

☑ Talking Points

April 24, 2020

This message is for all Bozeman Health employees and medical staff from the Bozeman Health executive team and Incident Command.

Bozeman Health Re-opening and Readiness Planning**Here's what's happening...**

Earlier this week, we shared the news that we have begun planning for the re-opening of the non-essential services that we temporarily suspended on March 19, 2020. Our phased approach intends to remain in full alignment with the Gallatin City-County Health Department and Governor's Office recommendations. We must prepare Bozeman Health to move appropriately towards full operational capacity to meet the health needs of our community while continuing to be ready for widespread or clustered COVID-19 surges as stay-at-home orders and business closures are lifted.

Throughout our COVID-19 response and in our preparations for a re-opening, we are following these immediate imperatives and they are guiding our thoughtful and thorough planning efforts:

- protecting the safety and health of our workforce,
- continuing to prepare for a surge of local COVID-19 positive patients, and
- supporting the efforts of state and local elected officials, our health department, and community leaders to continue to flatten the curve.

Phased Approach

Bozeman Health will move forward with a deliberate phased approach to re-opening:

- From today to May 3, the health system will continue in a "preparation" phase, operating at a targeted 25% capacity which allows for 75% availability of hospital beds
- Phase 1: May 4 - May 17, open to 50% capacity
- Phase 2: May 18 – May 31, open to 75% capacity
- Phase 3: June 1 and onward, full operational capacity

Throughout our re-opening sequences, we will review indicators that will help guide decisions towards the progression to the next phase. These include:

- monitoring for a continuous reduction or no significant increase in confirmed new COVID-19 cases in Gallatin County
- ensuring the availability of COVID-19 testing for approximately 100 tests per day for 30 days
- achieving and maintaining a 30-day PPE supply
- maintaining staffing levels to provide high quality and safe patient care delivery, and
- sustaining hospitalization capacity, meaning that we will maintain available beds, ventilators, and essential equipment.

As shared above, our partnership and alignment with Gallatin City-County Health Department directives will continue as we work towards reaching full operational capacity.

The procedural and surgical areas will immediately focus on the following goals as part of our re-opening planning:

- Identify and prioritize the backlog of procedural and surgical cases
- Develop pre-surgical information packets that describe viral precautions and safety measures
- Implement pre-procedure/surgery testing and quarantine requirements
- Ensure a reliable inventory of PPE and surgical supplies
- Extend OR-procedural suite hours of operation
- Validate bed and staffing capacity

The ambulatory clinics will immediately focus on the following goals as part of our re-opening planning:

- Identify and prioritize the scheduling of essential clinical services
- Expand clinic hours and days of operation to include weekends
- Continue viral triage clinic and drive up testing as needed
- Develop patient information packets that describe viral precautions and safety measures
- Validate physician and clinical staffing availability and capacity

The marketing and communications team will continue close collaboration with Incident Command on marketing strategy and tactics to ensure our employees, the medical staff and our community remain well-informed.

Employees working in an alternative work arrangement (AWA) will continue to work remotely through June 1, unless requested to begin onsite work by their direct supervisor.

Please note that we will continue to ensure that we have adequate staffing to support a COVID-19 surge event should it occur. Additionally, the COVID-19 compensation plan and workforce benefits will remain in effect through May 23, after which time we will resume our regular volume-based staffing models.

Here's what you need to do...

In the coming days and weeks, we will share additional information as our plan develops further. Please look to your department leadership for next steps in your respective area. [See complementary PowerPoint presentation on the Re-opening & Readiness Plan here.](#)

Please know that we at incident command and Bozeman Health's executive team are incredibly proud of the care team members who continue to demonstrate leadership, compassion, and personal resilience during our COVID-19 response and beyond to these re-opening phases. While we're not yet through this crisis, we are making significant headway, and there is a light at the end of the tunnel. We couldn't do this without you. Thank you for all you continue to do.

Questions or comments? Contact IncidentCommand@bozemanhealth.org.