presentation and Board Governance Discussion:**

Karma Bass, facilitator, gave a presentation on Generative Governance.

Discussion ensued.

**Break:**

Commissioners recessed for break at 10:25am.

Commissioners reconvened from break at 10:45am.

**Board Self- Assessment Results:**

Romy Avena, facilitator, presented the Board Self-Assessment Results.

Discussion ensued.

The board recessed for break at 11:50am.

The board reconvened from break at 12:00pm.

Romy Avena, facilitator, continued her presentation on the Board Self-Assessment Results

**Lunch/ Board Policy Book Revisions:**

Ms. Bass explained board policy book revisions.

Discussion ensued.

Commissioner recessed for break at 1:55pm  
Commissioners reconvened from break at 2:05pm

Discussion ensued.

**Developing a Strong and Healthy Board Culture**

Ms. Bass presented on Developing a Strong and Healthy Board Culture.

Discussion ensued.

**Discussion: Generative Governance and Jefferson Healthcare's Board**

Ms. Bass discussed Generative Governance in relation to Jefferson Healthcare's Board.

Discussion ensued.

**Action Planning for 2020 and Beyond:**

Ms. Bass discussed action planning for 2020 and beyond.

Discussion ensued.

**Conclude:**

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

**Action:** Motion passed unanimously.

Meeting concluded at 4:24pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra \_\_\_\_\_

Secretary of Commission: Marie Dressler \_\_\_\_\_

**Jefferson County Public Hospital District No.2**  
**Board of Commissioners, Special Session Minutes**  
**Tuesday, October 22, 2019**  
**Victor J. Dirksen Conference Room**

**Call to Order:**

The meeting was called to order at 11:00am by Board Chair Buhler Rienstra. Also present were Commissioners Dressler, McComas, and Ready. Commissioner Kolff was excused. Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/ Chief Financial Officer, Brandie Manuel, Chief Patient Care officer, Jon French, Chief Legal Officer, Caitlin Harrison, Chief Human Resources Officer, Tina Toner, Chief Nursing Officer and Alyssa Rodrigues, Administrative Assistant were also in attendance. In attendance from Finance Committee was Elaina Harland, Kelly O'Connell, Donna Mintz, Lisa Michalski, Rain Sherman and Anne Burton. This meeting was officially audio recorded by Jefferson Healthcare.

**Work Session:**

The purpose of this special session is to have the Jefferson County Public Hospital District No. 2 Commissioners attend the Finance Committee Meeting to review and discuss the 2020 Budget.

Hilary Whittington, CAO/CFO, discussed the budget process, philosophy and key themes as we head into 2020, vocabulary reference, pricing, taxes, balances that may shift (immaterially) before the budget hearing, and accounting approach changes. She explained the operating budget which included the ACU, ICU, and Swing, FBC and Nursery, Emergency Services, General Surgical Services, Outpatient Surgical Services, Oncology, Infusion, Wound Care, Pharmacy, Nursing Admin, and Patient Advocates.

Commissioners recessed for break at 11:28am.

Commissioners reconvened from break at 12:05pm.

Hilary Whittington, CAO/CFO, continued explaining the operating budget which included Imaging and Radiology Services, Expanding ECHO Services in Partnership with Cardiology, Laboratory, Respiratory Therapy, Rehab Services, Sleep Services, other Outpatient Services, Medical Group Services, Primary Care, Dental Services, Specialty Care,

Commissioner recessed for break at 12:33pm

Commissioners reconvened from break at 1:00pm

Hilary Whittington, CAO/CFO, continued her explanation of the operating budget which included Home Health and Hospice, Palliative Care, Hospice Foundation, Board of Commissioners, Administration, Accounting, Legal/Compliance, Risk, Materials Management, Environmental Services, Dietary, Information Technology, Quality, Clinical Informatics, Utilization Review, Infection Prevention, Emergency Management, Facilities and Security, BioMed, Maintenance Projects, Human Resources, Employee

Health, Marketing, Public Relations, Medical Staff, Revenue Cycle Operations, Jefferson Healthcare Foundation, Care Transformation, Population Health, Exercise for Health, Wellness, CHIP, SANE, and Reproductive Health. She explained the income statement, key performance indicators, volumes by department, Capital investments and the Capital budget.

Discussion ensued.

