

Due to the presence of multiple respiratory illness, Jefferson Healthcare is still highly encouraging practice of infection protocols. You may choose to attend this meeting virtually by accessing the below information or can attend in person in the Sheridan Conference Room at 915 Sheridan Street. Limited seating available.

**Audio Only:** Dial Phone Conference Line: **(509) 598-2842**  
When prompted, enter Conference ID number: **572 938 342#**

**Microsoft Teams Meeting:** Join on your computer or mobile app.  
This option will allow you to join the meeting live.  
[Click here to join the meeting](#)

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**Regular Session Agenda**  
Wednesday, March 27, 2024

<b><u>Call to Order:</u></b>	2:00
<b><u>Approve Agenda:</u></b>	2:00
<b><u>Cybersecurity Education:</u></b> Brandie Manuel, CPSQO	2:00
<b><u>Patient Story:</u></b> Tina Toner, CNO	2:30
<b><u>Public Comment:</u></b> Public comments are welcome orally, with a 3-minute limit, or may be submitted via email at <a href="mailto:commissioners@jeffersonhealthcare.org">commissioners@jeffersonhealthcare.org</a> , or written and addressed to Commissioners at 834 Sheridan Street, Port Townsend, WA 98368. Written submissions must be received by 5:00pm the day prior to the meeting.	2:45
<b><u>Minutes:</u></b> Action Requested	2:50
<ul style="list-style-type: none"> <li>• February 28 Regular Session (pages 3-6)</li> </ul>	
<b><u>Required Approvals:</u></b> Action Requested	2:55
<ul style="list-style-type: none"> <li>• Resolution 2024-05 Surplus Equipment (pages 7-11)</li> <li>• Resolution 2024-06 Canceled Warrants (page 12)</li> <li>• February Warrants and Adjustments (pages 13-18)</li> <li>• Medical Staff Credentials / Appointments/ Reappointments (pages 19-23)</li> </ul>	
<b><u>Financial Report:</u></b> Tyler Freeman, CFO	3:00
<b><u>Quality Report:</u></b> Brandie Manuel, CPSQO	3:15

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Jefferson Healthcare  
Owned and Operated by Jefferson County Public Hospital District No. 2  
834 Sheridan Street, Port Townsend, WA 98368  
We are an equal opportunity provider and employer.

Jefferson County Public Hospital District No. 2 Board of Commissioners acknowledge that Jefferson Healthcare is on the ancestral and contemporary homelands of the S'Klallam, Chemakum, Twana and other indigenous nations and we recognize these tribal governments' sovereignty across the region.

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***Break:*** 3:30

**Construction Report:** Jake Davidson, COO 3:45

**Administrative Report:** Mike Glenn, CEO 4:00

**Board Business:** 4:25

- Meeting Evaluation

**Conclude:** 4:40

This Regular Session will be officially recorded. The times shown on the agenda are estimates only.

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**Jefferson County Public Hospital District No. 2  
Board of Commissioners, Regular Session Minutes  
Wednesday, February 28, 2024**

**Call to Order:**

The meeting was called to order at 2:00 pm by Board Chair Buhler Rienstra. Commissioners in attendance included Commissioners Dressler, McComas, Kolff and Ready. Also, in attendance were Mike Glenn, CEO, Tyler Freeman, Chief Financial Officer, Jake Davidson, Chief Operating Officer, Molly Propst, Chief Human Resources Officer, Brandie Manuel, Chief Patient Safety and Quality Officer, Tina Toner, Chief Nursing Officer, Dunia Faulx, Chief Planning and Advocacy Officer, and Christina Avila, Executive Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

**Approve Agenda:**

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

**Action:** Motion passed unanimously.

**Methodology of Patient and Employee Satisfaction:**

Brandie Manuel, Chief Patient Safety and Quality Officer, presented the Methodology of Patient and Employee Satisfaction, including why patient engagement data is important, patients as informed consumers, patient engagement focus areas, real time surveys, the process and the goal, how we are doing, ambulatory patient experience 2023, 2024 goals and projects, culture of safety surveys, linking surveys to our strategic plan, employee surveys; culture of safety and employee engagement, survey summary, lessons learned and focus areas, and action items (themes). Discussion ensued.

**Patient Story:**

Tina Toner, CNO shared a presentation including the Patient Rounding Initiative, why we round on patients, patient rounding successes, and next steps. Discussion ensued.

