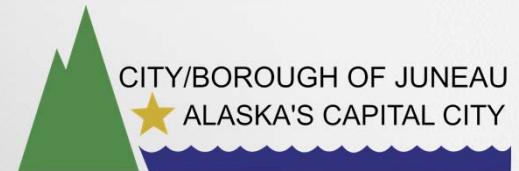




# Finance Committee

## August 21, 2020

**Bartlett**  
Regional Hospital



# Bartlett Regional Hospital

## FINANCE COMMITTEE MEETING

August 21, 2020 – Noon

### Bartlett Regional Hospital – Zoom Meeting Agenda

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#### Mission Statement

Bartlett Regional Hospital provides its community with quality, patient-centered care in a sustainable manner.

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Public may participate telephonically by calling 1-888-788-0099

#### CALL TO ORDER

#### PUBLIC COMMENT

#### APPROVAL OF MINUTES – [July 10, 2020 Minutes](#)

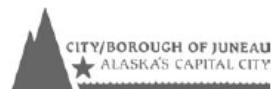
Page 2

	<u>Old or New</u>	<u>Desired Response</u>	
1. June 2020 Financial Statements Review	New	Action	
A. <a href="#">June Financial Summary</a>		Page 3	
B. <a href="#">Statistics</a>		Page 4	
C. <a href="#">Financial Indicators</a>		Page 5	
D. <a href="#">Income Statement</a>		Page 6	
E. <a href="#">Revenue Worksheet</a>		Page 7	
F. <a href="#">Wages</a>		Page 8	
G. <a href="#">Balance Sheet</a>		Page 9	
H. <a href="#">Accounts Receivable</a>		Page 10	
I. <a href="#">Write-Offs</a>		Page 11	
2. Other			
A. <a href="#">Application of CARES funding</a>		Page 12	
B. <a href="#">Information Technology Update</a>		Page 13	
C. PCR covid-19 Testing Update			

**Next Meeting: Friday, September 11, 2020 at 12:00 via Zoom**

Committee member comments / questions

ADJOURN



# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801      907.796.8900      [www.bartlethospital.org](http://www.bartlethospital.org)

## Finance Committee Meeting Minutes BRH Boardroom – July 10, 2020

**Called to order at 12:05 p.m. by Deb Johnston, Finance Committee Chair.**

**Finance Committee\* & Board Members present:** Mark Johnson\*, Deb Johnston\*, Brenda Knapp\*, Iola Young, Marshal Kendziorek, Kenny Solomon-Gross, Rosemary Hagevig (all members on Zoom).

**Staff & Others:** Kevin Benson, CFO, Bradley Grigg, CBHO, Chuck Bill, CEO, Dallas Hargrave, HR Director, Rose Lawhorne, CNO, Billy Gardner, COO, Blessy Robert, Director of Accounting, Willy Dodd, Kris Muller, Megan Rinkenberger, Executive Assistant, and Tiara Ward, CBJ (all on Zoom).

**Public Comment:** None

*Mr. Johnson made a MOTION to approve the minutes from the June 12, 2020 Finance Committee Meeting. Ms. Knapp seconded. No objections were noted, and they were approved.*

**May 2020 Financial Review** – Mr. Benson reported that Outpatient services began again as May commenced. Outpatient, inpatient and ER produced revenues that increased from prior months to 75% of budget. Inpatient admits and day volumes were down 33% during this time. Total revenue was still short by \$3M. Gross revenue was down 24%. \$5.1M in CARES Act funds were received, resulting in Total Operating Revenues that were \$2.9M over budget. Total expenses were over budget by \$950K mainly due to Covid-19 related expenses such as reference lab fees that increase by \$60K for Covid-19 testing. This resulted in a Net Income of \$2.2M bring Year-to-date Net Income of \$3.7M which was where it was prior to Covid-19.

**CARES Safety Net Program** – The application for Safety Net Cares funding was completed, and it was believed that BRH would qualify. Medicaid utilization and the net operating margin qualified, but a greater net income may have been the cause for disqualification. (BRH is submitting to FEMA for reimbursement as well.)

**Crisis Stabilization** – Construction of the facility will cost \$7.7M, the parking structure is expected to cost \$1.5M, plus contingency is \$10.5M total expected cost. There were \$2.1M in awarded grants and \$550K in potential grants. Grant fund breakdown was clarified by Mr. Grigg. Demolition is scheduled to start in September, and they hope to start building before the first snow, with completion in the Fall of 2021 or Spring 2022.

**Other** – BRH is working through a denial of our Medicare “on behalf of” payments, since the State of Alaska made them. This disqualifies BRH for reimbursement, but it is being discussed whether this can be appealed to district court.

**Next Meeting:** August 21, 2020 at 12:00pm via Zoom.

**Adjourned – 1:00 p.m.**

# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801

907.796.8900

[www.bartlethospital.org](http://www.bartlethospital.org)

DATE: August 12, 2020

TO: BRH Finance Committee

FROM: Kevin Benson, Chief Financial Officer

RE: June Financial Performance

June finished the fiscal year with strong performance. While the outcome was favorable, Covid-19 continues to drive the finances of BRH. Revenue continued to ramp-up in June to 97% of the budget target. Inpatient volumes and revenues were under budget by 28% and 26% respectively. Outpatient revenue exceeded budget by \$1.0 million or 12%. This was partially due to a busy Operating Room as it is believed surgeons are “catching up” on needed patient procedures after 6 weeks of being shut down.

Another wrinkle having to do Covid-19 is that the \$1.0 million of additional outpatient revenue was almost exclusively patients covered by commercial insurance payors. As a result, outpatient discounts were under budget by 8% in spite of outpatient revenue being 12% over budget. This resulted in Net Patient Revenue of \$9.0 million or 8% over budget.

