

Lost Rivers Medical Center

BOARD MEETING MINUTES

LRMC's Mission Statement: Lost Rivers Medical Center will provide high-quality, compassionate primary and preventative health care and emergency services to meet the needs of the Lost River Valleys and surrounding communities.

LRMC conference room 2/31/24 7:00pm

Attendees: , LeeAnn Betzer, Cindy Kimball, Jamie Gilchrist, David Callister Howard Wood, Sherlene Traughber, Jared Lambson, Brad Huerta, Lacy Thorngren, Hal Jardine, Travis Andersen, Kami Matzek

Topic	Information and/or Motions	Motion By	Seconded by	Carried- yes or no
Called to order: Chairman- David Callister	7:00PM Discussion about the new time of 4 th Wednesday at 6:00PM passes All thought the new packet format was a good change.	Sherlene Traughber	Howard Wood	Pass- All vote Yes
Visitor-				
Approval of January 30, 2024 meeting minutes	Motion to approve meeting minutes	Hal Jardine	Jared Lambson	Pass- All vote Yes
Foundation report	Plan to hold the annual Golf Tournament June 24 th - playground equipment A meeting will be held in March			
Auxillary report	No Report			
Credentialing- Chris Richmond	Joshua Kunz- CRNA Stephen Savioli- MD	Travis Andersen	Hal Jardine	Pass- All vote Yes
Policies and Procedures - Jamie Gilchrist	February Policy and Procedure List Sterile Processing Policy and Procedure Manual- Minor edits Infection Control Scabies and Lice – New Bedbugs – New Refrigerator Monitoring Forms Covid Nursing Services Policy and Procedure Manual PICC Line Removal Policy	Sherlene Traughber	Hal Jardine	Pass- All vote Yes

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	<p>PICC Central Line Dressing Change Internal Tube Feedings Nursing Care Plan Skin Care Treatment Guidelines Special Procedures – Who Which What Wound Care treatment Staffing Nursing – Edit for response time to 30 minutes Pain Assessments Crash Carts Autopsy Coroner Blood Bank Policy and Procedures Blood Bank Refrigerator QC Radiology Policy MRI Patient Screening Protocol Pharmacy Range of dosing Compliance/Risk Practitioner Treatment of Self and family – edit to add nursing Disaster Plan – Chain of Command Chart Patient non-discrimination HIPAA Policy and Procedure Manual Lab Policy and Procedure Manual Job Description and Responsibilities General Supervisor Job Description and Responsibilities Laboratory Director Job Description and Responsibilities Technical Supervisor Lab Sysmex XN1000 Hematology Controls CTHG Labco Urinalysis Policy Form – Covid Standing Order Informed Consent – New Medical Record Policy and Procedure Manual Electronic Signature Policy PHI Authorization to Access Inpatient Charge Sheet Request for revised diagnosis Medical Staff Bylaws – minor edits, updated “physician” to “independent licensed practitioner” where applicable. Removed CRNA needing oversight from a physician section. Peer Review policy – full edits to align with our process. Timeliness of Documentation policy – excluded nurse visits and visits re-opened by medical records from the 72-hour rule.</p>			
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	<p>Rules and Regulations – minor edits, updated “physicians” to “independent licensed practitioner” where applicable and made formatting changes to align with Bylaws.</p> <p>Med Management vaccine reaction children and teens - New</p> <p>Health screenings policy and procedure – removed references to OSCAR program and updated with new dates.</p> <p>Human Resources</p> <p>New Hire Policy</p> <p>Hep B Vaccination</p> <p>Intro to LRMC</p> <p>Benefits following retirement</p> <p>HR Employee Benefits</p> <p>Performance Evaluation – Form</p> <p>Social Media Policy</p> <p>Social Media Policy Guidelines</p> <p>Guest Services Acceptable Use Policy</p> <p>Public Social Media Guideline</p>			

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LRMC conference room 11/23/2021 7:00pm