**Public Comment:**

Angela Gyrko, a member of the public, introduced herself as a member of the Health & Wellness Action Group, and shared that she does not believe there are enough senior exercise classes. She stated that she has tracked multiple class offerings in the area, and most are full and waitlisted. She shared that she will be sending out a local survey to ask if more people want to join classes and will communicate with Commissioner Kolff for this initiative. Board Chair Buhler-Rienstra thanked Angela for her comment.

**Minutes:**

- January 24, 2024 Regular Session Minutes
- February 07, 2024 Special Session Minutes

Commissioner Dressler made a motion to approve the January 24, 2024 Regular Session Minutes and February 07, 2024 Special Session Minutes. Commissioner Ready seconded.

**Action:** Motion passed unanimously

**Required Approvals:** Action Requested

- Resolution 2024-03 Surplus Equipment
- Resolution 2024-04 February Cancelled Warrants
- February Warrants and Adjustments
- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Bylaws
- Delineation of Privileges

Commissioner Kolff made a motion to approve the Required Approvals. Commissioner Dressler seconded.

**Action:** Motion passed unanimously.

**Financial Report:**

Tyler Freeman, Chief Financial Officer, presented the January Financial Report. Discussion ensued.

**Quality Report:**

Brandie Manuel, Chief Patient Safety and Quality Officer, presented the February Quality Report, including cultivating a deeply rooted culture of safety, delivering care guided by the best evidence, eliminating health disparities, Quality Highlight: OB Quality Improvement and Teamwork, continuous improvement: qualitative blood loss measurement, the goal to be an award-winning, fully-accredited hospital: DNV Advanced Hip and Knee Replacement Certification (HKRC), and quality and safety projects and initiatives for Quarter 1, 2024. Discussion ensued.

**Break**

Commissioners recessed for break at 3:25 pm.

Commissioners reconvened from break at 3:40 pm.

**Construction Report:** Jake Davidson, Chief Operating Officer provided the February Construction Report. Discussion ensued.

**Administrative Report**

Mike Glenn, Chief Executive Officer, and Dunia Faulx, Chief Planning and Advocacy Officer, presented the February Administrative report. Discussion ensued.

**Executive Session**

Board Chair Buhler Rienstra announced that they will go into Executive Session for fifteen (15) minutes until 4:50 to discuss the Performance of a Public Employee as allowed by RCW 42.30.110 (g). Action is expected to be taken following the Executive Session.

Commissioners went into Executive Session at 4:35 pm.

Commissioners returned to regular session at 4:50 pm.  
No public was present on the line.

Commissioner McComas made a motion to adjust Mike Glenn's PTO plan to be in alignment with SLG PTO with a one-time cash out of up to 240 hours. Commissioner Kolff seconded.

**Action:** Motion passed unanimously

Tyler Freeman asked the board to clarify the proposed PTO plan for Mike Glenn. Discussion ensued.

Commissioner Kolff made a motion for Mike Glenn to cash out 240 hours PTO, shift to 120 hours having cash value, and automatically cash out up to 120 hours at year end of separation, with any hours over 120 being lost at year end or separation. Commissioner McComas seconded.

**Action:** Motion passed with four ayes and one abstention.

**Board Business:**

- Board of Health Report

Commissioner Kolff shared a Board of Health Report including Bonnie and Chief Black Fire Cares team presentation, Women's Choice Awards and invitation to Healthcare Podcast series, and Jefferson Healthcare Foundation website providing zoom information for a presentation from Mike Glenn. Discussion ensued.

**Foundation Update:**

Commissioner McComas provided a foundation update including Port Ludlow sessions and fundraisers, receiving \$400,000 grant from Murdock, and the Foundation continuing to participate in local events. Discussion ensued.

Commissioner Dressler informed the group that a grant of \$500 dollars was awarded for food bags for new moms by the Sunrise Rotary.

**Retreat Follow Up:**

Board Chair Buhler-Rienstra informed the group that Via provided a summary which included a recommendation for a quarterly generative meeting and suggested holding the first generative meeting in March as a special session. 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 5:12 pm.

Approved by the Commission:

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

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

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JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2024-05

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 #
Therapeutic Ultrasound	PT 0008;13-00399	T1993	INT001
TRS4000 Exerciser	WE0011	420785	TRS4000
Fuji Film Digitizer FCR x95000	2009	97250160 2009	CR-IR 362

APPROVED this 25<sup>th</sup> day of March 2024.

