

Cleaning Mobile Clinic Policy – Julie Able

3. HIPAA Policy and Procedure 12(revised) Jonathan Kolarik



Hospital District #6 Harper County
485 N KS HWY 2, Anthony, KS 67003
620.914.1200
pattersonhc.org

Mission Statement: Hospital District #6 provides high quality, patient and family centered health and wellness Services in partnership with our communities.

HD#6 HOSPITAL BOARD REGULAR MEETING
April 27, 2023 – 5:15 p.m. – Patterson Health Center, Large Conference Room

PRESENT:

Board of Directors – Alan Patterson, Tim Penner, Kara Bello, Amy Walker, Stan Wedman, Pam Fallis, Jan Lanie

PHC – Sarah Teaff, CEO; Lori Allen, COO; Sandra Owen, Contoller; Kim Barwick, Human Resources Director; Jonathan Kolarik, Risk Manager; Paige Wise, Senior Executive Assistant

Guests – Dolores Seifert

CALL TO ORDER: Patterson called the meeting to order at 5:15 pm.

BOARD EDUCATION or PRESENTATIONS: Chad Austin, President, and Audrey Dunkel, Vice President of Government Relations, Kansas Hospital Association, provided a legislative update at both the state & federal level. Issues of current focus include workforce and hospital financial viability legislation. Senate bill 174 increases the penalty for assaulting a healthcare worker. Apprenticeship programs to create a pipeline for future healthcare workers is also on the docket. Funding is also being sought to help hospitals in situations where mental health patients cannot be transferred for an extended period. Prior authorization challenges require further conversations to move forward with legislation. The 340b program is also a significant item being debated by the legislature. There have been significant changes recently that have negatively impacted Kansas hospitals. KHA continues to advocate for Medicaid expansion in Kansas. It is a priority for the current governor. The best way to support KHA and Kansas hospitals is to engage with elected officials. Attend town halls meetings and any other opportunities to talk to your representatives about the importance of healthcare in the community. KHA also has a political action committee to support candidates who are focused on the interests of healthcare. PAC donations mostly support state level candidates. The PAC determines where those funds go.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Minutes of the March 23, 2023, regular board meeting was presented for approval. Motion by Penner; seconded by Lanie to approve minutes as presented. Motion carried unanimously.

DEPARTMENT REPORTS, POLICY REVIEW & APPROVAL:

Jonathan Kolarik RN, RM/CCO provided the first quarter Security Risk Analysis, the monthly Risk Management and Corporate Compliance reports for review. The HIPPA Master policy was presented for approval.

Quality Assurance & Performance Improvement Plan Annual Review – There are no changes to the QAPI, it does require annual review and approval. The QAPI was approved as presented. Motion by Wedman; seconded by Bello. Motion carried unanimously.

Rural Health Clinic – The Treatment of Minors policy was tabled until next board meeting.

The QAPI Plan and HIPPA Policy were approved as presented. Motion by Fallis; seconded by Wedman. Motion carried unanimously.

MEDICAL STAFF AND CREDENTIALING REPORT:

Credentialing appointments, reappointments and resignations were presented as approved by the Executive Medical Staff on April 26, 2023 – there was one new appointment, five reappointments, and five resignations. The Board approved the medical staff and privileges as presented. Motion by Penner; seconded by Wedman. Motion carried unanimously.

OPERATIONS REPORT:

The mobile clinic's expected delivery date is May 18, 2023. A design wrap has been selected. Work continues with the compliance team to obtain rural health clinic certification. Scheduling is being considered, when the unit is not being used as an RHC it can be used for community benefit opportunities.

Discussion was held about the property around the old Harper building, a buyer is interested in purchasing the land across the street as well as the land where a portion of the building previously stood. Plans are to move forward with the sale. Board members requested that if the area is not developed within a certain period, that we have the first option of getting the land back.

Hospital week is May 8 through 12 and plans are underway by the Lemonheads, internal team of hospital employees, have selected *Summer Splash* for a theme with activities planned daily. The Foundation will serve ice cream to employees one day and board members/leadership team have planned a cookout for staff.

Allen reviewed in detail the changes to the 340b program which have influenced hospital revenue. Comparing through March 31, 2023, to the same period in 2022 revenues have decreased dramatically by just under \$300,000. Several factors are in play that account for the decrease. Various options are being investigated to mitigate current decreases. Allen provided a four-year trending analysis that reflects an estimated loss of just under \$100,000 in revenue per month.

