

COVID-19 Notice

No in-person attendance allowed, pursuant to Governor Inslee's Proclamation 20-28.

All meeting attendees, including Board of Commissioners, staff and members of the public must participate virtually. No physical meeting location will be provided.

To attend the meeting, dial Phone Conference Line: (509) 598-2842
When prompted, enter Conference ID number: 197938556

Regular Session Agenda
Wednesday, June 24, 2020

<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"> Independent Auditors Report, <ul style="list-style-type: none"> Tom Dingus, CPA, Dingus, Zarecor & Associates, PLLC 	
<u>Team, Employee, Provider of the Quarter</u>	3:15
<u>Break:</u>	3:30
<u>Minutes:</u>	3:40
<ul style="list-style-type: none"> May 27 Special Session Minutes (2-3) 	
<u>Required Approvals:</u> Action Requested	3:45
<ul style="list-style-type: none"> May Warrants and Adjustment (3-9) Medical Staff Credentials/ Appointments/ Reappointments (10-15) 	
<u>Population Health Update:</u>	3:55
<ul style="list-style-type: none"> Dunia Faulx, Director, Care Transformation and Population Health Dr. Molly Parker, Medical Director, Population Health 	
<u>Financial Report:</u> Hilary Whittington, CAO/CFO	4:15
<u>Quality Report:</u> Brandie Manuel, Chief Pt Safety and Quality Officer	4:30
<u>Administrative Report:</u> Mike Glenn, CEO	4:45
<u>Chief Medical Officer Report:</u> Dr. Joseph Mattern, MD, CMO	5:00
<u>Board Business:</u>	5:15
<u>Meeting Evaluation:</u>	5:25
<u>Conclude:</u>	5:30

This Regular Session will be officially recorded.
Times shown in agenda are estimates only.

No Live Public Comment

In lieu of live comments, members of the public may 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.

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Jefferson County Public Hospital District No.2
Board of Commissioners, Special Session Minutes
Wednesday, May 27, 2020

Call to Order:

The meeting was called to order at 3:30pm by Board Chair Buhler Rienstra. Present by phone were Commissioners Dressler, McComas, Ready, and Kolff. Also, in attendance by phone were Mike Glenn, CEO, Hilary Whittington, Chief Administrative Officer/Chief Financial Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Caitlin Harrison, Chief Human Resources Officer, Tina Toner, Chief Nursing Officer, Dr. Joseph Mattern, Chief Medical officer, Jenn Wharton, Chief Ambulatory and Medical Group Officer, and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

Approve Agenda:

Commissioner Dressler approved the agenda. Commissioner Kolff seconded.

Action: Motion passed unanimously.

Required Approvals: Action Requested

- April Warrants and Adjustments
- Resolution 2020-04 Designation of Applicant's Agent
- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Policy

Commissioner Kolff made a motion to approve the April Warrants and Adjustments, Resolution 2020-04 Designation of Applicant's Agent, Medical Staff Credentials/ Appointments/ Reappointments, and medical staff policies. Commissioner McComas seconded.

Action: Motion passed unanimously.

Financial Report:

Hilary Whittington, CFO, presented the April Financial Reports.

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, presented the CMO report which included updates on COVID-19, quality work and antibody testing.

Discussion ensued.

Board Business:

Commissioner Kolff provided a report from the Board of Health discussing various topics such as receiving input from key players in the community, the variance being granted and now 5 or fewer people are allowed to gather but no overnight camping, directive will come out regarding community use of masks, restaurant openings and retail in store purchases.

Discussion ensued.

Meeting Evaluation:

Commissioners evaluated the meeting.

Conclude:

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

Action: Motion passed unanimously.

Meeting concluded at 5:39pm.

