

**CGH MEDICAL CENTER  
MEDICAL EXECUTIVE COMMITTEE  
16 December 2019**

**Members present:** Drs. Hahn, Tran, Kavanaugh, McGlone, Racanelli, Riley, Easington and Pham **Others present:** Dr. P. Steinke, K. Geil, G. Superczynski, J. Van Osdol, Dr. W. Bird, N. Cruse and J. VanAusdal **Guests:** Judy Hammett, Chris Lawson, Judy Meinsma, Laura Soleta and Nikki Blackert

Agenda	Discussion/Conclusions	Recommendations/Actions	Responsible
Call to Order & Approval of Minutes	Dr. Hahn, president of the medical staff called the meeting to order at 1235 in the Boardroom. 18 November 2019 minutes were reviewed (attachment A).	A MOTION WAS MADE, SECONDED AND PASSED TO APPROVE MINUTES AS PRESENTED.	
Additional Meeting Minutes	The following meeting minutes were attached to the packet: Credentials & Infection Prevention Committee (attachment B - C) for review.	For information only.	
<b>Meeting Reports:</b>			
Credentials Summary	<p>A copy of the recommendations from the December Credentials Committee was attached to the agenda (attachment B) for review.</p> <p><b>COMPLETED PROCTORING:</b> Jackie Greve, NP (Pediatrics)</p> <p><b>POLICIES:</b> Peer Review Policy Focused Professional Practice Evaluation (FPPE) Policy</p> <p><b>ALLIED HEALTH STAFF APPOINTMENT:</b> Cassandra Sawyers, NP – Nurse Practitioner – Dr. Wolf</p> <p><b>TELERADIOLOGY STAFF APPOINTMENT:</b> Brent Steadman, M.D. Michael La Pointe, M.D. Eira S. Roth, M.D. Gordan Archibald, M.D. Davender Bhardwaj, M.D. John Filigenzi, M.D.</p> <p><b>RESIGNATIONS:</b> Robert Sharpe, M.D. – Telepsychiatry – Effective November 9, 2019 Virginia Schreiner, M.D. – Teleradiology – Effective September 30, 2019 Robert Morley, M.D. – Teleradiology – Effective October 29, 2019 Manuel Corrales, M.D. – Radiology – Effective October 31, 2019</p>	<p>FOLLOWING DISCUSSION, A MOTION WAS MADE, SECONDED AND PASSED TO RECOMMEND TO THE CGH BOARD OF DIRECTORS APPROVAL OF COMPLETED PROCTORING FOR JACKIE GREVE, NP (PEDIATRICS), POLICY APPROVAL FOR PEER REVIEW POLICY AND FOCUSED PROFESSIONAL PRACTICE EVALUATION (FPPE) POLICY, ALLIED HEALTH STAFF APPOINTMENT TO CASSANDRA SAWYERS, NP – NURSE PRACTITIONER – DR. WOLF, TELERADIOLOGY STAFF APPOINTMENT TO BRENT STEADMAN, M.D., MICHAEL LA POINTE, M.D., EIRA S. ROTH, M.D., GORDAN ARCHIBALD, M.D., DAVENDER BHARDWAJ, M.D. AND JOHN FILIGENZI, M.D. AND RESIGNATIONS FOR ROBERT SHARPE, M.D. – TELEPSYCHIATRY – EFFECTIVE NOVEMBER 9, 2019, VIRGINIA SCHREINER, M.D. – TELERADIOLOGY – EFFECTIVE SEPTEMBER 30, 2019, ROBERT MORLEY, M.D. – TELERADIOLOGY – EFFECTIVE OCTOBER 29, 2019 AND MANUEL CORRALES, M.D. – RADIOLOGY – EFFECTIVE OCTOBER 31, 2019 AS PRESENTED.</p>	MSC/Chair
<b>Follow-up Business:</b>			
Approval of Revised Medical Records Rules and Regulations– Judy Hammett	A copy of the Revised Medical Records Rules and Regulations were attached to the packet (attachment D) for review. J. Hammett stated the changes proposed are related to a discharge summary needing to be done if there is an overnight stay where previously this did not have to be done as well as clean up of the time frame when notes are dictated.	<p>A MOTION WAS MADE, SECONDED AND PASSED TO RECOMMEND TO THE BOARD OF DIRECTORS APPROVAL THE REVISED MEDICAL RECORD RULES AND REGULATIONS AS PRESENTED.</p> <p>J. HAMMETT WILL BRING DATA ON REPORT TYPES AND TURN AROUND TIME TO THE NEXT MEETING FOR REVIEW.</p>	Chair/MSC

Agenda	Discussion/Conclusions	Recommendations/Actions	Responsible
Approval of Revised Surgery Rules and Regulations	A copy of the Revised Surgery Rules and Regulations were attached to the packet (attachment E) for review. J. Hammett stated the only change was to add that transcribed operative report must be dictated within 24 hours after surgery.	A MOTION WAS MADE, SECONDED AND PASSED TO RECOMMEND TO THE BOARD OF DIRECTORS APPROVAL THE REVISED SURGERY RULES AND REGULATIONS AS PRESENTED.	Chair/MSC
<b>New Business:</b>			
Approval of Revised Miscellaneous Rules and Regulations	A copy of the Revised Surgery Rules and Regulations were attached to the packet (attachment F) for review. Dr. Hahn stated the change to this set of rules and regulations was clarifying that on-call providers must be available, by phone or in person, within thirty (30) minutes from the initial call made.	A MOTION WAS MADE, SECONDED AND PASSED TO RECOMMEND TO THE BOARD OF DIRECTORS APPROVAL THE REVISED MISCELLANEOUS RULES AND REGULATIONS AS PRESENTED.	Chair/C. Wadsworth
Approval of Enteral Nutrition Formula Approved Substitution list, NCM Diet Manual and NCM Pediatric Diet Manual	A copy of the Enteral Nutrition Formula Approved Substitution list, NCM Diet Manual and NCM Pediatric Diet Manual was attached to the packet (attachment G) for review. Dr. Hahn explained this is a yearly approval that needs to happen for dietary.	A MOTION WAS MADE, SECONDED AND PASSED TO APPROVE, ENTERAL NUTRITION FORMULA APPROVED SUBSTITUTION LIST, NCM DIET MANUAL AND NCM PEDIATRIC DIET MANUAL AS PRESENTED.	Chair/MSC
<b>Reports:</b>			
Chief Medical Officer	<p>Dr. Bird reported on the following:</p> <ul style="list-style-type: none"> <li>• Handwashing – Dept. of Medicine is at 89% and Dept. of Surgery is at 97%. Gina Superczynski will send the individual data to Drs. Riley and Kuhns.</li> <li>• There will be a group of people going to look at an all Cerner site in Burlington that has IP and OP Cerner.</li> <li>• Dr. Bird asked if PT orders should trigger an OT visit as well. Hospitalist feel there will be a lot of OT order which may not be necessary. They feel the order should say PT and OT evaluate and treat as necessary.</li> </ul>	<p>For information only.</p> <p>Dr. Bird will have Geoff from PT come to an upcoming meeting to discuss.</p>	Chair/Dr. Bird
President of the Medical Staff	There was no report for this meeting.	For information only.	Dr. Hahn
President & CEO	<p>A copy of the project list was attached to the packet (attachment H) for review.</p> <p>Dr. Steinke reported on the following:</p> <ul style="list-style-type: none"> <li>• Thanked everyone for their help in the recruiting process.</li> <li>• CON for the mental health unit was approved. Kristie and Cindy did a lot of work to make this happen. There will be more to come.</li> <li>• February 8<sup>th</sup> is the medical staff social.</li> </ul>	For information only.	Dr. Steinke
Quality & Patient Safety Director	P. Joines stated his department is working on possibly tracking H&P turn around and the possibility of having that on OPPE and will take to CEC as well.	For information only.	P. Joines/ MSC
Board Report	<p>A copy of the October Board minutes was attached to the packet (attachment I) for review</p> <p>J. Van Osdol stated the board approved the funds for the build out of the clinic 3<sup>rd</sup> floor.</p>	For information only.	Board Rep.
Adjournment	The meeting adjourned at 1303.	The next meeting is scheduled for January 20, 2020	
Date:	Recorded by: Medical Staff Coordinator	Approved by: President of the Medical Staff	