**Conclude:**

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

**Action:** Motion passed unanimously.

Meeting concluded at 1:54 pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra \_\_\_\_\_

Secretary of Commission: Marie Dressler \_\_\_\_\_

DRAFT

**Jefferson County Public Hospital District No.2**  
**Board of Commissioners, Regular Session Minutes**  
**Wednesday, October 23, 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, McComas, Ready, and Kolff. 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, Caitlin Harrison, Chief Human Resources Officer, Dr. Joseph Mattern, Chief Medical officer, and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

**Approve Agenda:**

Commissioner Kolff made a motion to approve the agenda. Commissioner Dressler seconded.

**Action:** Motion passed unanimously.

**Education:**

Jody Carona, facilitator, provided the Master Site Planning Community forum presentation.

Discussion ensued.

Public comment was made.

**Break:**

Commissioners recessed for break at 3:23pm.

Commissioners reconvened from break at 3:30pm.

**Patient Story:**

Tina Toner, CNO, read aloud two emails that she received this month. One email was regarding a patient's successful trip to the Express Clinic where they felt the staff was professional and provided compassionate care. The other email was a thank you to the ACU caregivers, the patient felt the staff was skillful, compassionate, and professional.

Tina Toner explained the Rockstar of the Month process and shared the names of recipients.

**Minutes:**

- September 18 Special Session
- September 30 Special Session

Commissioner Dressler made a motion to approve the September 18 Special Session Minutes and the September 30 Special Session Minutes. Commissioner Ready seconded.

**Action:** Motion passed unanimously.

**Required Approvals:** Action Requested

- September Warrants and Adjustments
- Resolution 2019-17 Surplus Equipment
- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Policy

Commissioner McComas made a motion to approve the September Warrants and Adjustments, Resolution 2019-17 Surplus Equipment, Medical Staff Credentials/ Appointments/ Reappointment, and Medical Staff Policy. Commissioner Dressler seconded.

**Action:** Motion passed unanimously.

**Public Comment:**

No public comment was made.

**Financial Report:**

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

Discussion ensued.

**Quality Report:**

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

Discussion ensued.

**Administrative Report**

Mike Glenn, CEO, presented the Administrative report.

Discussion ensued.

**Chief Medical Officer Report:**

Dr. Joseph Mattern, CMO, presented the CMO report which included the Regional Convening, Home Health and Hospice Epic implementation, value-based contracts, staffing update, flu season, MAT and Greeley.

Discussion ensued.

**Board Business:**

Commissioner Dressler made a motion to appoint Dingus, Zarecor, and Associates as the independent auditor. Commissioner McComas seconded.

**Action:** Motion passed unanimously.

**Meeting Evaluation:**

Commissioners evaluated the meeting.

**Executive Session:**

Commissioners went into Executive Session at 4:48pm for 12 minutes to discuss current or potential litigation. General counsel was present, and no action was to be taken.

Commissioners came out of Executive Session at 5:00pm. No public was present.

Commissioners went back into Executive Session at 5:00pm for 10 minutes.

Commissioners came out of Executive Session at 5:10pm. No action was taken.

**Conclude:**

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

**Action:** Motion passed unanimously.

Meeting concluded at 5:10pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra \_\_\_\_\_

Secretary of Commission: Marie Dressler \_\_\_\_\_



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

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

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

General Fund Warrants & ACH Transfers	<b>\$10,202,447.22</b>	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	<b>\$532,361.19</b>	(Attached)
Canceled Warrants	<b>\$0.00</b>	(Attached)

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

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

Submitted for your approval are the following warrants:

**GENERAL FUND:**

<b>259137 - 260093</b>	<b>\$4,793,885.41</b>
<b>ACH TRANSFERS</b>	<b><u>\$5,408,561.81</u></b>
	<b><u>\$10,202,447.22</u></b>
<b>YEAR-TO-DATE:</b>	<b><u><u>\$90,814,717.33</u></u></b>

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: OCTOBER 2019 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	OCTOBER	OCTOBER YTD	OCTOBER YTD BUDGET
Allowance for Uncollectible Accounts:	246,151.75	3,424,334.36	2,696,463.14
Charity Care:	213,821.05	2,411,996.48	2,374,080.17
Other Administrative Adjustments:	72,388.39	892,909.42	923,337.31
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TOTAL FOR MONTH:	<u>\$532,361.19</u>	<u>\$6,729,240.26</u>	<u>\$5,993,880.62</u>

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

**TO: BOARD OF COMMISSIONERS  
FROM: HILARY WHITTINGTON, CAO/CFO  
RE: OCTOBER 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.**