Zoom link provided

Topic	Information and/or Motions	Motion By	Seconded by	Carried- yes or no
<p>Administrative Report- Brad Huerta, CEO</p>	<p>LRMC continues to gather data and prepare its application for its new STEMI (heart attack) designation. Once the application is approved and the subsequent survey passed, LRMC will be both a designated rural Trauma and STEMI Center. Additionally, LRMC will now be able to count and bill for additional trauma designated cases due to a policy designation change by both the state and national accrediting agencies.</p> <p>This past month LRMC underwent its annual DNV survey. On February 13th DNV surveyors undertook their yearly inspection of LRMC, its services lines, clinical processes and overall facility operation, infrastructure, and quality. All categories were assessed and once again, LRMC passed with only minor issues found (most of which were facility based; ie.... an old building). Of special note, LRMC remains one of the first rural hospitals in Idaho to obtain this certification and still maintains this status as “Best in Class”. The distinction, (aside from independently verifying LRMC as one of the best rural facilities in the state) also allows for LR</p> <p>The surgical volume for the month of February remained stable, with all available slots being filled and 90% of March already full as well. April dates are being booked now. In February, LRMC switched to a new CRNA group (anesthesia) due to the existing group’s loss of staff. The move is cost neutral and will allow for more scheduling flexibility. Additionally, there has been enough of a volume increase in the service line that LRMC is now doing two surgical days a month MC to forgo once again any and all state surveys.</p> <p>This past month, LRMC also completed its annual unemployment benefit audit. Once again, through diligent application of both our policies and state guidelines for employment, LRMC had zero payouts in 2023. (This is the equivalent savings of \$37,318.00 this past year)</p> <p>This past month, LRMC received its semi-annual tax levy payment from Butte County. This payment was reflected in the January financial report. Custer County’s payment is forthcoming and will be counted in the February financials (reported in March) NOTE: All county levy payments are due by January 31st.</p> <p>LRMC, once again, has been selected to participate in a statewide grant in the approximate amount of \$125,000.00 this year. The pilot project will entail the concept of “prescription produce” that will distribute weekly cash payments for up to 50 low-income families in the area for fresh</p>			

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	<p>produce. The grant is made possible due to a funding source from the Idaho Department of Health and Welfare. UPDATE: The new grant, if awarded, would be administered through the “The Hospital Cooperative” (THC) organization in Pocatello. At this time, THC has reapplied for the grant since last year and remains hopeful that it will be successful this year.</p> <p>LRMC has begun the evaluation process of updating its “Charge Master”. This is the overall document that sets facility prices for the medical services we provide. Done every three years and benchmarked against all of the other hospitals in Idaho (with weighted interest given to regional rural CAHs in the COOP), the document serves as the primary source of LRMCs pricing policies and practices so as to keep up with adjusted inflation and operational costs. The process should be complete by 2024.</p> <p>LRMC has seen continued and significant growth over the last several months in its reference lab operations. The new addition of several key accounts has jumped our month-over-month sample size (in the past few months) by over an additional 70 plus samples a month. The program continues to be a revenue leader at the facility and is running smoothly. LRMC finished the month of January with over 883 samples completed. End of month numbers for February are also trending towards over 945 samples as well.</p> <p>LRMC is currently in the process of updating and replacing two of our operational computer servers to better secure “cloud” operations and increase redundancy in protected HIM. Full implementation should be realized by the end of February.</p> <p>LRMC continues the process of evaluating a new service line. In January, LRMC began the initial planning for offering on-site dialysis and determine its feasibility. It is (at this time) very likely that this new service would be possible with recent advances in portable technology improving both area patient care and convenience. If successful, LRMC could launch this new program in the summer of 2024 and be the first and only hospital in Idaho to offer this service.</p>			
<p>Capital Expenditures - LeeAnn Betzer CFO</p>	<p>Refrigerant Detector - \$5953.00</p>	<p>Jared Lambson</p>	<p>Travis Andersen</p>	<p>Carried- All voting Yes</p>

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Financial Performance- LeeAnn Betzer CFO	Financial Review was presented, by LeeAnn Betzer Financial performance was presented and the November and December write offs were approved: Hospital- \$121,710.66 Clinic\$1,466.82	Hal Jardine Travis Andersen	Howard Wood Hal Jardine	Carried- All voting Yes Carried- All voted Yes
Adjourn- Chairman David Callister	A brief discussion about the idea of how useful hospital brag ad in the Arco advertiser and its benefit to the community to know what we have been accomplishing, and 2 bills in legislature and the potential effects on LRMC, we adjourned at 8:30PM	Hal Jardine	Sherlene Traugher	Carried- All vote Yes

David Callister- Chairman

Date:

Travis Andersen- Treasurer/ Secretary

Date:

