

**MINUTES OF THE GOVERNING BOARD MEETING OF THE NORTHSORE  
REHABILITATION HOSPITAL**

**MEETING HELD IN VIA TELECONFERENCE ON March 7, 2022**

A Governing Board Meeting of the Northshore Rehabilitation Hospital was held March 7, 2022 via teleconference pursuant to the Proclamation by the Governor of Louisiana (Proclamation Number 41 JBE 2020).

**Members Present**

Mr. Jon Skinner

Dr. Laurel Dupont

Dr. Gollamudi Reddy

Mr. Joe Catalano

Mrs. Sharon Toups

Ms. Holly Sanchez

**Also Present**

Carlene White, DQM; Fran St. Pierre, CNO; Amy Willcutt, HRM; Abi Baker, DBD; Becky Crosby, DOR; Lynne Gervasi RDQM

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**I. CALL TO ORDER**

The meeting was called to order at 9:03 a.m. by Jon Skinner. A quorum was present at 9:40 a.m.

- I. QUALITY REPORT:** Presented by Ms. Carlene White at 9:05am.
- II. LEADERSHIP REPORT:** Presented by Dr. Laurel Dupont at 9:15am.
- III. DBD REPORT:** Presented by Mrs. Abi Baker at 9:30am.
- IV. HR REPORT:** Presented by Mrs. Amy Willcutt at 9:38am.
- V. CNO REPORT:** Presented by Mrs. Fran St. Pierre at 9:42am.
  - a. Discussion led by Ms. Fran St. Pierre regarding staffing
- VI. DOR REPORT:** Presented by Mrs. Becky Crosby at 9:50am.
- VII. MOTION TO APPROVE MINUTES FROM GB MEETING ON 11/11/2021.**
  - a. MOTION MADE BY DR. REDDY AT 9:52AM TO APPROVE MINUTES FROM PREVIOUS GB MEETING HELD ON 11/11/2021. MOTION DULY SECONDED BY MRS. SHARON TOUPS.
- VIII. MEDICAL STAFF APPOINTMENTS:**
  - a. NO APPOINTMENTS OR REAPPOINTMENTS FOR APPROVAL

**IX. MEDICAL EXECUTIVE COMMITTEE REPORT:**

- a. MOTION TO APPROVE MINUTES FROM MEC ON 1/20/2022. MOTION MADE BY DR. REDDY AT 9:53 AM TO APPROVE MINUTES FROM PREVIOUS MEC MEETING HELD ON 1/13/2022 AND 1/20/22. MOTION DULY SECONDED BY MS. SHARON TOUPS.

**X. OTHER BUSINESS/APPROVALS**

- a. MOTION TO APPROVE THE FOLLOWING MANUALS, APPOINTMENTS, PLANS AND POLICIES AND PROCEDURES WAS MADE BY DR. REDDY AND DULY SECONDED BY MRS. SHARON TOUPS.

*2022 Annual Review of the EOC Management Plans*

*2022 NSR.96HR.Sustainability.Tool*

*Epic Downtime Manual\_BCA\_Dec 2021*

*HVA 2022*

*Inpatient Physician- Restraint Orders*

*NSR 2022 Exposure Control Plan IC 3 Appendix - C IRH*

*Nutrition Care Manual Updates November 10 2021*

*Policy Manual*

*ur\_plan2022*

*Appointment of Safety Officer*

*Safety Officer Authority*

*Appointment of Infection Control Officer*

**MEDICAL RECORDS**

*RH-MR-105DA Special Procedure List 01.22*

**NURSING**

*RH-NU-115 Vascular Access Device Peripheral 01.22*

*RH-NU-115A Short PIV Insertion & Removal 01.22*

*RH-NU-115B Midline Removal 01.22*

*RH-NU-115C Guidelines for Short PIVC and Midline Administration Sets 01.22*

*RH-NU-115D Guideline for Flushing, Locking and Dressing Change 01.22*

*RH-NU-116 Vascular Access Device- Central 01.22*

*RH-NU-116A Vascular Access Device- Central Guideline for PICC Removal 01.22*

*RH-NU-116B Guidelines for Flushing, Locking, and Dressing Change 01.22*

*RH-NU-116C Guidelines for CVAD Administration Sets 01.22*

*RH-NU-116D Guidelines for CVD Occlusions 01.22*

*RH-NU-119 SCI Bowel Program*

*RH-NU-142A Blood Transfusion Reaction or Suspected Reaction*

*RH-NU-149 Use of Therapeutic Modalities- Heat-Cold 01.22*

**ADMINISTRATION**

*RH-AD-128 Workplace Violence Prevention Program 01.22*

**INFECTION CONTROL**

*IC 1 Appendix - A Annual Risk Assessment IRH 2022*

*Infection Control Plan and Eval 2022*

*NSR 2022 Exposure Control Plan IC 3 Appendix - C IRH*

**ICSM**

**CLINICAL**

*RH-CL-109 Emergencies and Transfers 12-21.docx*

*RH-CL-114E Moderate High Fall Risk Room Sign 01.22.docx*

*RH-CL-131 Restraint.20*

***Pharmacy***

*Floor Stock List- List attached for approval*  
*C02-P Controlled Substance Management*  
*F05-P Filtration of IV Medications*  
*M11-P Medication Administration Record – EPIC*  
*O03-P Orientation and Competency Assessment*  
*S02-P Self-Administration of Medications*  
*P04-p Patient Profiles and Medication Order Process*  
*W01-P Who May Administer Medications*

b. MOTION TO APPROVE THE FOLLOWING AREAS OF FOCUS FOR COMMUNITY HEALTH NEEDS ASSESSMENT IMPLEMENTATION PLAN WAS MADE BY MS. HOLLY SANCHEZ AND DULY SECONDED BY DR. REDDY.

- i. Access to and continuity of care*
- ii. Education and health literacy*
- iii. Behavior health*

**XI. ADJOURNMENT**

There being no further business to come before the Board, A MOTION WAS MADE BY JON SKINNER AND DULY SECONDED BY DR. REDDY TO ADJOURN AT 9:58 AM