<b>DATE</b>	<b>WARRANT</b>	<b>AMOUNT</b>
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	<b>TOTAL:</b>	<u>\$ -</u>
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**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)**

	October 2019 Actual	October 2019 Budget	Variance Favorable/ (Unfavorable)	%	October 2019 YTD	October 2019 Budget YTD	Variance Favorable/ (Unfavorable)	%	October 2018 YTD
<b>Gross Revenue</b>									
Inpatient Revenue	4,031,060	4,174,885	(143,825)	-3%	37,687,867	40,940,798	(3,252,931)	-8%	37,133,678
Outpatient Revenue	19,811,187	16,991,840	2,819,347	17%	178,778,086	166,629,612	12,148,474	7%	153,328,977
<b>Total Gross Revenue</b>	<b>23,842,247</b>	<b>21,166,726</b>	<b>2,675,522</b>	<b>13%</b>	<b>216,465,953</b>	<b>207,570,410</b>	<b>8,895,543</b>	<b>4%</b>	<b>190,462,655</b>
<b>Revenue Adjustments</b>									
Cost Adjustment Medicaid	1,945,526	2,050,705	105,180	5%	18,822,283	20,110,138	1,287,855	6%	18,046,034
Cost Adjustment Medicare	8,688,957	7,241,073	(1,447,884)	-20%	76,629,114	71,009,211	(5,619,904)	-8%	65,279,802
Charity Care	213,821	242,094	28,273	12%	2,411,996	2,374,080	(37,916)	-2%	2,091,571
Contractual Allowances Other	2,001,952	1,577,989	(423,964)	-27%	17,303,467	15,474,465	(1,829,002)	-12%	14,949,738
Administrative Adjustments	72,388	94,156	21,768	23%	892,909	923,337	30,428	3%	925,386
Allowance for Uncollectible Accounts	246,152	274,968	28,817	10%	3,424,334	2,696,463	(727,871)	-27%	2,629,706
<b>Total Revenue Adjustments</b>	<b>13,168,796</b>	<b>11,480,985</b>	<b>(1,687,811)</b>	<b>-15%</b>	<b>119,484,105</b>	<b>112,587,695</b>	<b>(6,896,410)</b>	<b>-6%</b>	<b>103,922,236</b>
<b>Net Patient Service Revenue</b>	<b>10,673,451</b>	<b>9,685,740</b>	<b>987,711</b>	<b>10%</b>	<b>96,981,848</b>	<b>94,982,715</b>	<b>1,999,133</b>	<b>2%</b>	<b>86,540,419</b>
<b>Other Revenue</b>									
340B Revenue	246,127	325,967	(79,840)	-24%	3,378,006	3,196,580	181,427	6%	2,939,667
Other Operating Revenue	202,688	453,167	(250,478)	-55%	3,053,103	4,443,955	(1,390,851)	-31%	1,802,725
<b>Total Operating Revenues</b>	<b>11,122,266</b>	<b>10,464,874</b>	<b>657,392</b>	<b>6%</b>	<b>103,412,958</b>	<b>102,623,250</b>	<b>789,708</b>	<b>1%</b>	<b>91,282,811</b>
<b>Operating Expenses</b>									
Salaries And Wages	4,854,085	5,032,320	178,236	4%	47,427,261	49,349,191	1,921,930	4%	44,474,673
Employee Benefits	1,065,569	1,258,953	193,383	15%	11,696,088	12,345,853	649,765	5%	11,263,312
Professional Fees	105,641	353,256	247,614	70%	4,457,112	3,464,183	(992,930)	-29%	4,094,873
Purchased Services	1,136,005	680,889	(455,116)	-67%	6,183,250	6,677,107	493,857	7%	5,327,291
Supplies	2,572,480	1,815,992	(756,488)	-42%	19,276,299	17,808,429	(1,467,870)	-8%	15,285,721
Insurance	61,992	54,427	(7,565)	-14%	562,247	533,731	(28,516)	-5%	633,393
Leases And Rentals	125,119	159,048	33,929	21%	1,311,439	1,559,698	248,260	16%	1,222,444
Depreciation And Amortization	407,359	417,794	10,435	2%	3,911,424	4,097,077	185,653	5%	3,892,024
Repairs And Maintenance	127,693	97,708	(29,985)	-31%	603,404	958,166	354,762	37%	532,526
Utilities	109,294	107,104	(2,190)	-2%	960,185	1,050,307	90,122	9%	958,839
Licenses And Taxes	67,061	55,617	(11,444)	-21%	587,889	545,408	(42,481)	-8%	536,575
Other	260,193	206,862	(53,331)	-26%	1,868,883	2,028,584	159,701	8%	1,462,617
<b>Total Operating Expenses</b>	<b>10,892,492</b>	<b>10,239,970</b>	<b>(652,522)</b>	<b>-6%</b>	<b>98,845,482</b>	<b>100,417,736</b>	<b>1,572,254</b>	<b>2%</b>	<b>89,684,289</b>
<b>Operating Income (Loss)</b>	<b>229,774</b>	<b>224,904</b>	<b>4,870</b>	<b>2%</b>	<b>4,567,476</b>	<b>2,205,514</b>	<b>2,361,962</b>	<b>107%</b>	<b>1,598,522</b>
<b>Non Operating Revenues (Expenses)</b>									
Taxation For Maint Operations	20,825	21,530	(705)	-3%	208,250	211,134	(2,884)	-1%	242,720
Taxation For Debt Service	19,455	19,373	82	0%	194,548	189,979	4,569	2%	178,056
Investment Income	37,053	28,180	8,873	31%	465,302	276,348	188,953	68%	319,685
Interest Expense	(80,907)	(84,692)	3,785	4%	(815,693)	(830,528)	14,835	2%	(867,260)
Bond Issuance Costs	-	-	-	0%	-	0	-	0%	0
Gain or (Loss) on Disposed Asset	480	-	480	0%	(61,507)	0	(61,507)	0%	0
Contributions	8,747	21,997	(13,250)	-60%	199,733	215,715	(15,982)	-7%	75,812
<b>Total Non Operating Revenues (Expenses)</b>	<b>5,652</b>	<b>6,388</b>	<b>(736)</b>	<b>-12%</b>	<b>190,632</b>	<b>62,648</b>	<b>127,984</b>	<b>204%</b>	<b>(50,987)</b>
<b>Change in Net Position (Loss)</b>	<b>235,427</b>	<b>231,293</b>	<b>4,134</b>	<b>2%</b>	<b>4,758,108</b>	<b>2,268,162</b>	<b>2,489,946</b>	<b>110%</b>	<b>1,547,536</b>