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 #2  
**Surplus Equipment Form**

Department: Physical Therapy Date: 3/15/2024  
Equipment to be declared surplus: Therapeutic Ultrasound  
Asset Number: PT0008, '13-00399 Serial Number: T1993  
Model Number: INT001

**Justification for declaring surplus:** (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other Broken - no parts/repairs possible

Depreciated value: \_\_\_\_\_

Mally Fuson  
Department Director Signature

Janet Pincus 3/15/24  
Materials Director Signature

**Recommended Disposition:**

- Send to surplus storage until \_\_\_\_\_ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor \_\_\_\_\_
- Send to recycler\* \_\_\_\_\_
- Placed with third party reseller \_\_\_\_\_
- Send to landfill\* \_\_\_\_\_

\*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to \_\_\_\_\_

Approved by Commission on \_\_\_\_\_ Resolution # \_\_\_\_\_



Jefferson County Public Hospital District #2  
Surplus Equipment Form

Department: WE-8770 Date: 3/8/2024

Equipment to be declared surplus: TRS 4000 EXERCISER

Asset Number: WE0011 Serial Number: 420785

Model Number: TRS 4000

**Justification for declaring surplus:** (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other Broken - not repairable

Depreciated value: \_\_\_\_\_

MF  
Department Director Signature

[Signature] 3/8/2024  
Materials Director Signature

**Recommended Disposition:**

- Send to surplus storage until \_\_\_\_\_ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor \_\_\_\_\_
- Send to recycler\* \_\_\_\_\_
- Placed with third party reseller \_\_\_\_\_
- Send to landfill\* \_\_\_\_\_

\*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to \_\_\_\_\_

Approved by Commission on \_\_\_\_\_ Resolution # \_\_\_\_\_

Jefferson County Public Hospital District #2  
**Surplus Equipment Form**

Department: Diagnostic Imaging Date: 3.11.2024

Equipment to be declared surplus: Fuji film digitizer FCR XG5000

Asset Number: 2009 Serial Number: 97250160 2009

Model Number: CR-1R 362

**Justification for declaring surplus:** (check all that apply)

- No longer supports current software
- End of life, useful life exhausted
- Not supported by original manufacturer, parts not available
- Cost of parts to repair exceeds cost of new equipment
- Technology outdated
- Removed or altered during remodeling process
- Other \_\_\_\_\_

Depreciated value: 0

M. Blanton  
Department Director Signature

Frank [Signature] 3/14/24  
Materials Director Signature

**Recommended Disposition:**

- Send to surplus storage until \_\_\_\_\_ if not pulled for service dispose in appropriate manner.
- Use as trade-in and return to vendor \_\_\_\_\_
- Send to recycler\* \_\_\_\_\_
- Placed with third party reseller \_\_\_\_\_
- Send to landfill\* \_\_\_\_\_

\*If another party wishes to take equipment from District at no cost the CEO shall have discretion to allow this.

Sell to \_\_\_\_\_

Approved by Commission on \_\_\_\_\_ Resolution # \_\_\_\_\_

Manufacturer **FUJIFILM Corporation**  
26-30, NISHIAZABU 2-CHOME, MINATO-KU,  
TOKYO 106-8620, JAPAN

**FUJI COMPUTED RADIOGRAPHY**  
**MODEL CR-IR 362**

50-60Hz  
120-240V~  
7A



Computed Radiography  
WITH RESPECT TO ELECTRIC SHOCK, FIRE  
AND MECHANICAL HAZARDS ONLY  
IN ACCORDANCE WITH UL 60601-1-CAN / CSA C22.2 NO 6011  
IEC 60601-1:11 53MK



2009

SN **97250160** **2009**

405N101664

**FUJIFILM Corporation**  
26-30, NISHIAZABU 2-CHOME, MINATO-KU,  
TOKYO 106-8620, JAPAN

MODEL **CR-IR 362**  
SERIAL No. **97250160**  
MANUFACTURED **DECEMBER**  
**2009** **FFTPH**

Complies with FDA performance  
standards for laser products except  
for deviations pursuant to Laser  
Notice No 50, dated (July 28, 2001).

umps and LCD display  
tain mercury.  
of properly.

JEFFERSON COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

RESOLUTION 2024-06

A RESOLUTION CANCELING CERTAIN WARRANTS IN  
THE AMOUNT OF \$3,602.69

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 \$3,602.69 be canceled.

