

Wheatland Memorial Healthcare
Medical Staff Meeting

The Meeting of the Medical Staff of Wheatland Memorial Healthcare was held on December 11, 2018 in the HEC.

MEMBERS PRESENT:

Joan McMahon, MD & Chief of Staff Hannah Sexton, MPA-C
Charlotte Jutila, MD (via phone) Becky Sturdevant, FNP

Excused: Kary Engle, PA-C Jamie Goldberg, FNP

OTHERS PRESENT:

Rick Poss, CEO Allison Fenley, DON
Tina Barnhart, Admin. Assistant Jane Moe, Foundation/Compliance
Gia Holway, Clinic Director Don Amundson, Trustee

WELCOME AND INTRODUCTION

Dr. McMahon called the meeting to order at 5:05 PM.

NOVEMBER MINUTES

The November minutes were reviewed. Upon motion that was duly made by Ms. Sexton and seconded by Ms. Sturdevant, the November minutes were adopted as written.

REGULAR AGENDA

I. CEO Report

- a. Mr. Poss stated a BiPAP machine would be good to have in our facility.
 - i. Mr. Poss stated the providers will have input on the type of machine that will be purchased.
 - i. Mr. Poss will contact Avera and a couple other facilities to get their recommendations on machines.
 - ii. Mr. Poss will bring a couple recommendations to the next Med Staff meeting for providers to review.
 - ii. Mr. Poss requested the clinic and providers order a procedure chair.
 - iii. Mr. Poss announced the purchase of an Ultrasound Probe and Trophon with a \$40,000.00 donation from an anonymous donor.

II. Policy & Procedure Review

- a. Ms. Barnhart presented Trauma Protocols for Med Staff approval.

- b. *Upon motion duly made by Ms. Sexton and seconded by Dr. Jutila the Backboard Removal, Geriatric Trauma Triage and Admit, Long Bone Fracture Management, Trauma Team Activation Time, and C-Spine Clearance Protocols were approved as presented.*
- c. *Ms. Barnhart presented the Anaphylactic Protocol for Med Staff approval.*
- d. *Upon motion duly made by Ms. Sexton and seconded by Ms. Sturdevant the Anaphylactic Protocol was approved as presented.*

III. Foundation/Marketing/Compliance

- a. *Ms. Moe announced the Tree of Remembrance Fundraiser raised \$3,450.00 to purchase a C.O.W for the hospital.*
- b. *Ms. Moe announced the SHIP grant was approved for \$12,000.00.*
 - i. *This money can be used for value-based purchasing or accountable-care purchasing.*
- c. *Ms. Moe announced the receipt of \$50,000.00 for the endowment.*
- d. *Ms. Moe has been advertising for the Flu Clinic and a full-page add on the arrival of Dr. Church and his scope of practice.*
- e. *Ms. Moe will begin working on a staff survey to see what staff knows about compliance.*
 - i. *Ms. Moe will use this as a quality measure and monitor.*

IV. DON

- a. *Ms. Fenley sent out the formulary for the providers to review.*
 - i. *Several changes were discussed. Providers will mark changes in red and send back to Ms. Fenley.*
 - ii. *Ms. Fenley reminded the providers that formulary additions need to be requested on the formulary change form so she can get approved at the pharmacy and therapeutics committee.*
- b. *Ms. Fenley announced Mr. Poss and Ms. Fenley are looking at other pharmacy options.*
- c. *Ms. Fenley requested a provider to be a part of the Infection Control Committee and Care Plans.*
 - i. *Ms. Sturdevant volunteered to by on the Infection Control Committee and the Pharmacy and Therapeutics Committee when she is in town.*
 - ii. *Ms. Fenley stated the Infection Control Kick Off is Thursday and she will need a letter from the CEO and a provider by Thursday.*
 - i. *Ms. Fenley will send the letter to Ms. Sturdevant to sign before the Infection Control Annual Kick Off.*
 - iii. *Ms. Fenley requested consistent provider participation in Care Plans.*
 - i. *Ms. Goldberg will be learning Care Plans and will be encouraged to attend Care Plans with Ms. Engle to learn the process and the residents.*
 - a. *Ms. Holiway will visit with Ms. Goldberg about this new opportunity.*
 - b. *Ms. Holiway will block the clinic schedule from 10-11:30 on Thursday for Care Plans.*
 - c. *Dr. McMahan stated the providers should be given a list of Swing Intermediate patients that will need to be seen each week.*

- d. Dr. McMahon reminded providers to review the previous note before they see those “by the way” patients.
 - e. Dr. McMahon reminded providers to make a note concerning what they did for the patient or the plan for the patient issue. “Is it something that will wait until care plans.”
- d. Ms. Fenley is working on the standing orders book.
- i. Most of the standing orders in the book are very out of date and will need to be rewritten.
 - i. The only standing orders that are current are the Bowel Standing Order and the Employee Flu Vaccine Standing Order.
- e. Ms. Fenley will send the contact information to Ms. Holiway to contact the speculum sales representative.

V. Clinic Director

- a. Ms. Holiway is working on the provider schedule.
- b. Ms. Holiway sent out a revised December provider schedule and draft schedules for January-March.
- c. Ms. Barnhart will bring a list of all committees the providers participate in to the next meeting for discussion.

VI. Committees

- a. Infection Control Committee
 - i. The new grant year will kick off December 13th.
- b. Pharmacy and Therapeutic Committee
 - i. The committee will meet on December 13, 2018.
 - i. Ms. Fenley reminded providers to put pharmacy additions on the change forms so it can be approve at this committee

VII. Other Discussion

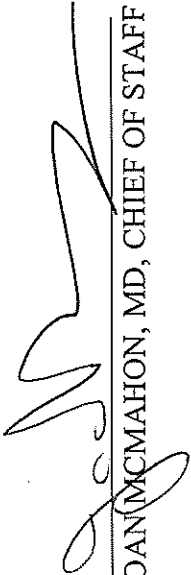
- a. Impact testing
 - i. Ms. Holiway will schedule a meeting with Ms. Sexton and Ms. Mauws to discuss impact testing and the needs and training for the High School.
- b. Standing Orders Book
 - i. This is a work in progress. There are only two current standing orders.
 - ii. Ms. Fenley stated the standing orders book will be completed by January 15th.

VIII. Adjournment

- a. *There being no further business before the Medical Staff a motion was made by Ms. Sexton and seconded by Dr. Jutila to adjourn the meeting at 6:20PM.*

IX. Executive Session

- a. Executive session convened at 6:30 PM.



JOAN MCMAHON, MD, CHIEF OF STAFF