**Jefferson**  
**Healthcare**

**STATISTIC DESCRIPTION**

	OCTOBER 2019						OCTOBER 2018			
	MO ACTUAL	MO BUDGET	% VARIANCE	YTD ACTUAL	YTD BUDGET	% VARIANCE	MO ACTUAL	% VARIANCE	YTD ACTUAL	% VARIANCE
FTEs - TOTAL (AVG)	583.54	615.68	5%	571.34	615.68	7%	540.75	-8%	541.23	-6%
FTEs - PRODUCTIVE (AVG)	539.98	553.64	2%	510.69	553.64	8%	473.11	-14%	483.77	-6%
ADJUSTED PATIENT DAYS	1,986	2,271	-13%	21,562	22,272	-3%	2,081	-5%	17,683	22%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	80	86	-7%	650	845	-23%	77	4%	643	1%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	298	350	-15%	2,890	3,428	-16%	255	17%	2,525	13%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	-	8	-100%	138	81	70%	45	-100%	92	33%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	378	444	-15%	3,678	4,354	-16%	377	0%	3,260	11%
BIRTHS	9	11	-18%	84	104	-19%	12	-25%	82	2%
SURGERY CASES (IN OR)	125	109	15%	963	1,069	-10%	90	39%	778	19%
SURGERY MINUTES (IN OR)	16,596	14,630	13%	125,520	143,470	-13%	11,963	39%	104,423	17%
SPECIAL PROCEDURE CASES	78	77	1%	614	759	-19%	61	28%	546	11%
LAB BILLABLE TESTS	20,067	18,954	6%	166,302	185,871	-11%	16,148	24%	141,500	15%
BLOOD BANK UNITS MATCHED	54	60	-10%	401	587	-32%	58	-7%	461	-15%
MRIs COMPLETED	217	169	28%	1,648	1,655	0%	155	40%	1,262	23%
CT SCANS COMPLETED	484	417	16%	4,338	4,089	6%	410	18%	3,245	25%
RADIOLOGY DIAGNOSTIC TESTS	1,523	1,500	2%	13,261	14,711	-10%	1,320	15%	11,168	16%
ECHOs COMPLETED	125	138	-9%	1,142	1,352	-16%	71	76%	860	25%
ULTRASOUNDS COMPLETED	351	327	7%	2,853	3,207	-11%	304	15%	2,421	15%
MAMMOGRAPHS COMPLETED	264	249	6%	2,087	2,445	-15%	220	20%	1,854	11%
NUCLEAR MEDICINE TESTS	38	58	-34%	331	572	-42%	34	12%	236	29%
TOTAL DIAGNOSTIC IMAGING TESTS	3,002	2,858	5%	25,660	28,031	-8%	2,514	19%	21,046	18%
PHARMACY MEDS DISPENSED	23,283	24,983	-7%	197,709	244,992	-19%	20,822	12%	177,769	10%
ANTI COAG VISITS	399	549	-27%	3,480	5,380	-35%	397	1%	3,437	1%
RESPIRATORY THERAPY PROCEDURES	3,676	3,467	6%	32,341	33,996	-5%	2,869	28%	25,056	23%
PULMONARY REHAB RVUs	253	272	-7%	1,933	2,668	-28%	352	-28%	2,191	-13%
PHYSICAL THERAPY RVUs	7,493	7,559	-1%	64,157	74,127	-13%	6,780	11%	55,863	13%