<b>Date of Issue</b>	<b>Warrant #</b>	<b>Amount</b>
02/29/2024	296927	2.69
02/29/2024	297157	3,600.00
<b>Total</b>		<b>\$3,602.69</b>

APPROVED this 25<sup>th</sup> day of March 2024.

APPROVED BY THE COMMISSION:

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

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

Attest:

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

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

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

JEFFERSON HEALTHCARE  
834 SHERIDAN AVENUE  
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS  
FROM: TYLER FREEMAN, CFO  
RE: February 2024 WARRANT SUMMARY

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

General Fund Warrants & ACH Transfers	<b>\$25,463,606.11</b>	(Provided under separate cover)
Allowance for Uncollectible Accounts / Charity	<b>\$557,160.00</b>	(Attached)
Canceled Warrants	<b>3,602.69</b>	(Attached)

JEFFERSON HEALTHCARE  
834 SHERIDAN AVENUE  
PORT TOWNSEND, WA 98368

**TO: BOARD OF COMMISSIONERS**  
**FROM: TYLER FREEMAN, CFO**  
**RE: February 2024 GENERAL FUND WARRANTS & ACH**  
**FUND TRANSFERS**

Submitted for your approval are the following warrants:

**GENERAL FUND:**

304492 - 305920 \$10,265,647.29

**ACH TRANSFERS** \$15,197,958.82

\$25,463,606.11

**YEAR-TO-DATE:** \$53,145,167.06

Warrants are available for review if requested.

JEFFERSON HEALTHCARE  
834 SHERIDAN AVENUE  
PORT TOWNSEND, WA 98368

TO: BOARD OF COMMISSIONERS  
FROM: TYLER FREEMAN, CFO  
RE: February 2024 ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS, ADMINISTRATIVE, AND CHARITY CARE WRITE OFFS

Submitted for your approval are the following:

	February	February YTD	February YTD BUDGET
Allowance for Uncollectible Accounts:	205,672.00	1,158,645.00	594,793.00
Charity Care:	347,670.00	680,306.00	562,456.00
Other Administrative Adjustments:	3,818.00	157,062.00	270,494.00
	<hr/>		
<b>TOTAL FOR MONTH:</b>	<b>557,160.00</b>	<b>1,996,013.00</b>	<b>1,427,743.00</b>
	<hr/>		

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JEFFERSON HEALTHCARE  
834 SHERIDAN AVENUE  
PORT TOWNSEND, WA 98368

**TO: BOARD OF COMMISSIONERS**  
**FROM: TYLER FREEMAN, CFO**  
**RE: February 2024 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
2/29/2024	296927 FBO HOSPITAL DISTRICT #2	2.69
2/29/2024	297157 FBO HOSPITAL DISTRICT #2	3,600.00

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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)**

	February 2024 Actual	February 2024 Budget	Variance Favorable/ (Unfavorable)	%	February 2024 YTD	February 2024 Budget YTD	Variance Favorable/ (Unfavorable)	%	February 2023 YTD
<b>Gross Revenue</b>									
Inpatient Revenue	3,598,298	3,481,632	116,666	3%	7,579,919	7,203,376	376,542	5%	7,140,674
Outpatient Revenue	28,777,760	27,365,976	1,411,783	5%	58,107,042	56,619,261	1,487,781	3%	48,988,190
<b>Total Gross Revenue</b>	<b>32,376,058</b>	<b>30,847,608</b>	<b>1,528,450</b>	<b>5%</b>	<b>65,686,961</b>	<b>63,822,638</b>	<b>1,864,323</b>	<b>3%</b>	<b>56,128,864</b>
<b>Revenue Adjustments</b>									
Cost Adjustment Medicaid	1,502,077	2,439,506	937,429	38%	3,942,142	5,047,254	1,105,112	22%	4,419,040
Cost Adjustment Medicare	13,112,805	11,073,029	(2,039,776)	-18%	25,047,389	22,909,715	(2,137,675)	-9%	19,529,683
Charity Care	347,670	271,854	(75,816)	-28%	680,306	562,456	(117,850)	-21%	357,589
Contractual Allowances Other	3,033,475	2,707,888	(325,586)	-12%	5,677,250	5,602,527	(74,723)	-1%	5,416,928
Administrative Adjustments	3,818	130,739	126,921	97%	157,062	270,494	113,433	42%	137,078
Allowance for Uncollectible Accounts	205,672	287,484	81,812	28%	1,158,645	594,793	(563,852)	-95%	658,604
<b>Total Revenue Adjustments</b>	<b>18,205,516</b>	<b>16,910,499</b>	<b>(1,295,017)</b>	<b>-8%</b>	<b>36,662,795</b>	<b>34,987,240</b>	<b>(1,675,555)</b>	<b>-5%</b>	<b>30,518,922</b>
<b>Net Patient Service Revenue</b>	<b>14,170,542</b>	<b>13,937,109</b>	<b>233,433</b>	<b>2%</b>	<b>29,024,165</b>	<b>28,835,398</b>	<b>188,768</b>	<b>1%</b>	<b>25,609,942</b>
<b>Other Revenue</b>									
340B Revenue	272,958	472,890	(199,932)	-42%	535,716	978,393	(442,677)	-45%	577,868
Other Operating Revenue	178,741	292,391	(113,650)	-39%	437,406	604,947	(167,542)	-28%	283,604
<b>Total Operating Revenues</b>	<b>14,622,240</b>	<b>14,702,390</b>	<b>(80,150)</b>	<b>-1%</b>	<b>29,997,287</b>	<b>30,418,739</b>	<b>(421,451)</b>	<b>-1%</b>	<b>26,471,413</b>
<b>Operating Expenses</b>									
Salaries And Wages	6,685,758	7,096,154	410,396	6%	14,419,529	14,681,699	262,170	2%	13,131,380
Employee Benefits	1,596,546	1,634,934	38,388	2%	3,375,139	3,382,621	7,482	0%	2,977,344
Professional Fees	640,215	192,166	(448,049)	-233%	1,123,739	397,585	(726,153)	-183%	455,141
Purchased Services	927,935	1,218,277	290,341	24%	1,979,172	2,520,572	541,400	21%	1,959,490
Supplies	3,191,570	2,907,344	(284,225)	-10%	6,216,484	6,014,814	(201,670)	-3%	5,041,184
Insurance	135,139	142,772	7,633	5%	280,836	295,390	14,553	5%	175,009
Leases And Rentals	155,038	51,539	(103,499)	-201%	211,479	106,631	(104,847)	-98%	35,586
Depreciation And Amortization	424,053	409,435	(14,618)	-4%	848,107	847,107	(999)	0%	909,564
Repairs And Maintenance	87,294	127,132	39,838	31%	162,680	263,032	100,352	38%	178,196
Utilities	112,682	128,067	15,385	12%	255,398	264,966	9,568	4%	238,710
Licenses And Taxes	81,765	82,617	852	1%	181,354	170,932	(10,422)	-6%	143,494
Other	210,319	291,599	81,280	28%	528,466	603,309	74,843	12%	458,721
<b>Total Operating Expenses</b>	<b>14,248,315</b>	<b>14,282,036</b>	<b>33,721</b>	<b>0%</b>	<b>29,582,383</b>	<b>29,548,659</b>	<b>(33,724)</b>	<b>0%</b>	<b>25,703,819</b>
<b>Operating Income (Loss)</b>	<b>373,925</b>	<b>420,354</b>	<b>(46,429)</b>	<b>-11%</b>	<b>414,904</b>	<b>870,079</b>	<b>(455,175)</b>	<b>-52%</b>	<b>767,595</b>
<b>Non Operating Revenues (Expenses)</b>									
Taxation For Maint Operations	45,008	42,288	2,720	6%	90,016	87,493	2,523	3%	47,523
Taxation For Debt Service	-	-	-	0%	-	0	-	0%	36,693
Investment Income	413,355	193,967	219,388	113%	871,382	401,311	470,071	117%	32,555
Interest Expense	(582,297)	(390,793)	(191,504)	-49%	(1,164,594)	(808,537)	(356,058)	-44%	(142,371)
Bond Issuance Costs	-	(125,587)	125,587	100%	-	(259,836)	259,836	100%	-
Gain or (Loss) on Disposed Asset	-	-	-	0%	-	-	-	0%	-
Contributions	-	800,590	(800,590)	-100%	14,970	1,656,393	(1,641,423)	-99%	22,307
<b>Total Non Operating Revenues (Expenses)</b>	<b>(123,934)</b>	<b>520,465</b>	<b>(644,399)</b>	<b>-124%</b>	<b>(188,225)</b>	<b>1,076,825</b>	<b>(1,265,051)</b>	<b>-117%</b>	<b>(3,293)</b>
<b>Change in Net Position (Loss)</b>	<b>249,991</b>	<b>940,819</b>	<b>(690,829)</b>	<b>-73%</b>	<b>226,679</b>	<b>1,946,904</b>	<b>(1,720,226)</b>	<b>-88%</b>	<b>764,302</b>