BRH was able to realize \$1.3 million of CARES funding due to revenue losses during the 2020 fiscal year. This was recorded in Other Operating Revenue. This yielded Total Operating Revenue of almost \$11 million which was \$2.4 million greater than budget.

Expenses exceeded budget by \$1.4 million or 17%. As in previous Covid-19 months this variance was driven by primarily by staff costs and benefits. \$660,000 was recorded to the newly setup Coved department. Staff in the labor pool were assigned to monitor the hospital entrances and the triage tent set up outside the Emergency Room. Almost all departments are open and staff is back to working their usual schedule. With the difficulty associated with travel outside of Juneau very few people are taking summer vacations and are building their Personal Leave banks. This lead to an increase of Non-Productive Pay. There was also an increase in supplies for the Operating Room and Pharmacy due to volume increases of \$600,000. This resulted in an Operating Margin of \$1.0 million. After Non-Operating Income of \$177,000 the Net Income for May was \$3,028,000. For the year BRH finished with a Net Income of \$6.7 million or 5.8%.

## Other Significant Items:

- Reference Lab fees primarily for Covid-19 tests were \$81,000 or \$64,000 over budget where prior to Covid-19 this expense was on budget at \$17,000 per month.



- Interest Income was much higher than anticipated and \$1.8 million of investment earnings was recorded in Non-Operating Revenue.
- On-Behalf payments made by the State of Alaska on behalf of BRH are now made on a monthly basis. This funding is now being recorded on a monthly basis and reflects an unbudgeted increase of \$200,000 of Benefit Costs and an offsetting unbudgeted corresponding amount to Non-Operating Revenue.
- In February (Pre-Covid) BRH had gross revenues that were \$9.6 million in excess of budget. After Covid through the rest of the year BRH finished \$4.1 million under budget. Combined BRH lost \$13.6 million of revenue during the last 4 months of the year.

**Bartlett Regional Hospital**  
**Dashboard Report for June 2020**

Facility Utilization:	CURRENT MONTH					YEAR TO DATE			
			% Over (Under) Budget		Prior Month (May)			% Over (Under) Budget	
	Actual	Budget	Budget	Prior Year	Actual	Budget	Budget	Prior Year	
<b>Hospital Inpatient: Patient Days</b>									
Patient Days - Med/Surg	281	412	-32%	484	274	4,251	5,112	-17%	4,476
Patient Days - Critical Care Unit	79	89	-11%	81	74	1,009	1,104	-9%	1,077
Patient Days - Swing Beds	0	0	0%	0	0	0	0	-100%	0
Avg. Daily Census - Acute	12.0	16.7	-28%	19	11.2	14.4	17.0	-15%	15.2
Patient Days - Obstetrics	72	67	7%	63	71	790	828	-5%	805
Patient Days - Nursery	57	62	-8%	48	52	622	744	-16%	722
<b>Total Hospital Patient Days</b>	<b>489</b>	<b>631</b>	<b>-22%</b>	<b>676</b>	<b>471</b>	<b>6,672</b>	<b>7,788</b>	<b>-14%</b>	<b>7,080</b>
Births	26	26	0%	23	27	287	408	-30%	325
<b>Mental Health Unit</b>									
Patient Days - Mental Health Unit	117	332	-65%	269	101	2,454	3,588	-32%	3,341
Avg. Daily Census - MHU	3.9	11.1	-65%	9.0	3	6.7	9.8	-32%	9.1
<b>Rain Forest Recovery:</b>									
Patient Days - RRC	0	290	-100%	253	0	2,538	4,116	-38%	3,975
Avg. Daily Census - RRC	0	9.7	-100%	8.4	0	7	11.2	-38%	10.9
Outpatient visits	35	19	87%	22	27	328	228	44%	303
<b>Inpatient: Admissions</b>									
Med/Surg	53	69	-23%	94	55	811	864	-6%	828
Critical Care Unit	35	40	-12%	44	33	476	492	-3%	479
Obstetrics	28	27	2%	26	29	316	336	-6%	335
Nursery	26	29	-9%	23	27	289	360	-20%	335
Mental Health Unit	16	37	-57%	27	18	353	456	-23%	429
<b>Total Admissions - Inpatient Status</b>	<b>158</b>	<b>202</b>	<b>-22%</b>	<b>214</b>	<b>162</b>	<b>2,245</b>	<b>2,508</b>	<b>-10%</b>	<b>2,406</b>
<b>Admissions - "Observation" Status</b>									
Med/Surg	62	57	9%	71	53	667	708	-6%	683
Critical Care Unit	31	33	-6%	39	24	356	408	-13%	390
Mental Health Unit	2	2	1%	3	4	29	24	21%	31
Obstetrics	17	19	-8%	20	13	202	228	-11%	219
Nursery	0	1	-100%	0	0	2	12	-83%	7
<b>Total Admissions to Observation</b>	<b>112</b>	<b>111</b>	<b>0%</b>	<b>133</b>	<b>94</b>	<b>1,256</b>	<b>1,380</b>	<b>-9%</b>	<b>1,330</b>
<b>Surgery:</b>									
Inpatient Surgery Cases	52	48	7%	62	44	562	600	-6%	557
Endoscopy Cases	84	97	-13%	128	29	917	1,200	-24%	1,221
Same Day Surgery Cases	133	88	51%	99	87	1,135	1,092	4%	1,153
<b>Total Surgery Cases</b>	<b>269</b>	<b>233</b>	<b>15%</b>	<b>289</b>	<b>160</b>	<b>2,614</b>	<b>2,892</b>	<b>-10%</b>	<b>2,931</b>
Total Surgery Minutes	19,059	14,939	28%	17,668	15,020	188,905	184,710	2%	184,710
<b>Outpatient:</b>									
Total Outpatient Visits (Hospital)									
Emergency Department Visits	897	1,214	-26%	1,349	892	13,093	15,060	-13%	14,539
Cardiac Rehab Visits	77	74	4%	126	60	752	924	-19%	1,045
Lab Visits	279	288	-3%	248	212	3,977	3,564	12%	3,035
Lab Tests	9,266	9,291	0%	10,067	8,422	113,220	115,212	-2%	106,783
Radiology Visits	803	841	-5%	743	615	8,614	10,428	-17%	9,367
Radiology Tests	2,144	2,526	-15%	2,670	1,934	26,318	31,320	-16%	30,316
Sleep Study Visits	34	23	50%	29	24	304	276	10%	311
<b>Physician Clinics:</b>									
Hospitalists	199	205	-3%	265	43	2,320	2,544	-9%	2,280
Bartlett Oncology Clinic	61	81	-25%	72	58	862	1,008	-14%	846
Ophthalmology Clinic	118	N/A	N/A	-	29	107	N/A	N/A	-
Behavioral Health Outpatient visits	394	400	-1%	292	436	4,353	4,752	-8%	4,171
Bartlett Surgery Specialty Clinic visits	289	315	-8%	325	150	3,016	3,900	-23%	3,628
	1,061	1,001	6%	954	716	10,658	12,204	-13%	10,925
<b>Other Operating Indicators:</b>									
Dietary Meals Served	15,059	25,187	-40%	27,644	17,827	300,896	312,324	-4%	327,287
Laundry Pounds (Per 100)	363	395	-8%	396	311	4,252	4,896	-13%	4,776

**Bartlett Regional Hospital**  
**Dashboard Report for June 2020**

<b>Facility Utilization:</b>	<b>CURRENT MONTH</b>				<b>YEAR TO DATE</b>			
	<b>Actual</b>	<b>Budget</b>	<b>% Over (Under) Budget</b>	<b>Prior Year</b>	<b>Actual</b>	<b>Budget</b>	<b>% Over (Under) Budget</b>	<b>Prior Year</b>
<b>Financial Indicators:</b>								
Revenue Per Adjusted Patient Day	6,461	4,466	44.7%	4,286	5,030	4,522	11.2%	4,180
Contractual Allowance %	34.8%	41.1%	-15.3%	41.4%	41.1%	41.1%	-0.1%	41.0%
Bad Debt & Charity Care %	2.7%	2.9%	-6.9%	3.1%	2.4%	2.9%	-18.9%	2.4%
Wages as a % of Net Revenue	49.8%	46.2%	7.7%	50.6%	51.7%	46.2%	12.0%	49.4%
Productive Staff Hours Per Adjusted Patient Day	38.2	23.7	60.9%	21.1	27.8	24.0	15.7%	22.4
Non-Productive Staff Hours Per Adjusted Patient Day	5.8	3.2	80.7%	3.5	4.4	3.0	48.3%	3.6
Overtime/Premium % of Productive	3.16%	2.80%	12.6%	6.83%	5.90%	2.80%	110.5%	6.01%
Days Cash on Hand	109	129	-15.6%	87	118	130	-9.2%	111
Board Designated Days Cash on Hand	129	153	-15.6%	124	140	154	-9.2%	124
Days in Net Receivables	68.6	69	0.0%	51	68.6	69	0.0%	51
Total debt-to-capitalization (with PERS)					<b>Actual</b>	<b>Benchmark</b>	<b>% Over (Under)</b>	<b>Prior Year</b>
Total debt-to-capitalization (without PERS)					61.7%	33.7%	83.2%	45.1%
Current Ratio					15.7%	33.7%	-53.5%	20.1%
Debt-to-Cash Flow (with PERS)					8.25	2.00	312.5%	6.07
Debt-to-Cash Flow (without PERS)					6.70	2.7	148.1%	8.98
Aged A/R 90 days & greater					1.70	2.7	-37.1%	4.00
Bad Debt Write off					60.1%	19.8%	203.5%	
Cash Collections					0.6%	0.8%	-25.0%	
Charity Care Write off					94.4%	99.4%	-5.0%	
Cost of Collections (Hospital only)					1.3%	1.4%	-7.1%	
Discharged not Final Billed (DNFB)					5.8%	2.8%	107.1%	
Unbilled & Claims on Hold (DNSP)					19.7%	4.7%	319.1%	
Claims final billed not submitted to payor (FBNS)					19.7%	5.1%	286.3%	
POS Cash Collection					0.0%	0.2%	-100.0%	
					2.6%	21.3%	-87.8%	

**BARTLETT REGIONAL HOSPITAL**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH AND YEAR TO DATE OF JUNE 2020**

MONTH ACTUAL	MONTH BUDGET	MO	\$ VAR	MTD	% VAR	PR	YR	MO	Gross Patient Revenue:			YTD ACTUAL			YTD BUDGET			YTD % VAR			PRIOR YTD	
									1. Inpatient Revenue	2. Inpatient Ancillary Revenue	3. Total Inpatient Revenue										ACT	% CHG
\$3,076,625	\$4,379,986	\$1,303,361		-29.8%	\$4,170,114	1.			\$48,061,895	\$53,289,786	\$5,227,891	-9.8%	\$49,315,947								-2.5%	
\$838,807	\$970,549	-\$131,742		-13.6%	\$964,679	2.			\$10,603,590	\$11,808,364	-\$1,204,774	-10.2%	\$10,858,901								-2.4%	
\$3,915,432	\$5,350,535	-\$1,435,103		-26.8%	\$5,134,793	3.			\$58,665,485	\$65,098,150	-\$6,432,665	-9.9%	\$60,174,849								-2.5%	
\$9,255,490	\$8,242,735	\$1,012,755		12.3%	\$8,712,610	4.			\$103,133,108	\$100,286,591	\$2,846,517	2.8%	\$98,176,935								5.0%	
\$13,170,922	\$13,593,270	-\$422,348		-3.1%	\$13,847,403	5.			\$161,798,594	\$165,384,741	-\$3,586,147	-2.2%	\$158,351,784								2.2%	
\$3,048	\$365,670	-\$362,623		-99.2%	\$260,676	6.			\$2,664,511	\$4,448,990	-\$1,784,479	-40.1%	\$4,171,399								-36.1%	
\$215,217	\$188,544	\$26,673		14.1%	\$209,859	7.			\$3,040,990	\$2,293,937	\$747,053	32.6%	\$2,478,345								22.7%	
\$1,101,281	\$838,357	\$262,924		31.4%	\$1,077,298	8.			\$10,744,464	\$10,200,000	\$544,464	5.3%	\$10,006,086								7.4%	
\$14,490,468	\$14,985,841	-\$495,374		-3.3%	\$15,395,236	9.			\$178,248,559	\$182,327,668	-\$4,079,109	-2.2%	\$175,007,613								1.9%	
Deductions from Revenue:																						
\$2,156,908	\$3,092,634	\$935,726		30.3%	\$3,296,989	10.			\$34,054,576	\$37,575,654	\$3,521,078	9.4%	\$35,630,379								-4.4%	
-\$308,333	-\$308,333	\$0			-\$308,333	10a.			-\$3,700,000	-\$3,700,000	\$0		-\$3,700,000									
\$2,723,916	\$2,976,100	\$252,184		8.5%	\$2,869,716	11.			\$36,350,861	\$36,209,197	-\$141,664	-0.4%	\$34,594,569								5.1%	
\$472,250	\$399,392	-\$72,858		-18.2%	\$508,420	12.			\$6,474,834	\$4,859,273	-\$1,615,561	-33.2%	\$5,159,877								25.5%	
\$12,950	\$16,043	\$3,093		19.3%	\$12,786	13.			\$176,691	\$195,180	\$18,489	9.5%	\$173,585								0.0%	
\$193,640	\$122,130	-\$71,510		-58.6%	\$124,410	14.			\$1,090,598	\$1,485,918	\$395,320	26.6%	\$1,082,498								0.7%	
\$204,093	\$319,715	\$115,622		36.2%	\$359,017	15.			\$3,174,104	\$3,889,873	\$715,770	18.4%	\$3,159,879								0.5%	
\$5,455,424	\$6,617,681	\$1,162,257		17.6%	\$6,863,005	16.			\$77,621,663	\$80,515,095	\$2,893,433	3.6%	\$76,100,786								2.0%	
34.8%	43.2%				43.4% % Contractual Allowances / Total Gross Patient Revenue				41.1%		43.1%		41.0%									
2.7%	2.9%				3.1% % Bad Debt & Charity Care / Total Gross Patient Revenue				2.4%		2.9%		2.4%									
37.6%	44.2%				44.6% % Total Deductions / Total Gross Patient Revenue				43.5%		44.2%		43.5%									
\$9,035,044	\$8,368,160	\$666,883		8.0%	\$8,532,231	17.			\$100,626,896	\$101,812,573	-\$1,185,676	-1.2%	\$98,906,827								1.7%	
\$1,943,258	\$166,675	\$1,776,583		1065.9%	\$1,442,761	18.			\$14,510,984	\$2,027,890	\$12,483,094	615.6%	\$3,585,713								304.7%	
\$10,978,302	\$8,534,835	\$2,443,467		28.6%	\$9,974,992	19.			\$115,137,879	\$103,840,463	\$11,297,417	10.9%	\$102,492,539								12.3%	
Total Operating Revenue Expenses:																						
\$4,071,643	\$3,535,587	-\$536,056		-15.2%	\$3,696,501	20.			\$46,562,577	\$43,016,288	-\$3,546,289	-8.2%	\$42,330,129								10.0%	
\$254,636	\$273,905	\$19,269		7.0%	\$319,681	21.			\$3,735,925	\$3,332,509	-\$403,416	-12.1%	\$3,365,983								11.0%	
\$168,727	\$56,443	-\$112,284		-198.9%	\$302,330	22.			\$1,768,952	\$686,706	-\$1,082,246	-157.6%	\$3,159,012								-44.0%	
\$2,133,981	\$1,764,613	-\$369,368		-20.9%	\$2,743,874	23.			\$24,413,625	\$21,469,449	-\$2,944,176	-13.7%	\$20,619,121								18.4%	
\$6,628,987	\$5,630,548	-\$998,439		-17.7%	\$7,062,386				\$76,481,079	\$68,504,952	-\$7,976,127	-11.6%	\$69,474,245								10.1%	
60.4%	66.0%				70.8% % Salaries and Benefits / Total Operating Revenue				66.4%		66.0%											67.8%
\$94,153	\$77,242	-\$16,911		-21.9%	\$69,340	24.			\$965,031	\$939,767	-\$25,264	-2.7%	\$961,500								0.4%	
\$144,561	\$202,735	\$58,174		28.7%	\$147,066	25.			\$2,472,343	\$2,466,600	-\$5,743	-0.2%	\$2,622,926								-5.7%	
\$196,663	\$175,387	-\$21,276		-12.1%	\$152,341	26.			\$2,095,725	\$2,133,914	\$38,189	1.8%	\$1,887,245								11.0%	
\$1,393,810	\$1,045,287	-\$348,523		-33.3%	\$1,910,938	27.			\$14,050,846	\$12,717,620	-\$1,333,226	-10.5%	\$13,538,180								3.8%	
\$117,658	\$127,960	\$10,302		8.1%	\$139,398	28.			\$1,471,762	\$1,556,827	\$85,065	5.5%	\$1,490,487								-1.3%	
\$503,681	\$323,077	-\$180,604		-55.9%	\$358,495	29.			\$4,535,336	\$3,930,765	-\$604,571	-15.4%	\$3,777,711								20.1%	
\$66,652	\$54,888	-\$11,764		-21.4%	\$49,489	30.			\$609,337	\$667,815	\$58,478	8.8%	\$619,667								-1.7%	
\$45,044	\$48,967	\$3,923		8.0%	\$35,406	31.			\$524,306	\$595,785	\$71,479	12.0%	\$698,036								-24.9%	
\$633,439	\$646,751	\$13,312		2.1%	\$587,612	32.			\$7,185,318	\$7,868,798	\$683,480	8.7%	\$7,196,120								-0.2%	
\$51,122	\$51,078	-\$44		-0.1%	\$52,469	33.			\$622,780	\$621,449	-\$1,331	-0.2%	\$638,466								-2.5%	
\$52,157	\$108,739	\$56,582		52.0%	\$168,452	34.			\$1,284,023	\$1,322,980	\$38,957	2.9%	\$1,398,857								-8.2%	
\$9,927,928	\$8,492,659	-\$1,435,268		-16.9%	\$10,733,392	35.			\$112,297,884	\$103,327,272	-\$8,970,614	-8.7%	\$104,303,439								-7.7%	
\$1,050,374	\$42,176	\$1,008,198		2390.4%	-\$758,400	36.			\$2,839,995	\$513,191	\$2,326,804	453.4%	-\$1,810,900								-256.8%	
\$1,903,260	\$105,000	\$1,798,260		1712.6%	\$1,666,708	37.			\$3,031,416	\$1,277,499	\$1,753,917	137.3%	\$2,415,942								25.5%	
\$74,690	\$156,929	-\$82,239		-52.4%	\$1,904,167	38.			\$877,141	\$1,909,311	-\$1,032,170	-54.1%	\$3,574,441								-75.5%	
\$1,977,950	\$261,929	\$1,716,021		655.1%	\$3,570,875	39.			\$3,908,557	\$3,186,810	\$721,747	22.6%	\$5,990,384								-34.8%	
\$3,028,324	\$304,105	\$2,724,219		-895.8%	\$2,812,475	40.			\$6,748,552	\$3,700,001	\$3,048,551	-82.4%	\$4,179,484								-61.5%	
9.57%	0.49%				-7.60% Income from Operations Margin				2.47%		0.49%										-1.77%	
27.58%	3.56%				28.20% Net Income				5.86%		3.56%										4.08%	

**Bartlett Regional Hospital**  
**June 2020 Financial Operating Summary**

Financial Group	In-Pt	June	JuneBudget	Physician				BRH Total	JuneBudget		
				Out-Pt		Division					
				JuneActual	JuneBudget	JuneActual	JuneBudget				
Aetna		486,128	444,451	1,960,140	1,360,242	194,125	127,721	2,640,393	1,932,414		
Blue Cross		525,129	480,546	1,707,291	1,371,389	235,214	185,909	2,467,634	2,037,844		
Comm		119,253	191,585	380,857	344,167	102,575	174,682	602,685	710,434		
MCD		1,705,337	1,954,879	1,663,910	1,775,872	263,329	167,450	3,632,576	3,898,201		
MCR		1,046,577	2,302,694	2,721,049	2,522,576	183,689	283,280	3,951,315	5,108,550		
Other		55,363	69,354	262,100	220,842	7,228	17,283	324,691	307,479		
SEARHC		(50,496)	34,063	112,451	120,673	5,676	4,745	67,631	159,481		
Self		13,562	86,686	155,868	196,598	5,812	9,500	175,242	292,784		
VA/Cham		14,579	136,526	190,701	245,544	63,424	50,110	268,704	432,180		
Worker's		-	9,673	104,169	89,613	-	6,085	104,169	105,371		
<b>Grand Total</b>		<b>3,915,431</b>	<b>5,710,457</b>	<b>9,258,537</b>	<b>8,247,516</b>	<b>1,061,072</b>	<b>1,026,765</b>	<b>14,235,041</b>	<b>14,984,738</b>		
Commercial		1,130,510	1,126,255	4,152,457	3,165,411	531,914	494,397	5,814,882	4,786,063		
Government		2,771,359	4,497,516	4,950,212	4,885,507	523,346	522,868	8,244,918	9,905,891		
Self Pay		13,562	86,686	155,868	196,598	5,812	9,500	175,242	292,784		
<b>Total Charges</b>		<b>3,915,431</b>	<b>5,710,457</b>	<b>9,258,537</b>	<b>8,247,516</b>	<b>1,061,072</b>	<b>1,026,765</b>	<b>14,235,041</b>	<b>14,984,738</b>		
% of Hospital Charges		19%	30%	35%	33%	4%	3%	57.9%	66.1%		
<b>Prior Month</b>											
Commercial		791,344	1,163,790	2,970,208	3,270,921	190,542	510,871	3,952,094	4,945,582		
Government		2,822,830	4,647,427	4,330,708	5,048,348	305,967	540,299	7,459,505	10,236,074		
Self Pay		(15,799)	89,575	198,953	203,156	5,206	9,817	188,360	302,548		
<b>Total Charges</b>		<b>3,598,375</b>	<b>5,900,792</b>	<b>7,499,869</b>	<b>8,522,425</b>	<b>501,714</b>	<b>1,060,987</b>	<b>11,599,959</b>	<b>15,484,204</b>		
% of Hospital Charges		24%	30%	37%	33%	3%	3%	64.3%	66.1%		

<u>Description</u>	<u>JuneActual</u>	<u>JuneBudget</u>	<u>JuneActual</u> <u>(Over) / Under</u> <u>Budget</u>
Mgrs & Supervisors	490,626	429,382	(61,244)
Techs & Specs	681,523	706,009	24,486
RN's	892,792	858,416	(34,376)
Clerical & Admin	406,597	353,178	(53,419)
Clinical - Other	348,699	311,672	(37,027)
Non-Clinical - Other	288,664	220,443	(68,221)
Overtime	103,209	113,910	10,701
Call Back	57,074	8,164	(48,910)
Shift Differentials	134,022	106,866	(27,156)
On-Call	50,738	17,676	(33,062)
Non Productive	610,199	409,871	(200,328)
Premium Pay	0	-	-
Productivity Incentives	7,500	0	(7,500)
Grand Total	4,071,643	3,535,587	(536,056)
Physicians	254,636	273,905	19,269
Contract Labor	168,727	56,443	(112,284)
Physician Contracts	423,363	330,348	(93,015)

**BARTLETT REGIONAL HOSPITAL**  
**BALANCE SHEET**  
June 30, 2020

	<u>June-20</u>	<u>May-20</u>	<u>June-19</u>	<u>CHANGE FROM PRIOR FISCAL YEAR</u>
<b>ASSETS</b>				
Current Assets:				
1. Cash and cash equivalents	33,803,993	34,950,900	33,096,016	707,977
2. Board designated cash	34,358,980	34,523,186	37,674,719	(3,315,740)
3. Patient accounts receivable, net	15,057,767	12,774,547	15,616,989	(559,222)
4. Other receivables	5,956,501	2,870,302	2,456,115	3,500,387
5. Inventories	3,032,542	3,320,969	2,684,316	348,226
6. Prepaid Expenses	1,275,406	78,967	1,013,343	262,063
7. Other assets	28,877	28,877	28,877	-
<b>8. Total current assets</b>	<b>93,514,066</b>	<b>88,547,748</b>	<b>92,570,375</b>	<b>943,691</b>
Appropriated Cash:				
9. CIP Appropriated Funding	5,740,967	5,740,967	4,678,117	1,062,850
Property, plant & equipment				
10. Land, bldgs & equipment	141,874,438	141,110,718	149,447,695	(7,573,257)
11. Construction in progress	7,352,145	8,029,917	914,067	6,438,078
<b>12. Total property &amp; equipment</b>	<b>149,226,583</b>	<b>149,140,635</b>	<b>150,361,762</b>	<b>(1,135,179)</b>
13. Less: accumulated depreciation	(94,041,272)	(93,407,833)	(97,716,627)	3,675,355
<b>14. Net property and equipment</b>	<b>55,185,311</b>	<b>55,732,804</b>	<b>52,645,136</b>	<b>2,540,175</b>
15. Deferred outflows/Contribution to Pension Plan	14,415,000	14,415,000	14,415,000	-
<b>16. Total assets</b>	<b>168,855,342</b>	<b>164,436,514</b>	<b>164,308,626</b>	<b>4,546,716</b>
<b>LIABILITIES &amp; FUND BALANCE</b>				
Current liabilities:				
17. Payroll liabilities	2,358,326	2,068,516	1,964,340	393,986
18. Accrued employee benefits	4,687,202	4,461,444	3,878,920	808,283
19. Accounts payable and accrued expenses	1,918,949	1,654,349	1,873,589	45,360
20. Due to 3rd party payors	4,250,857	4,034,639	2,152,788	2,098,069
21. Deferred revenue	(3,494,358)	(3,789,123)	208,781	(3,703,139)
22. Interest payable	329,797	263,837	340,359	(10,563)
23. Note payable - current portion	870,000	870,000	845,000	25,000
24. Other payables	415,308	367,078	1,220,621	(805,313)
<b>25. Total current liabilities</b>	<b>11,336,081</b>	<b>9,930,740</b>	<b>12,484,398</b>	<b>(1,148,317)</b>
Long-term Liabilities:				
26. Bonds payable	17,260,000	17,260,000	18,130,000	(870,000)
27. Bonds payable - premium/discount	1,227,418	1,242,255	1,410,938	(183,520)
28. Net Pension Liability	72,600,321	72,600,321	72,600,321	-
29. Deferred In-Flows	6,172,883	6,172,883	6,172,883	-
<b>30. Total long-term liabilities</b>	<b>97,260,622</b>	<b>97,275,459</b>	<b>98,314,142</b>	<b>(1,053,520)</b>
<b>31. Total liabilities</b>	<b>108,596,703</b>	<b>107,206,199</b>	<b>110,798,540</b>	<b>(2,201,837)</b>
32. Fund Balance	60,258,639	57,230,316	53,510,086	6,748,553
<b>33. Total liabilities and fund balance</b>	<b>168,855,342</b>	<b>164,436,514</b>	<b>164,308,626</b>	<b>4,546,716</b>