Childcare options are being explored with local providers. Staffing issue are the biggest challenge to the daycare available in the area. Some providers have spots available but cannot accept children because they do not have the staffing ratio.

Teaff introduced Paige Wise, Senior Executive Assistant. No buyer has come forward for the Anthony Hospital building. The demolition contract will become effective May 1, 2023, if no buyer is found. The COVID Public Health Emergency will end May 11, 2023. PHCs masking policy will continue because it will be required by CMS. Recently the hospital has been successful in hiring both a Respiratory Therapist for SCDME and a Physical Therapist. Both individual will begin employment May 1st.

FINANCIAL STATEMENTS: Owen reported on the April 2023 Financials. April's activity in cash accounts was reviewed that included payments received and expenses paid out. Revenue included property tax revenue from Harper and Kingman counties and grant funds from HRSA Vaccine Confidence Grant in the amount of \$55,159.58. Payments received from insurance and patients were \$1,655,287.43. April included three payrolls. Days Cash on Hand remain strong at 170 days: well above the average of 43.21 days for Kansas Critical Access Hospital. Patient Accounts Receivable decreased with a total AR balance of \$2,678,177.00 and AR Days at 30. Gross Patient Revenue for April was \$1,978,743; a YTD decrease of \$59,551 compared to April 2022. Inpatient Revenue has a YTD decrease of \$24,717 or a difference of 42 days compared to April 2022. Outpatient revenue has a YTD increase of \$294,949 or 9.64%. Areas of increase in Outpatient services include Lab, CT, Sonogram, and Pain Management. Total Operating Revenue has a YTD increase of \$224,820 or 4.53% over April 2022. Total Operating Expenses were \$2,039,566 for the month of April with a YTD decrease of 6.60%. A reminder that depreciation expense is recorded monthly on the

income statement as a cost of assets/expense but is considered a non-cash expense. The majority of the depreciation expense continues to relate to the new facility and equipment which positively impacts the Medicare Cost Report on the calculation of our Medicare reimbursement rates. YTD Depreciation expense is \$700,695.00.

A Net Loss of \$152,120 was reported for the month of April with a YTD Loss of \$456,481.00.

Accounts payable for April was \$2,143,618.25. Motion by XXX seconded by XXXX to approve accounts payable. Motion carried unanimously.

HARPER COUNTY HEALTH FOUNDATION (HCHF): Bello reported on the last HCHF meeting. The group has supported the Imagination Library. Funds for David Hall's memorial were received for the dialysis program. The group discussed scholarships for high school and college students. The group is currently planning the golf tournament. They are also considering providing donor buttons for the dialysis fund. A video featuring Hal Greve was recorded by Marketing Director, Kristen Birket. The Foundation will be launching their capital campaign for the dialysis program at the hospital's May 22, 2023, annual meeting.

UNFINISHED BUSINESS: In preparation for the annual meeting in May, the Nominating Committee has been provided instructions regarding their role. The Nominating Committee includes Austin Greve, Loretta Kerschen, Beth Davis, Marla Wedman, Shannon Ummel, Dan Cashier. Terms are ending for Tim Penner and Alan Patterson. Patterson is not eligible for an additional term as he is served the maximum three terms. Penner is eligible and willing to run again. Nominations will be provided by the committee on May 9th. The Hospital Annual Meeting is scheduled for May 22, 2023.

Country Care Hospice bylaws were provided. Legal counsel has reviewed and provided changes. The document has been uploaded for board members to review for action at the next board meeting.

NEW BUSINESS: The regular meeting in May is scheduled for May 25, 2023. Discussion was held to ensure a quorum will be present. The regular meeting will remain on May 25, 2023.

EXECUTIVE SESSION: Members entered executive session at 7:10 p.m. to discuss non-elected personnel. Open session to resume at 7:20pm. Motion made by Lanie; seconded by Walker. Motion carried unanimously.

ADJOURNMENT: There was no further business and the meeting adjourned at 7:20pm. Motion made by Lanie; seconded by Wedman. Motion carried unanimously.

Kara Bello, Secretary

Approved by the Board on _____(Date)