OCCUPATIONAL THERAPY RVUs	547	1,321	-59%	8,855	12,952	-32%	892	-39%	9,690	-9%
SPEECH THERAPY RVUs	146	220	-34%	1,873	2,160	-13%	189	-23%	1,715	8%
REHAB/PT/OT/ST RVUs	8,439	9,372	-10%	76,818	91,907	-16%	8,213	3%	69,459	10%
ER CENSUS	974	1,090	-11%	9,572	10,684	-10%	1,027	-5%	8,377	12%
EXPRESS CLINIC	830	671	24%	7,165	6,580	9%	573	45%	1,856	74%
SOCO PATIENT VISITS	213	195	9%	1,365	1,916	-29%	115	85%	1,207	12%
PORT LUDLOW PATIENT VISITS	732	722	1%	5,889	7,079	-17%	635	15%	4,488	24%
SHERIDAN PATIENT VISITS	2,561	2,811	-9%	23,112	27,568	-16%	2,312	11%	20,586	11%
DENTAL CLINIC	321	212	51%	769	2,082	-63%	-	0%	-	100%
WATERSHIP CLINIC PATIENT VISITS	1,188	1,104	8%	9,504	10,827	-12%	952	25%	8,240	13%
TOWNSEND PATIENT VISITS	709	630	13%	4,991	6,180	-19%	548	29%	5,062	-1%
TOTAL RURAL HEALTH CLINIC VISITS	6,554	6,345	3%	52,795	62,232	-15%	5,135	28%	41,439	22%
CARDIOLOGY CLINIC VISITS	332	285	16%	2,344	2,790	-16%	173	92%	1,835	22%
DERMATOLOGY CLINIC VISITS	629	560	12%	4,621	5,496	-16%	371	70%	2,799	39%
GEN SURG PATIENT VISITS	397	322	23%	2,991	3,162	-5%	241	65%	2,425	19%
INFUSION CENTER VISITS	880	654	35%	6,678	6,413	4%	661	33%	4,645	30%
ONCOLOGY VISITS	503	510	-1%	3,829	4,997	-23%	327	54%	2,705	29%
ORTHO PATIENT VISITS	779	639	22%	5,291	6,263	-16%	535	46%	4,464	16%
SLEEP CLINIC VISITS	139	197	-29%	1,086	1,935	-44%	159	-13%	1,435	-32%
SURGERY CENTER ENDOSCOPES	86	70	23%	669	686	-2%	34	153%	522	22%
WOMENS CLINIC VISITS	126	233	-46%	1,762	2,285	-23%	269	-53%	1,785	-1%
WOUND CLINIC VISITS	258	293	-12%	2,479	2,868	-14%	325	-21%	2,449	1%
TOTAL SPECIALTY CLINIC VISITS	4,129	3,763	10%	31,750	36,895	-14%	3,095	33%	25,064	21%
SLEEP CENTER SLEEP STUDIES	65	75	-13%	557	733	-24%	76	-14%	568	-2%
HOME HEALTH EPISODES	-	69	-100%	686	681	1%	48	-100%	499	27%
HOSPICE CENSUS/DAYS	-	1,153	-100%	8,561	11,310	-24%	820	-100%	8,185	4%
CARDIAC REHAB SESSIONS	134	122	10%	219	1,195	-82%	-	0%	552	-152%
DIETARY TOTAL REVENUE	92,100	95,823	-4%	697,781	939,679	-26%	67,404	37%	595,092	15%
MAT MGMT TOTAL ORDERS PROCESSED	2,371	2,081	14%	18,821	20,405	-8%	2,254	5%	19,705	-5%
EXERCISE FOR HEALTH PARTICIPANTS	669	866	-23%	6,742	8,495	-21%	755	-11%	6,578	2%

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2019-20

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 #
Zeiss ENT Microscope	00733-994	303397-9001	ENT
Exam Table/ Bed	N/A	V888455	Ritter 204 CLIN05622
Exam Table/ Bed	N/A	V769799	Ritter 204 CLIN05297
Exam Table/Bed	N/A	V592073	Ritter204 CLIN05130

APPROVED this 27th day of November 2019.

APPROVED BY THE COMMISSION:

Commission Chair Jill Buhler Rienstra: \_\_\_\_\_

Commission Secretary Marie Dressler: \_\_\_\_\_

Attest:

Commissioner Bruce McComas: \_\_\_\_\_

Commissioner Kees Kolff: \_\_\_\_\_

Commissioner Matt Ready: \_\_\_\_\_

**FROM: Medical Staff Services**  
**RE: 11/26/2019 Medical Executive Committee appointments/reappointments for Board approval 11/27/2019**

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. Scott Hankinson, MD – OB/GYN – Locums
2. Sarah Kirkegaard, ARNP – Women's Clinic
3. Neha Mirchandani, MD – Telestroke (delegated credentialing through Providence)
4. Melanie Rowson, MD – Telepsyche (delegated credentialing through InSight)

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

n/a

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

1. David Frick, DO – Emergency Medicine
2. Jennifer McEvoy, MD – Teleradiology
3. Kristopher Spinning, MD - Teleradiology

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

1. Christine Doyle, ARNP – Family Medicine
2. Katie Ernst, ARNP – Dermatology
3. Jordan Giesler, PA-C, Orthopedics

**Medical Student Rotation:**

n/a

**90-day provisional performance review completed successfully:**

n/a



Annual Review – no changes

## **POLICY:**

To obtain privileges in the event of a disaster for which the Emergency Management Plan has been activated and the organization is unable to meet immediate patient needs.

## **SCOPE:**

Medical Staff and allied health providers.

## **PROCEDURE:**

The practitioner must be identified at a minimum by a valid government issued photo identification issued by a state or federal agency (e.g., driver's license or passport) and at least one of the following:

1. Current hospital photo ID card that clearly identifies professional designation
2. Current license to practice in the State of Washington
3. Primary source verification of license.
4. ID as a member of a Disaster Medical Assistance Team (DMAT) or MRC, ESAR-VHP or other state/federal organizations or groups.
5. ID indicating that the individual has been granted authority to render patient care, treatment and services in disaster circumstances (such authority having been granted by a federal, state or municipal entity).
6. ID by current hospital or medical staff member(s) who possess personal knowledge regarding volunteer's ability to act as a LIP during a disaster.

Primary source verification of licensure will be done as soon as the immediate situation is under control and completed within 72 hours from the time the volunteer practice practitioner presents to the organization. In extraordinary circumstances that primary source verification cannot be completed within 72 hours, it is expected to be completed as soon as possible unless said provider has not rendered patient care during the disaster.

Verification to be performed by the Medical Staff Services Coordinator or designee(s) and documented on the Temporary Disaster Privileges Form (see attachment). A record of this information should be retained in the Medical Staff Services Department:

The provider will be assigned to the clinical department of their specialty and supervisory authority shall be under department chairperson of their specialty. When appropriate, the practitioner may be paired with a currently credentialed Hospital Medical Staff or Allied Health Professional Staff member.

These privileges will automatically expire when the disaster situation no longer exists or by action of the CEO, Chief of Staff or designee(s). Termination of these privileges will not give rise to a fair hearing or review.

## **REFERENCES:**

Informational:

National Disaster Medical System under the auspices of the US Public Health Service develops and organizes DMATs which are groups of professional medical personnel designed to provide emergency medical care during a disaster. DMATs deploy to disaster sites with medical supplies and equipment to sustain themselves for a 72-hr period while providing care at a fixed or temporary medical care site.

**APPROVED:**

MEC: 9/22/09, 9/10/2010, 4/2/2013, 4/22/2014, 3/24/2015, 3/22/2016; 9-27-2017

Governing Board: 10/7/2009, 10/6/2010, 4/17/2013, 5/7/2014, 4/15/2015, 4/20/2016; 10-18-2017