**STATISTIC DESCRIPTION**

STATISTIC DESCRIPTION	FEBRUARY 2024						FEBRUARY 2023			
	MO ACTUAL	MO BUDGET	% VARIANCE	YTD ACTUAL	YTD BUDGET	% VARIANCE	MO ACTUAL	% VARIANCE	YTD ACTUAL	% VARIANCE
FTEs - TOTAL (AVG)	660	696	5%	666	696	4%	598	-10%	598	-11%
FTEs - PRODUCTIVE (AVG)	600	619	3%	596	619	4%	543	-10%	548	-9%
ADJUSTED PATIENT DAYS	3,611	2,845	27%	7,128	5,885	21%	3,080	17%	6,663	7%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	55	82	-33%	141	171	-18%	82	-33%	166	-15%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	339	277	22%	724	572	27%	336	1%	656	9%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	22	24	-8%	36	49	-27%	11	50%	11	69%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	416	383	9%	901	792	14%	429	-3%	833	8%
BIRTHS	7	6	17%	11	13	-15%	8	-13%	13	-18%
SURGERY CASES (IN OR)	124	126	-2%	258	260	-1%	120	3%	257	0%
SURGERY MINUTES (IN OR)	18,152	16,948	7%	37,833	35,064	8%	16,236	12%	35,020	7%
SPECIAL PROCEDURE CASES	86	82	5%	187	170	10%	80	8%	153	18%
LAB BILLABLE TESTS	22,236	20,518	8%	45,840	42,451	8%	19,615	13%	41,714	9%
BLOOD BANK UNITS MATCHED	33	42	-21%	77	87	-11%	53	-38%	92	-19%
MRIs COMPLETED	249	227	10%	482	470	3%	224	11%	441	9%
CT SCANS COMPLETED	649	609	7%	1,328	1,260	5%	615	6%	1,232	7%
RADIOLOGY-DEXA	82	121	-32%	178	249	-29%	111	-26%	271	-52%
X-RAYS COMPLETED	1,721	1,747	-1%	3,576	3,615	-1%	1,643	5%	3,409	5%
ECHOs COMPLETED	182	180	1%	376	372	1%	181	1%	382	-2%
ULTRASOUNDS COMPLETED	349	346	1%	721	716	1%	341	2%	677	6%
MAMMOGRAPHS COMPLETED	271	300	-10%	511	621	-18%	273	-1%	574	-12%
NUCLEAR MEDICINE TESTS	25	33	-24%	60	67	-10%	22	14%	65	-8%
TOTAL DIAGNOSTIC IMAGING TESTS	3,528	3,563	-1%	7,232	7,370	-2%	3,411	3%	7,051	3%
PHARMACY MEDS DISPENSED	20,979	21,961	-4%	44,193	45,437	-3%	20,253	4%	41,812	5%
ANTI COAG VISITS	302	343	-12%	634	709	-11%	346	-13%	728	-15%
RESPIRATORY THERAPY PROCEDURES	2,824	2,745	3%	6,533	5,679	15%	2,662	6%	5,394	17%
PULMONARY REHAB	87	102	-15%	163	212	-23%	104	-16%	164	-1%
CARDIAC REHAB SESSIONS	149	189	-21%	282	392	-28%	166	-10%	352	-25%
PHYSICAL THERAPY	6,179	6,495	-5%	12,691	13,438	-6%	5,470	13%	11,491	9%