Approved by the Commission:

Chair of Commission: Jill Buhler Rienstra _____

Secretary of Commission: Marie Dressler _____

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)

	May 2020 Actual	May 2020 Budget	Variance Favorable/ (Unfavorable)	%	May 2020 YTD	May 2020 Budget YTD	Variance Favorable/ (Unfavorable)	%	May 2019 YTD
Inpatient Revenue	2,973,910	4,332,537	(1,358,627)	-31%	14,370,122	21,243,406	(6,873,284)	-32%	19,566,918
Outpatient Revenue	15,447,851	19,812,278	(4,364,427)	-22%	79,371,549	97,144,075	(17,772,526)	-18%	86,723,873
Total Gross Revenue	18,421,760	24,144,814	(5,723,054)	-24%	93,741,670	118,387,481	(24,645,811)	-21%	106,290,791
Revenue Adjustments									
Cost Adjustment Medicaid	1,839,795	2,221,642	381,847	17%	8,038,109	10,893,214	2,855,105	26%	9,854,838
Cost Adjustment Medicare	8,324,263	8,252,442	(71,821)	-1%	34,899,255	40,463,589	5,564,333	14%	36,913,478
Charity Care	159,443	233,516	74,072	32%	1,100,472	1,144,980	44,509	4%	1,046,888
Contractual Allowances Other	2,141,787	1,883,514	(258,273)	-14%	9,132,878	9,235,293	102,415	1%	8,271,958
Administrative Adjustments	101,688	110,246	8,558	8%	133,673	540,560	406,887	75%	460,825
Allowance for Uncollectible Accounts	(143,287)	441,121	584,408	132%	937,183	2,162,917	1,225,734	57%	1,952,528
Total Revenue Adjustments	12,423,689	13,142,481	718,792	5%	54,241,570	64,440,553	10,198,983	16%	58,500,515
Net Patient Service Revenue	5,998,071	11,002,334	(5,004,262)	-45%	39,500,100	53,946,928	(14,446,828)	-27%	47,790,276
Other Revenue									
340B Revenue	250,542	277,357	(26,814)	-10%	1,415,784	1,359,942	55,842	4%	1,463,529
Other Operating Revenue	3,971,558	304,781	3,666,777	1203%	7,396,452	1,494,409	5,902,043	395%	2,032,526
Total Operating Revenues	10,220,172	11,584,471	(1,364,299)	-12%	48,312,337	56,801,280	(8,488,943)	-15%	51,286,332
Operating Expenses									
Salaries And Wages	5,494,249	5,555,425	61,177	1%	26,758,799	27,239,507	480,708	2%	23,926,533
Employee Benefits	1,312,886	1,431,213	118,327	8%	6,373,261	7,017,562	644,301	9%	6,218,304
Professional Fees	149,222	194,246	45,024	23%	924,941	952,433	27,492	3%	2,166,793
Purchased Services	576,657	715,638	138,981	19%	3,212,983	3,508,937	295,954	8%	2,688,013
Supplies	1,806,092	2,110,910	304,817	14%	9,166,502	10,350,267	1,183,765	11%	8,824,320
Insurance	65,869	58,565	(7,304)	-12%	325,649	287,159	(38,489)	-13%	267,902
Leases And Rentals	5,239	15,461	10,222	66%	72,742	75,806	3,065	4%	718,427
Depreciation And Amortization	504,657	549,516	44,859	8%	2,568,730	2,694,403	125,673	5%	1,933,684
Repairs And Maintenance	70,737	107,679	36,941	34%	468,159	527,973	59,813	11%	305,030
Utilities	101,022	105,814	4,792	5%	508,057	518,829	10,772	2%	493,911
Licenses And Taxes	(1,097)	56,552	57,649	102%	231,260	277,286	46,026	17%	266,836
Other	113,369	227,418	114,049	50%	844,643	1,115,083	270,439	24%	865,936
Total Operating Expenses	10,198,903	11,128,437	929,535	8%	51,455,726	54,565,244	3,109,518	6%	48,675,689
Operating Income (Loss)	21,269	456,034	(434,765)	-95%	(3,143,390)	2,236,035	(5,379,425)	-241%	2,610,643
Non Operating Revenues (Expenses)									
Taxation For Maint Operations	66,425	22,750	43,674	192%	154,685	111,550	43,135	39%	138,339
Taxation For Debt Service	36,630	18,837	17,793	94%	112,434	92,363	20,071	22%	129,377
Investment Income	10,220	28,103	(17,884)	-64%	118,940	137,797	(18,856)	-14%	263,241
Interest Expense	(87,169)	(94,102)	6,932	7%	(444,859)	(461,402)	16,543	4%	(403,320)
Bond Issuance Costs	-	-	-	0%	-	0	-	0%	0
Gain or (Loss) on Disposed Asset	-	-	-	0%	-	0	-	0%	0
Contributions	20,430	16,940	3,490	21%	49,364	83,060	(33,696)	-41%	32,881
Total Non Operating Revenues (Expenses)	46,535	(7,471)	54,006	723%	(9,437)	(36,633)	27,196	74%	160,517
Change in Net Position (Loss)	67,804	448,563	(380,759)	-85%	(3,152,826)	2,199,403	(5,352,229)	-243%	2,771,160

