



Hospital District #6 Harper County
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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

March 28, 2024 – 5:15 p.m. – Patterson Health Center, Large Conference Room

PRESENT:

Board of Directors – Jan Lanie, Kara Bello (Teams), Pam Falis, Stan Wedman, and Tim Penner.

PHC – Sarah Teaff, CEO; Lori Allen, COO; Sandra Owen, CFO; Jonathan Kolarik, Risk Management; Amber Speer, Infection Prevention; Paige Wise, Executive Assistant; Bill Rossmiller, IT; Robert Ritter, IT Director; and Amanda Vaughn, Radiology Manager.

Guests – Cheryl Moon, Deloris Seifert

CALL TO ORDER: Lanie called the meeting to order at 5:18 pm.

BOARD EDUCATION or PRESENTATIONS:

- KHA trustee education
 - Sarah presented a video from KHA, Future Trends in Health Care. The video spoke about seven trends happening in healthcare and what the presenter spoke about at a trustee conference that Sarah attended recently.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Minutes of the February 22, 2024, regular board meeting was presented for approval. Motion to approve by Penner; seconded Wedman by to approve minutes as presented. Motion carried unanimously.

DEPARTMENT REPORTS, POLICY REVIEW & APPROVAL:

- Risk Management – Jonathan Kolarik
 - Monthly report
 - Risk Management plan.
- Dialysis Policy & Procedure – Lisa Apperson
 - New policies and procedures presented for the Dialysis program.
- Health Information & Medical Staff Policy & Procedure – Cheryl Moon
 - Cheryl updated all her policies to reflect the current year.
- Diagnostic Imaging Policy & Procedure – Amanda Vaughn
 - Updated all her policies to reflect the current year.
- Quality Assurance & Performance Improvement Plan – Amber Speer
 - Updated all her policies to reflect the current year.
- Bed Bug Policy – Amber Speer
 - Speer updated the current policy to reflect what the facility will be doing going forward.
- Admitting Patients under 18 in Hospital Policy & Procedure– Heather Reames

The motion by Lanie, seconded by Bello to approve documents as presented. Motion carried unanimously.

MEDICAL STAFF AND CREDENTIALING REPORT:

Credentialing appointments, reappointments and resignations were presented as approved by the Executive Medical Staff on February 28 & March 27, 2024 – there were four new appointments, twenty reappointments, and two resignations. The board approved the medical staff and privileges as presented. Motion by Fallis, seconded by Penner. Motion carried unanimously.

OPERATIONS REPORT:

COO:

- Change health care was the victim of a cyber-attack in February. They are the company PHC uses for clearing house for claims. Change Health Care has shut down till they are able to get back up and running, but they are still down. Starting February 21st, PHC was not able to be sent out claims, this went on until March 12th. The business office manually keyed in the claims during that time. The facility has since changed to a different clearing house. There is still some extra work being done due to the cyber-attack, trying to get caught back up.
 - The electronic remitters device is something else that got affected by the attack, this is still down. Due to this the business office is manually posting these items in our system to keep the process running.
 - 340B program was also affected. Macro Helix was the program that we sue that was affected. February 21st to March 7th no information was able to go into Macro Helix.
- PHC has switched 340B consultants. The new contact has found some more opportunities that PHC can have for some revenue with the program.
- Longer term repayment option through Kanza Bank, which has been recently discontinued. There was not a lot of volume for the program, so they decided to no longer have the program. We are currently looking into other options. The main option that is currently being discussed would be like a credit card to pay the fees rather than the loan program.
- Lori uploaded a quote for boil cleaning. There is an alarm going off for our boiler system, which is needing being cleaned to fix this issue. The boilers have not been cleaned yet since moving out to this location. Once they are cleaned this time, they will be put on a maintenance schedule to do every couple of years.
 - Motion made by Penner; seconded by Bello. Motion carried unanimously.
- Community Health Needs Assessment survey closed, there will be a town hall meeting held at Chaparral April 4th to discuss the survey. There will be dinner provided for community members that come to the meeting. The results will be used to help with the strategic planning later this year. Ended up with 271 responses to the survey.

CEO:

- Dialysis update, there were 2 machines purchased and should be here on April 2nd to be installed. Once they are installed there will be an open house for the board and health foundation to come and see.
- Will be pursuing some provider recruitment. There will be two nurse practitioner positions posted. The hospital would like to try to switch to in-house hospitalists rather than having our telemedicine company.
- Rural health clinics are participating in an integrated behavioral health program. This program will help integrate behavioral health into our primary care in our clinic. We will get funding for this participation. There will be \$12,000 funded for the planning processes for the program. Karlie Parker has agreed to be our provider champion for the program.
- Strategic planning session. Sarah has discussed bringing in an outside facilitator to help with this process. Sarah would like to do every 3 years to align with our Community Health Needs Assessment. Mid-June is when the facilitator will be able to come down to help with this process. Sarah wanted the board's options on a one-day session or a two-day session since the board will be in on the planning session. Sarah will send out an email with the dates to get it narrowed down.

FINANCIAL STATEMENTS:

Owen reported on the February 2024 Financials. February's activity in cash accounts was reviewed that included payments received and expenses paid out. Payments received from insurance and patients were \$1,139,888.82. February included three payrolls paid out but two recorded on the Profit and Loss Statement due to the accrual basis. There were five account payable runs in the month of February when usually there are only four in a month. Cash on Hand remains strong at 177.48 days: well above the average of other Kansas Critical Access Hospitals. Patient Accounts Receivable increased with a total AR balance of \$2,979,548.00 and AR Days at 34.06. The Change Healthcare cyber-attack that occurred on February 21st did impact accounts receivable and will have future impact on the timeliness of claim processing and payments received. Gross Patient Revenue for February was \$1,961,538; a YTD increase of \$63,130 compared to February 2023. Inpatient Revenue increased for the month of February compared to January with patient days of 46. Swing bed revenue also increased in February with 87 patient days. Outpatient revenue has a strong 13.27% or \$296,917 YTD increase over February 2023. ER, Lab, and Wound Care are some departments that have seen a YTD increase in patient services. Total Operating Revenue has a YTD increase of \$79,416 or 2.28% over February 2023. Total Operating Expenses were \$2,109,840; a monthly increase of \$68,265.00. A Net Loss of \$265,755 was reported for the month of February with a YTD Loss of \$323,763. A reminder that depreciation expense is recorded monthly on the income statement as a cost of assets 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 of \$499,595 is included in the 2024 YTD Profit and Loss Statement.

Accounts payable for February were \$1,346,505.28. Motion by Fallis seconded by Wedman to approve accounts payable. Motion carried unanimously.

HARPER COUNTY HEALTH FOUNDATION (HCHF):

- Discussed potential funding projects for the future.

UNFINISHED BUSINESS: none**NEW BUSINESS:**

- Nominating Committee
- I-Stat Purchase
 - Motion by Lanie seconded by Penner to use the grant funds from Patterson Family Foundation for the purchase of this new machine. Motion carried unanimously.

EXECUTIVE SESSION:

At 6:47 p.m. members entered executive session until 7:09p.m. to discuss non-elected personnel. Motion made by Lanie; seconded by Fallis. Motion carried unanimously. The open session resumed at 7:09p.m.

ADJOURNMENT: There was no further business, and the meeting was adjourned at 7:09pm. Motion made by Lanie; seconded by Penner. Motion carried unanimously.

Kara Bello, Secretary

Approved by the Board on _____(Date)