OCCUPATIONAL THERAPY	1,089	1,194	-9%	1,985	2,470	-20%	1,280	-15%	2,751	-39%
SPEECH THERAPY	230	270	-15%	446	560	-20%	294	-22%	499	-12%
REHAB/PT/OT/ST	7,734	8,250	-6%	15,567	17,072	-9%	7,314	6%	15,257	2%
ER CENSUS	1,111	1,163	-4%	2,245	2,407	-7%	1,096	1%	2,162	4%
EXPRESS CLINIC	1,103	1,088	1%	2,180	2,251	-3%	1,148	-4%	2,194	-1%
SOCO PATIENT VISITS	199	214	-7%	381	442	-14%	100	99%	177	54%
PORT LUDLOW PATIENT VISITS	711	717	-1%	1,461	1,483	-1%	669	6%	1,299	11%
SHERIDAN PATIENT VISITS	2,625	2,647	-1%	5,774	5,476	5%	2,418	9%	5,282	9%
DENTAL CLINIC	399	461	-13%	853	954	-11%	444	-10%	898	-5%
WATERSHIP CLINIC PATIENT VISITS	1,172	1,205	-3%	2,354	2,492	-6%	1,063	10%	2,255	4%
TOWNSEND PATIENT VISITS	576	502	15%	1,141	1,039	10%	468	23%	1,004	12%
TOTAL RURAL HEALTH CLINIC VISITS	6,785	6,834	-1%	14,144	14,137	0%	6,310	8%	13,109	7%
CARDIOLOGY CLINIC VISITS	497	589	-16%	1,059	1,219	-13%	586	-15%	1,069	-1%
DERMATOLOGY CLINIC VISITS	742	710	5%	1,459	1,470	-1%	759	-2%	1,451	1%
GEN SURG PATIENT VISITS	312	321	-3%	685	665	3%	274	14%	577	16%
ONCOLOGY VISITS	397	638	-38%	806	1,320	-39%	460	-14%	1,010	-25%
ORTHO PATIENT VISITS	631	592	7%	1,307	1,225	7%	587	7%	1,170	10%
SLEEP CLINIC VISITS	161	185	-13%	366	382	-4%	139	16%	321	12%
UROLOGY VISITS	235	198	19%	494	410	20%	240	-2%	493	0%
OB/GYN CLINIC VISITS	326	311	5%	671	643	4%	260	25%	609	9%
WOUND CLINIC VISITS	132	175	-25%	244	362	-33%	125	6%	256	-5%
HANDS/PLASTICS	187	199	-6%	401	411	-2%	208	-10%	470	-17%
TOTAL SPECIALTY CLINIC VISITS	3,620	3,918	-8%	7,492	8,107	-8%	3,638	0%	7,426	1%
SLEEP CENTER SLEEP STUDIES	42	54	-22%	90	112	-20%	57	-26%	110	-22%
INFUSION CENTER VISITS	693	849	-18%	1,460	1,757	-17%	824	-16%	1,761	-21%
SURGERY CENTER ENDOSCOPES	68	72	-6%	143	148	-3%	49	39%	112	22%
HOME HEALTH EPISODES	63	72	-13%	157	149	5%	69	-9%	139	11%
HOSPICE CENSUS/DAYS	868	1,102	-21%	1,772	2,280	-22%	948	-8%	2,007	-13%
DIETARY MEALS SERVED	5,363	9,194	-42%	11,871	19,022	-38%	9,533	-44%	19,758	-66%
MAT MGMT TOTAL ORDERS PROCESSED	1,906	1,595	19%	3,762	3,301	14%	1,483	29%	2,950	22%