STATISTIC DESCRIPTION

STATISTIC DESCRIPTION	MAY 2020						MAY 2019			
	MO	MO	%	YTD	YTD	%	MO	%	YTD	%
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	ACTUAL	VARIANCE
FTEs - TOTAL (AVG)	577.92	625.21	8%	594.17	625.21	5%	573.33	-1%	565.28	-5%
FTEs - PRODUCTIVE (AVG)	499.37	559.80	11%	526.51	559.80	6%	523.38	5%	505.30	-4%
ADJUSTED PATIENT DAYS	1,992	2,498	-20%	8,895	12,250	-27%	2,244	-11%	11,385	-22%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	66	84	-21%	285	413	-31%	73	-10%	416	-46%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	280	347	-19%	1,200	1,702	-29%	336	-17%	1,714	-43%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	3	30	-90%	101	146	-31%	26	-88%	90	11%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	349	461	-24%	1,586	2,261	-30%	435	-20%	2,220	-40%
BIRTHS	10	10	0%	38	50	-24%	12	-17%	45	-18%
SURGERY CASES (IN OR)	106	118	-10%	461	578	-20%	116	-9%	540	-17%
SURGERY MINUTES (IN OR)	12,057	15,669	-23%	58,348	76,829	-24%	15,099	-20%	70,773	-21%
SPECIAL PROCEDURE CASES	22	73	-70%	229	358	-36%	87	-75%	344	-50%
LAB BILLABLE TESTS	16,654	19,809	-16%	78,158	97,127	-20%	19,138	-13%	93,600	-20%
BLOOD BANK UNITS MATCHED	25	46	-46%	215	226	-5%	35	-29%	226	-5%
MRIs COMPLETED	136	196	-31%	870	963	-10%	183	-26%	898	-3%
CT SCANS COMPLETED	443	516	-14%	2,023	2,529	-20%	482	-8%	2,387	-18%
RADIOLOGY DIAGNOSTIC TESTS	1,224	1,560	-22%	6,362	7,650	-17%	1,596	-23%	7,452	-17%
ECHOs COMPLETED	81	139	-42%	425	682	-38%	125	-35%	629	-48%
ULTRASOUNDS COMPLETED	250	337	-26%	1,319	1,651	-20%	337	-26%	1,575	-19%
MAMMOGRAPHYS COMPLETED	190	313	-39%	869	1,537	-43%	251	-24%	1,131	-30%
NUCLEAR MEDICINE TESTS	35	42	-17%	143	206	-31%	41	-15%	192	-34%
TOTAL DIAGNOSTIC IMAGING TESTS	2,359	3,103	-24%	12,011	15,218	-21%	3,015	-22%	14,264	-19%
PHARMACY MEDS DISPENSED	18,575	22,497	-17%	87,596	110,310	-21%	23,250	-20%	112,187	-28%
ANTI COAG VISITS	307	390	-21%	1,723	1,912	-10%	389	-21%	1,932	-12%
RESPIRATORY THERAPY PROCEDURES	2,379	3,963	-40%	12,437	19,430	-36%	3,694	-36%	18,953	-52%
PULMONARY REHAB RVUs	9	220	-96%	691	1,076	-36%	204	-96%	1,010	-46%
PHYSICAL THERAPY RVUs	4,593	7,653	-40%	27,503	37,524	-27%	8,048	-43%	36,623	-33%
OCCUPATIONAL THERAPY RVUs	929	1,107	-16%	4,808	5,430	-11%	1,159	-20%	5,271	-10%
