

Bartlett Regional Hospital

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Board Compliance & Audit Committee Meeting

Draft Minutes

December 20, 2021

Called to order at 1:05 PM., by Board Compliance Committee Chair, Iola Young

Compliance Committee and Board Members:

Board Members: *Iola Young, Committee Chair; *Hal Geiger; *Deborah Johnston

Staff/Other: Nathan Overson, Compliance Officer; Jerel Humphrey, CEO; Karen Forrest, CBHO; Kevin Benson, CFO; Kim McDowell, CNO; Vlad Toca, COO; Dallas Hargrave, HR Director; Beth Mow, Contracts Manager

Previous Board Compliance Meeting Minutes Approval: *Mr. Geiger made a MOTION to approve the November 15th 2021 Board Compliance and Audit Committee Meeting minutes as submitted. Ms. Johnston seconded the motion, and hearing no objection, Ms. Young approved the meeting minutes without change.*

Committee Compliance Training:

Mr. Overson gave an overview of how the Compliance Program should interface with operations in the development of new or materially changing service lines of the hospital. Mr. Overson shared a compliance checklist document with the committee as a tool that allows for tracking compliance elements throughout the development process to assure critical compliance elements of the service line are not overlooked or omitted. Considerations for regulatory requirements, medical staff, documentation, medical records, contracting, billing, coding etc. are covered in the checklist. Mr. Overson also gave a status update on the creation of the “New Service Line Policy & Procedure”.

Compliance Officer Report:

Mr. Overson presented the compliance dashboard that compared 2020 to 2021. Ms. Young pointed out the increase of “compliance consults” this year over last year as a positive thing. Mr. Overson also presented the PYA sample dashboard for format comparison to the current dashboard and for discussion on the committee’s preference between the two dashboards. The committee discussed the benefit of seeing quarterly and prior year comparisons and opted to change the dashboard report to the PYA sample format with some minor changes.

The committee discussion turned to the annual board compliance training. In November’s Board Compliance Committee meeting, it was proposed that the board explore the option of receiving their annual training from an outside organization. Ms. Young mentioned the last annual training was in October 2019, and moving the training interval to the beginning of the year would mean no annual board compliance training will have been held in calendar year 2020. The committee discussed a training proposal submitted by PYA, the same firm that performed the Compliance Program review and risk assessment. The committee agreed that the cost of travel proposed by PYA was high and that virtual training would fit the need. The committee agreed that the details of the training arrangement could be worked out by Mr. Overson and Mr. Humphrey.

Executive session: This meeting did not go into executive session.

Meeting Adjourned: 1:54 PM

Next Meeting: February