**FROM:** Medical Staff Services  
**RE:** 3/15/2024 Medical Executive Committee appointments/reappointments for Board approval 03/27/2024

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. Murphy, Lexa, PhD - Child Psychology
2. Flanders, Ingrid, FNP -Family Nurse Practitioner - Express Clinic
3. Pairitz, Anita, MD - Tele-Psychiatry - Array
4. Neil Jariwala, MD – Tele-Psychiatry – Array
5. Jason Friedman, MD – Tele-Neurology – Eagle
6. Costa, Ruxandra, MD – Tele-Neurology – Providence

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

1. Harris, Tracie, MD - Hospital Medicine - Internal Medicine
2. Haycox, Claire, MD - Dermatology

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

1. Lowenkopf, Theodore, MD - Teleneurology
2. Oveian, Margarita, MD - Teleneurology
3. Blum, Elyse, MD - Skagit Radiology

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

1. Christensen, Sara, PA-C - Certified Physician Assistant
2. Jeffery Choffel, RPA - Skagit

**Recommended Temporary Privileges:**

1. N/A

**Recommended POCUS Privileges:**

1. N/A

**Medical Student Rotation:**

1. Shelly Zinghang

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**Disaster Privileging**

1. N/A

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

1. N/A

**Resignations:**

1. Moll, Steven, DO - Family Medicine - Retired 2/4/24
2. Koomen, Anne, ARNP - Allied Health - Resigned 2/2/2024 per HR

**Policy and Privilege Review**

**Policies**

1. Telepsychiatry Delineation of Privileges - Updated
2. Psychology PhD & PsyD Delineation of Privileges - Updated

**Privileges**

3. N/A

**Jefferson Healthcare  
Delineation of Privileges  
Psychology PhD. and PsyD**

To be eligible to request core privileges in psychology, the following minimum threshold criteria must be met:

Basic Education:

- Successful completion of a doctorate degree in psychology (PhD or PsyD) from a program accredited by the American Psychological Association; AND
- APPIC-Accredited Internship
- One year of formal postdoctoral fellowship in clinical psychology; OR
- Two years of supervised postdoctoral work If required by Washington state or state doctorate degree was earned

Certification:

- Maintenance of Washington State licensure
- Board Certification by OR Board Eligible for the American Board of Professional Psychology (ABPP)

Initial requirements:

Applicant must provide documentation of provision of psychology services to at least 15 patients representative of the scope and complexity of the privileges requested during the previous year (waived for applicants who completed training during the previous year).

Clinical Experience (Reappointment): Applicant must provide documentation of provision of clinical services to a representative sample of patients within the scope and complexity of the privileges requested during the previous 24 months.

Core Privileges in Psychology

Description: Work directly with patients, as well as groups (families, patients of similar psychopathology), using a wide range of assessment and intervention methods to promote mental health and to alleviate discomfort and maladjustment.

Includes the assessment, diagnosis and treatment for mental, physical, emotional, and behavioral disorders using psychological testing and mental status examination for patients ages \_\_\_\_ - \_\_\_\_ years old.

Assessment, diagnosis, and treatment methods include:

- Biofeedback
- Hypnosis
- Interpretation of psychometric testing (MMPI)
- Administration and interpretation of neuropsychological testing

**Jefferson Healthcare  
Delineation of Privileges  
Psychology PhD. and PsyD**

TO BE COMPLETED BY APPLICANT:

I request the privileges checked above and attest that I have met the requirements for these privileges. I have crossed out any methods for which I do not have requisite training or recent experience, or currently do not 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.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Board Date \_\_\_\_\_

DRAFT

**Jefferson Healthcare**  
**Tele-Psychiatry Consultations**  
**Delineation of Privileges**

To be eligible to request **TELECONSULT** privileges in psychiatry, 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 psychiatry.
- Current certification or active participation in the examination process leading to certification in Psychiatry by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and Psychiatry. Must have current re-certification, if required by certifying board.

Applicants for initial appointment may be requested to provide documentation of the number and types of clinical cases during the past 24 months.

**Reappointment requirements:**

Current demonstrated competency and an adequate volume of experience with acceptable results in the privileges requested for that past 12-24 months based on results of quality assessment/improvement activities and outcomes.

**Psychiatry Core Privileges for adult: Requested**

- Via video conferencing providing tele-consultation for patients of all ages presenting with mental, behavioral, addictive, or emotional disorders, e.g. psychoses, depression, anxiety disorders, substance use disorders, developmental disabilities, sexual dysfunction, and adjustment disorders. Patients ages \_\_\_\_ - \_\_\_\_ years old.

**Psychiatry Core Privileges for children and adolescents: Requested**

- Via video conferencing providing tele-consultation for patients of all ages presenting with mental, behavioral, addictive, or emotional disorders, e.g. psychoses, depression, anxiety disorders, substance use disorders, developmental disabilities, sexual dysfunction, and adjustment disorders. Patients ages \_\_\_\_ - \_\_\_\_ years old.

**Requirements:**

Additional post-graduate training in child and adolescent psychiatry or documentation of 2 years work experience specific to the care and treatment of children and adolescents

**Addiction Psychiatry Core Privileges:**

- Requested**

Via video conferencing providing tele-consultation for patients with mental problems related to addictive disorders and the special and emotional problems related to addiction and substance use disorders (alcoholism and other drug dependencies, such as psychoactive drug use and addiction), utilizing all forms of psychological and social treatment, including medications.

**Requirements:**

Additional post-graduate training in addiction psychiatry or documentation of 2 years work experience specific to the care and treatment of addictive disorders.

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