SPEECH THERAPY RVUs	118	212	-44%	936	1,037	-10%	213	-45%	1,046	-12%
REHAB/PT/OT/ST RVUs	5,649	9,192	-39%	33,938	45,067	-25%	9,624	-41%	43,950	-30%
ER CENSUS	806	1,096	-26%	4,361	5,375	-19%	1,152	-30%	5,184	-19%
EXPRESS CLINIC	411	974	-58%	3,129	4,774	-34%	843	-51%	3,818	-22%
SOCO PATIENT VISITS	101	155	-35%	627	761	-18%	149	-32%	664	-6%
PORT LUDLOW PATIENT VISITS	449	736	-39%	2,519	3,608	-30%	645	-30%	3,520	-40%
SHERIDAN PATIENT VISITS	1,927	2,714	-29%	9,876	13,307	-26%	2,894	-33%	13,560	-37%
DENTAL CLINIC	108	340	-68%	1,045	1,666	-37%	-	0%	-	100%
WATERSHIP CLINIC PATIENT VISITS	719	1,099	-35%	4,199	5,390	-22%	973	-26%	5,288	-26%
TOWNSEND PATIENT VISITS	469	591	-21%	2,522	2,896	-13%	658	-29%	2,836	-12%
TOTAL RURAL HEALTH CLINIC VISITS	4,184	6,609	-37%	23,917	32,402	-26%	6,162	-32%	29,686	-24%
OFF-SITE LAB	550	-	0%	773	-	0%	-	0%	-	100%
DISASTER CLINIC	123	-	0%	697	-	0%	-	0%	-	100%
CARDIOLOGY CLINIC VISITS	233	365	-36%	1,380	1,791	-23%	221	5%	1,382	0%
DERMATOLOGY CLINIC VISITS	471	514	-8%	2,481	2,519	-2%	496	-5%	2,374	4%
GEN SURG PATIENT VISITS	148	310	-52%	909	1,522	-40%	374	-60%	1,695	-86%
ONCOLOGY VISITS	473	547	-14%	2,346	2,682	-13%	497	-5%	2,017	14%
ORTHO PATIENT VISITS	560	739	-24%	2,946	3,623	-19%	677	-17%	3,001	-2%
SLEEP CLINIC VISITS	114	244	-53%	757	1,196	-37%	110	4%	607	20%
UROLOGY VISITS	142	255	-44%	725	1,250	-42%	207	-31%	1,182	-63%
WOMENS CLINIC VISITS	114	234	-51%	642	1,145	-44%	210	-46%	1,069	-67%
WOUND CLINIC VISITS	195	356	-45%	1,013	1,747	-42%	297	-34%	1,380	-36%
TOTAL SPECIALTY CLINIC VISITS	3,123	3,564	-12%	14,669	17,475	-16%	3,089	1%	14,707	0%
SLEEP CENTER SLEEP STUDIES	47	71	-34%	206	350	-41%	54	-13%	290	-41%
INFUSION CENTER VISITS	656	855	-23%	3,363	4,194	-20%	787	-17%	3,452	-3%
SURGERY CENTER ENDOSCOPIES	26	79	-67%	226	387	-42%	78	-67%	360	-59%
HOME HEALTH EPISODES	51	85	-40%	241	415	-42%	94	-46%	384	-59%
HOSPICE CENSUS/DAYS	1,027	1,017	1%	5,022	4,988	1%	970	6%	4,329	14%
CARDIAC REHAB SESSIONS	-	170	-100%	408	833	-51%	-	0%	-	100%
DIETARY TOTAL REVENUE	51,660	96,755	-47%	336,639	474,411	-29%	77,193	-33%	379,631	-13%
MAT MGMT TOTAL ORDERS PROCESSED	1,503	2,376	-37%	9,569	11,652	-18%	2,385	-37%	10,580	-11%
EXERCISE FOR HEALTH PARTICIPANTS	-	796	-100%	1,240	3,905	-68%	890	-100%	4,090	-230%