**Bartlett Regional Hospital**  
**Accounts Receivable**  
**6/30/2020**

Aging by Fin Grp	Unbilled A/R	Billed & Unbilled								Billed & Unbilled 5/31/2020
		0-30	31-60	61-90	91-120	121-150	151+	A/R Total	6/30/2020	
Aetna	\$453,939	\$291,209	\$331,193	\$417,252	\$95,430	\$171,440	\$183,159	\$1,489,682	\$1,943,620	\$1,551,119
Blue Cross	\$192,633	\$428,898	\$34,490	\$3,264	\$55,746	\$43,212	\$316,482	\$882,093	\$1,074,726	\$943,591
CB	0	0	0	0	0	0	0	\$0	\$0	\$0
Com	\$0	\$97,609	\$40,164	\$1,408	\$47,585	\$5,109	\$146,822	\$338,698	\$338,698	\$321,943
Medicaid	\$1,236,883	\$400,173	\$203,751	\$104,425	\$332,033	\$20,730	\$261,955	\$1,323,066	\$2,559,950	\$2,603,680
Medicare	\$919,764	\$876,741	\$239,439	\$73,041	\$309,173	\$54,366	\$195,262	\$1,748,022	\$2,667,787	\$2,517,443
Medicare Rep	\$0	\$0	\$0	\$0	\$0	\$0	\$118,024	\$118,024	\$118,024	\$139,540
Other	\$44,512	\$142,534	\$21,709	\$0	\$49,221	\$0	\$221,142	\$434,606	\$479,118	\$594,011
SEARHC	\$0	\$25,842	\$215	\$50	\$430	\$496	\$13,713	\$40,746	\$40,746	\$15,290
Self	\$80,601	\$198	\$54,116	\$15,335	\$53,337	\$84,180	\$2,530,136	\$2,737,302	\$2,817,903	\$3,719,042
VA	\$39,333	\$86,501	\$68,805	\$22,751	\$0	\$0	\$197,201	\$375,258	\$414,591	\$604,149
Worker's	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>in-patient Total</b>	<b>\$2,967,666</b>	<b>\$2,349,705</b>	<b>\$993,882</b>	<b>\$637,527</b>	<b>\$942,955</b>	<b>\$379,531</b>	<b>\$4,183,897</b>	<b>\$9,487,497</b>	<b>\$12,455,163</b>	<b>\$13,009,807</b>
Aetna	\$1,109,875	\$769,247	\$224,885	\$164,778	\$82,283	\$75,298	\$412,104	\$1,728,594	\$2,838,469	\$2,290,985
Blue Cross	\$876,144	\$738,466	\$416,170	\$164,048	\$103,939	\$51,461	\$284,529	\$1,758,612	\$2,634,756	\$2,181,027
CB	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Com	\$243,420	\$213,200	\$96,082	\$71,481	\$25,741	\$8,308	\$126,426	\$541,238	\$784,658	\$673,764
Medicaid	\$430,005	\$461,929	\$97,349	\$52,949	\$42,686	\$30,696	\$195,550	\$881,159	\$1,311,164	\$1,594,495
Medicare	\$1,363,446	\$801,009	\$79,593	\$35,934	\$36,888	\$6,181	\$1,086,221	\$2,045,827	\$3,409,272	\$3,186,522
Medicare Rep	\$5,801	\$3,432	\$0	\$7,057	\$435	\$9,513	\$27,892	\$48,329	\$54,131	\$61,048
Other	\$13,087	\$62,535	\$21,484	\$18,863	\$138	\$9,288	\$35,606	\$147,913	\$161,001	\$208,041
SEARHC	\$56,477	\$56,166	\$50,150	\$15,297	\$2,924	\$21	\$10,151	\$134,709	\$191,187	\$140,942
Self	\$52,770	\$136,918	\$309,272	\$163,797	\$223,822	\$283,290	\$5,486,446	\$6,603,545	\$6,656,315	\$6,857,809
VA	\$261,994	\$105,172	\$30,920	\$11,309	\$3,294	\$5,759	\$99,419	\$255,873	\$517,867	\$445,951
Worker's	\$30,214	\$72,950	\$50,417	\$0	\$564	\$2,417	\$36,085	\$162,432	\$192,647	\$176,489
<b>out-patient Total</b>	<b>\$4,443,233</b>	<b>\$3,421,025</b>	<b>\$1,376,320</b>	<b>\$705,515</b>	<b>\$522,712</b>	<b>\$482,233</b>	<b>\$7,800,428</b>	<b>\$14,308,233</b>	<b>\$18,751,466</b>	<b>\$17,817,073</b>
Aetna	\$1,563,814	\$1,060,455	\$556,077	\$582,029	\$177,714	\$246,738	\$595,262	\$3,218,276	\$4,782,089	\$3,842,104
Blue Cross	\$1,068,777	\$1,167,364	\$450,660	\$167,312	\$159,685	\$94,673	\$601,011	\$2,640,705	\$3,709,482	\$3,124,618
CB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Com	\$243,420	\$310,809	\$136,246	\$72,889	\$73,326	\$13,417	\$273,248	\$879,936	\$1,123,355	\$995,707
Medicaid	\$1,666,888	\$862,102	\$301,100	\$157,374	\$374,719	\$51,426	\$457,505	\$2,204,225	\$3,871,113	\$4,198,175
Medicare	\$2,283,210	\$1,677,750	\$319,032	\$108,976	\$346,061	\$60,546	\$1,281,484	\$3,793,849	\$6,077,059	\$5,703,965
Medicare Rep	\$5,801	\$3,432	\$0	\$7,057	\$435	\$9,513	\$145,917	\$166,354	\$172,155	\$200,588
Other	\$57,600	\$205,069	\$43,193	\$18,863	\$49,359	\$9,288	\$256,748	\$582,520	\$640,119	\$802,051
SEARHC	\$56,477	\$82,008	\$50,365	\$15,347	\$3,354	\$517	\$23,864	\$175,456	\$231,933	\$156,232
Self	\$133,371	\$137,116	\$363,388	\$179,132	\$277,159	\$367,470	\$8,016,582	\$9,340,847	\$9,474,218	\$10,576,851
VA	\$301,327	\$191,672	\$99,725	\$34,061	\$3,294	\$5,759	\$296,620	\$631,131	\$932,458	\$1,050,100
Worker's	\$30,214	\$72,950	\$50,417	\$0	\$564	\$2,417	\$36,085	\$162,432	\$192,647	\$176,489
<b>Grand Total</b>	<b>\$7,410,899</b>	<b>\$5,770,729</b>	<b>\$2,370,203</b>	<b>\$1,343,042</b>	<b>\$1,465,667</b>	<b>\$861,764</b>	<b>\$11,984,325</b>	<b>\$23,795,730</b>	<b>\$31,206,629</b>	<b>\$30,826,880</b>