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

**TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: MAY 2020 WARRANT SUMMARY**

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

General Fund Warrants & ACH Transfers	\$2,972,549.07	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	\$117,843.97	(Attached)
Canceled Warrants	\$0.00	(Attached)

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: MAY 2020 GENERAL FUND WARRANTS & ACH
FUND TRANSFERS

Submitted for your approval are the following warrants:

GENERAL FUND:

265084	265675	\$2,972,549.07
		\$12,489,887.25
ACH TRANSFERS		
		<u>\$2,972,549.07</u>
YEAR-TO-DATE:		<u><u>\$95,512,374.10</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: MAY 2020 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	MAY	MAY YTD	MAY YTD BUDGET
Allowance for Uncollectible Accounts:	(143,287.10)	937,183.19	2,162,917.08
Charity Care:	159,443.44	1,100,471.55	1,144,980.25
Other Administrative Adjustments:	101,687.63	133,673.33	540,559.94
TOTAL FOR MONTH:	\$117,843.97	\$2,171,328.07	\$3,848,457.27

JEFFERSON HEALTHCARE
834 SHERIDAN AVENUE
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS
FROM: HILARY WHITTINGTON, CAO/CFO
RE: MAY 2020 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
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TOTAL:		<u>\$ -</u>
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FROM: Medical Staff Services
RE: 06/23/2020 Medical Executive Committee appointments/reappointments for Board approval 06/24/2020

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. Lauren Fetty, MD – Teleradiology
2. Mitch Keszler, CRNA – locum CRNA from Onyx
3. George Lopez, MD – Tele neurology
4. Jeremy Idjadi, DO – Orthopedics
5. Allen Rassa, MD – Add procedural sedation to privileges

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

1. Joseph Meyerson, MD – Plastic/Hand Surgery
2. Haley Hoffner, MD – Int. Med./Hospitalist
3. Stephen Churchley, MD – Emergency Medicine

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

1. Kristine Andrade, MD – Teleradiology
2. Alan Chan, MD – Diagnostic Radiology
3. Jerome Domzalski, MD – Teleradiology
4. Christopher Fanale, MD – Tele neurology will need temp privileges for 90 days
5. Elizabeth Hayes, MD - Diagnostic Radiology
6. Bartholomew Keogh, MD - Diagnostic Radiology
7. Robert Lada – Teleneurology
8. William Lemley, MD – Diagnostic Radiology
9. John Mackenzie, MD - Diagnostic Radiology
10. Garland McQuinn, MD – Teleradiology
11. Juan Millan - Diagnostic Radiology
12. Mark Pflieger, MD - Diagnostic Radiology
13. Kesava Prabhakar, MD - Diagnostic Radiology
14. Biggya Sapkota, MD – Teleneurology
15. Justin Siegal, MD – Diagnostic Radiology
16. Milton VanHise, MD - Diagnostic Radiology
17. Christopher Zaleski, MD - Diagnostic Radiology
18. Michael Marvi, MD – Tele neurology

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

1. Matthew Petta, CRNA – Anesthesia
2. Angela Pieratt, ARNP – Primary Care

Medical Student Rotation:

1. Jenny Jensen – 1st year medical student, June 29-July 24

FROM: Medical Staff Services
RE: 06/23/2020 Medical Executive Committee appointments/reappointments for Board approval 06/24/2020

C-0241

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90-day provisional performance review completed successfully:

N/A

Resignations:

1. Paula Hallam (Shah), MD - Diagnostic Radiology
2. Laura Nason, MD - Diagnostic Radiology
3. Frank Rosenbloom, MD - Int. Med./Hospitalist
4. Nirav Shah, MD – Tele neurology
5. Tobun Cheung, MD – Locum Int. Med/Hospitalist
6. Sue Ehrlich, MD - Psychiatry

Jefferson Healthcare
Family Medicine *with OB*
Core Privileges

To be eligible to request Family Medicine Privileges the following minimum threshold criteria must be met:

Basic education:

Doctor of Medicine or Doctor of Osteopathy Degree (MD/DO) from an accredited program.

Formal training and experience at initial appointment:

- Successful completion of an Accreditation Council for Graduate Medical Education (ACGME) or American Osteopathic Association (AOA) accredited post-graduate training program in family medicine.
- Current certification or active participation in the examination process leading to certification in family medicine by the American Board of Family Medicine or the American Osteopathic Board of Family Physicians. Must have current re-certification, if required by certifying board.
- Meet minimum procedure experience requirement

Reappointment requirements:

Documentation of clinical activity within the scope of privileges requested without significant quality variations identified. Completion of proctoring for provisional period or new privileges as determined by policy.

☐ **Requested Inpatient care (requires current ACLS certification - please reference JHC Inpatient Care Hospitalist Core Privileges)**

☐ **Requested Maternity Core (requires current ACLS certification):**

Admit, evaluate and manage pregnancy, labor and delivery, post-partum care, MVAs and other procedures related to maternity care, including medical diseases that are complicating factors in pregnancy (with consultation as appropriate). Point-of-Care OB Ultrasound to determine position, placenta placement, Amniotic Fluid Index, fetal numbers, and cardiac activity.

Initial applicant: Documentation of at least 2 months obstetrical rotation during family practice residency with 40 patients delivered and minimum 10 deliveries within the past 12 months. If applicant does not meet criteria, the physician will participate in a preceptor program for a minimum of 5 deliveries and successfully demonstrate competency as evaluated by the preceptor(s). Documentation of 10 D&Cs or physician will need to be precepted until he/she successfully demonstrates competency as evaluated by the preceptor(s).

See appendix A for reference of such privilege inclusions.

Privileges Delineated Separately:

To be eligible to apply for special non-core privileges, the applicant must have documented training and/or experience and current competence in performing the requested procedure(s) consistent with criteria set forth in medical staff policies governing the exercise of specific privileges. This may be accomplished by providing documentation of acceptable supervised training and experience during residency and/or fellowship training, or successful completion of an approved, recognized course when such exists.

☐ **Requested Surgical Obstetrics:**

- Includes C-section, tubal sterilization at time of C-section and D&C
- **Application Criteria:** Successful completion of an ACGME or AOA accredited residency training program in family medicine or obstetrics and gynecology.
- **Required Previous Experience:** A minimum of 30 Cesarean births as primary operator.
- **Renewal of privileges criteria:** Successful completion of five Cesarean births as primary operator each year.

☐ **Requested Vacuum Extraction Delivery**

- Evidence of successful completion of 5 vacuum extraction deliveries at initial appointment
- Evidence of successful completion of 2 vacuum extractions at each year of the reappointment period

Or evidence of structured simulation

☐ **Requested Forceps Delivery**

- Evidence of successful completion of 5 forceps deliveries at initial appointment
- Evidence of successful completion of 2 forceps deliveries at each year of the reappointment period or evidence of structured simulation

☐ **Requested Neonatal Care (requires current NRP certification)**

Care of neonates, including both well-baby and ill newborns. Must be NRP certified.

☐ **Requested Pediatric Inpatient Care**

Admission , evaluation, diagnosis, treatment and management of children and adolescents per JHC Pediatric Admission Guidelines

I request the privileges checked above and attest that I have met the requirements for these privileges. I have crossed out any procedures that I do not currently perform or request. I understand that by making this request I am bound by the applicable bylaws, policies and procedures of the hospital and the Medical Staff and hereby stipulate that I meet the threshold criteria for each privilege requested.

Physician Signature

Date

Governing Board Approval

Date

X:\Departments\Medical Staff Services\Privilege Forms\FP Core With OB.Doc

Approved:
MEC: 7/28/2015

Appendix A:

The following are examples of procedures from the Family Medicine CORE, illustrating the depth of Family Medicine training. Not every applicant for privileges will choose to do all procedures within the core, and may elect to exclude those procedures from their privilege request.

- Arthrocentesis
- Incision and drainage (I & D) abscess
- Incision and drainage (I & D) hemorrhoids
- Breast cyst aspiration
- Burn care
- Excision of skin and subcutaneous lesions
- Excision of cutaneous and subcutaneous tumors and nodules
- Local anesthetic techniques
- Lumbar puncture
- Management of uncomplicated closed fractures and dislocations
- Needle biopsies
- Placement of anterior and posterior nasal hemostatic packing
- Perform skin biopsy or excision
- Peripheral nerve blocks
- Interpretation of electrocardiograms
- Management of non-penetrating corneal foreign body, nasal foreign body
- Repair of lacerations, including those requiring layer closure
- Suprapubic bladder aspiration
- Interpretation of electrocardiograms
- Vascular access and intubation of newborns
- Management of abnormal Pap, including colposcopy, cryotherapy and LEEP
- Insertion and removal of intrauterine devices
- Tracheal Intubation
- Circumcision
- Central Venous Line Placement
- Paracentesis/Thoracentesis
- topical intranasal therapy (sphenopalatine block)

Example list MATERNITY Core.

- Amniotomy
- Normal spontaneous vaginal delivery of a term vertex presentation, including ante- and postpartum care
- Dilation and curettage (D&C), including suction and postpartum
- Excision of vulvar lesions at delivery
- External and internal fetal monitoring
- Augmentation of labor
- Induction of labor
- Management of uncomplicated labor
- Manual removal of placenta, post delivery
- Operative or assisted vaginal delivery
- Oxytocin challenge test
- Post partum hemorrhage (PPH)
- Post partum endometritis
- Pudendal anesthesia
- Repair of episiotomy, including lacerations/extensions
- Repair of vaginal and cervical lacerations
- Dilation and Curettage for Incomplete Abortion

**Jefferson Healthcare
Internal Medicine and Family Medicine
Cardiac Privileges**

In addition to meeting requirements of Internal Medicine or Family Medicine, the following criteria apply:

Initial Privilege Requirement:

The applicant must meet one of the following criteria:

1. Board certified or eligible in Family Practice or Internal Medicine with confirmation of **treadmill training in residency** for the specific privilege requested, or,
2. Board certified in Family Medicine or Internal Medicine with **proctoring of at least 3 (three) routine treadmills** by a physician on the Active Medical Staff with current treadmill privileges in the specific privilege requested or,
3. Written confirmation from a hospital of **5 treadmill procedures** in the specific privilege request within the past year **and** a letter from the Department/Service Chair indication satisfactory performance.

Reappointment Requirement:

Documentation of clinical activity within the scope of privileges requested without significant quality variations Identified and evidence of at least 25+ tests for the previous year.

Check privileges requested	Cardiac Stress Testing Privileges	Review above criteria and indicate below (1,2,3) which criteria you meet for each privilege requested and attach documentation		
<input type="checkbox"/>	General treadmill interpretation	1	2	3
<input type="checkbox"/>	Supervision of Stress ECGs	1	2	3
<input type="checkbox"/>	Interpretation of Stress ECGs	1	2	3
<input type="checkbox"/>	Post myocardial infarction treadmill (inpatient)	1	2	3

For cardiac procedures performed at Jefferson Healthcare off-site facilities, please check:

_____ I attest to my ability to initiate emergency cardiac care

I request the privileges checked above and attest that I have met the requirements. I understand that by making this Request, I am bound by the applicable laws, policies and procedures of the hospital and the Medical Staff and hereby
Stipulate that I met the threshold criteria for each privilege requested.

Provider signature

Date

Proctoring physician signature (for at least 3 procedures)
if applicable

Date

Governing Board Approval

Date