Aged Balance excludes Credit Balances

	June-20	May-20
Aging	\$23,795,730	\$25,620,847
Unbilled	\$7,410,899	\$5,206,033
Total	\$31,206,629	\$30,826,880

Totals		
One Time PPD Ins	\$0.00	
Timely Filing	\$22,663.14	5
Compliance/Risk/Adminstrative	\$488.00	2
SP Prompt Pay Disc	\$7,444.11	112
BOPS Provider Enrollment	\$18,511.86	17
Demographic Informaiton		
Auth Denials VA/MCD	\$81,852.71	4
Denied Appeals		
BOPS/MCR Provider NOT Eligible	\$30,251.50	85
Mental Health BD MHU, RRC BOPS	\$58,565.00	92
Late Fees		
	\$219,776.32	317

#### Collections

One Time Ins PPD	\$0.00	
Collections SPPP	\$43,022.96	112
\$43,022.96		

# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801

907.796.8900

[www.bartlethospital.org](http://www.bartlethospital.org)

DATE: August 13, 2020

TO: BRH Finance Committee

FROM: Kevin Benson, Chief Financial Officer

RE: Application of CARES Funding

Bartlett Regional Hospital has received approximately \$12.2 million in CARES funding during the Covid-19 epidemic. CARES funding can be used to fund revenue losses incurred during the Covid-19 epidemic. CARES funding can also be used to reimburse the organization for expenses related to the Covid response.

Beginning in March and continuing through June BRH has incurred revenue losses of \$8.5 million from shutting down operations and gradually reopening. \$8.5 million has been realized through the Income Statement through the end of June 2020. This leaves \$3.7 million of CARES funding yet to be assigned and realized through the Income Statement.

At beginning of this event a new department was set up to capture the expenses incurred specific to the Covid response. This department captured staff costs and supplies. As of the end of June there have been \$2.7 million of expenses assigned to that department. BRH continues to incur expenses associated with Covid although at a lower rate than previous.

The remaining CARES funding has not been assigned to the expenses incurred. It is expected that revenues losses will continue due to the loss of tourism traffic to the hospital. This should account for the remaining \$3.7 unassigned dollars. An application to FEMA is being pursued to seek reimbursement for Covid expenses. It is not permissible to receive funding from different sources for the same purpose or expenses. So we need to be very careful to not comingle funding. Although future impacts are not known the plan at this point is to assign CARES funds to revenue losses and other sources to fund costs.

## IT Updates for Finance Committee

### Projects:

- Datacenter UPS project completed
- VxBlock delivered and installed
  - Meditech migration to new hardware is in progress and on schedule for September 3<sup>rd</sup> 5:00pm cut-over (12-hour downtime)
  - PACS migration project is in progress and scheduled for November 17<sup>th</sup> 5:00pm cut-over (8-hour downtime)
- Windows 10 upgrade to all desktops completed remaining 250 workstations
- Migration of PolicyTech to cloud-hosted provider – expected completion August 31<sup>st</sup>
- MEDITECH Expanse upgrade on track for March 1<sup>st</sup> Go-Live
- MEDITECH Web Ambulatory upgrade on track for March 1<sup>st</sup> Go-Live

### Department Improvements:

- Engage HelpDesk Team continues to handle 150-200 calls per week with positive satisfaction scores and feedback
- HelpDesk Ticket process improvement – sustained
  - Self-Password Reset for staff → decrease HelpDesk calls by 75% overnight and 20% during working hours
  - First Call Resolution increased 200%
  - Average ticket handle time decreased 75%
- Security Posture Improvements
  - Continuing to track and measure positive changes in our Information Security culture
  - Rapid7 Detect and Respond and Vulnerability Management
    - Decreasing vulnerability posture in the face of an increased attack on our hospital during the COVID outbreak

Attacks on Bartlett Network					
	As of March-15	As of April-29	As of May-31	As of Jun-30	As of Jul-31
Per Minute	86	183	168	371	335
Per Hour	5,160	10,980	10,080	22,260	20,100
Per Day	123,840	263,520	241,920	534,240	482,400
Per Week	866,880	1,844,640	1,693,440	3,739,680	3,376,800
Per Month	3,839,040	8,169,120	7,499,520	16,561,440	14,954,400
Per Year	45,201,600	96,184,800	88,300,800	194,997,600	176,076,000

### Plans / Requests:

- Annual HIPAA Security Risk Assessment and external Penetration Test / Assessment in progress
  - Working on vendor selection for external portion