MINUTES OF THE GOVERNING BOARD MEETING OF THE NORTHSHORE REHABILITATION HOSPITAL

MEETING HELD IN VIA TELECONFERENCE ON August 25, 2021

A Governing Board Meeting of the Northshore Rehabilitation Hospital was held August 25, 2021 via teleconference pursuant to the Proclamation by the Governor of Louisiana (Proclamation Number 41 JBE 2020).

Members Present

Mrs. Laurel Dupont

Dr. Gollamudi Reddy

Dr. Beth Hudson

Mrs. Sharon Toups

Ms. Holly Sanchez

Mr. Harry Reese

Also Present

Carlene White, DQM; Fran St. Pierre, CNO; Amy Willcutt, HRM; Jill Lirette, DBD; Becky Crosby, DOR; Teresa Pocher RDQM; Brian Fritz, RDOR; Rebecca Hale, RDHR

I. **CALL TO ORDER**

The meeting was called to order at 9:07 a.m. by Laurel Dupont. A quorum was present.

I. **MOTION TO APPROVE MINUTES FROM GB MEETING ON 5/26/2021.**
   a. MOTION MADE BY DR. BETH HUDSON AT 9:07AM TO APPROVE MINUTES FROM PREVIOUS GB MEETING HELD ON 5/26/2021. MOTION DULY SECONDED BY MR. HARRY RESSE.

II. **MEDICAL EXECUTIVE COMMITTEE REPORT:**
   a. Discussion led by Dr. Reddy on blood utilization review and acute care transfer reviews.
   b. MOTION TO APPROVE MINUTES FROM MEC ON 4/21/2021. MOTION MADE BY MRS. SHARON TOUPS AT 9:08AM TO APPROVE MINUTES FROM MEC MEETINGS HELD ON 7/9/2021 AND 8/4/2021. MOTION DULY SECONDED BY DR. BETH HUDSON.

III. **QUALITY REPORT:** Presented by Ms. Carlene White at 9:10am.

IV. **LEADERSHIP REPORT:** Presented by Mrs. Laurel Dupont at 9:29am.

a. Discussion led by Mrs. Laurel Dupont regarding food services and overall patient satisfaction.
b. Employees who received ECCE nominations and recognition for the Good Catch Program were acknowledged.
c. Discussion led by Mrs. Laurel Dupont on Ready, Set, Go Program.

V. **DBD REPORT:** Presented by Mrs. Jill Lirette at 9:39am.

VI. **HR REPORT:** Presented by Ms. Rebecca Hale at 9:46am.

VII. **CNO REPORT:** Presented by Mrs. Fran St. Pierre at 9:50am.
a. Discussion led by Ms. Fran St. Pierre regarding 12 Daisy Awards submissions.

VIII. **DOR REPORT:** Presented by Mrs. Becky Crosby at 9:55am.

IX. **MEDICAL STAFF APPOINTMENTS:**
a. MOTION MADE BY MRS. SHARON TOUPS AT 10:06 AM TO APPROVE MEDICAL STAFF APPOINTMENTS FROM PREVIOUS MEC MEETINGS HELD ON 7/9/2021 AND 8/4/2021. MOTION DULY SECONDED BY DR. BETH HUDSON.

X. **OTHER BUSINESS/APPROVALS**
a. MOTION MADE BY DR. BETH HUDSON AND DULY SECONDED BY MRS. SHARON TOUPS TO APPROVE THE FOLLOWING POLICIES AND PROCEDURES:

Pharmacy revised Policy
H03-P Hazardous Medication and Handling, Appendix A
Pharmacy Risk Annual Review
Pharmacy Policy and Procedure Manual
Pharmacy National Formulary
Pharmacy Therapeutic Substitution List
Pharmacy Floor Stock List
IRH Wound Chapter TOC: Wound Manual
Pressure Injury Prevention (PIP)
Approach to PIP
Braden's Score for Skin Risk Assessment
Prevention and Management of Moisture Associated Skin Damage (MASD)
Ankle Brachial Index
Wound Assessment
Wound Camera Cleaning Guidelines
Wound Photography
Management of Clinical Digital Images
Assessment of Stalled or Infected Wounds
Wound Cultures
Wound Documentation
Lower Extremity Arterial (ischemic) and Neuropathic (diabetic) Ulcer Algorithm
Venous Stasis Wounds
Deep Wound with Dry to Moderate Drainage With or Without Necrosis
Deep Wound with Moderate to Heavy Drainage With or Without Necrosis
Skin Tears
Management of Heels with Eschar

Shallow Wound Minimal Drainage with or without Necrosis
Shallow Wound Moderate to Heavy Drainage With or Without Necrosis
Stalled Wounds
Negative Pressure Wound Therapy
Clorpactin for Wound Management
Overview and Management of Fistulas

COVID 19 Healthcare ETS Written Plan
COVID 19 Exposure Risk Assessment

Policies and Procedures changes

RH-AD-102 Admission Criteria and Process; Adult
RH-CL-129 Precautions-Color Coded Wrist Bands
RH-CL-134 Safety Suicide Prevention
RH-CL-148A Bladder Management
RH-CL-148B Urinary Catheter Management
RH-CL-152 Diarrhea Algorithm
RH-HR-120C Nursing Staffing Plan - Ohio
RH-NU-142 Transfusion of Blood and Blood Products
RH-RH-15 High Level Disinfection of Fiber Endoscopic Examination of Swallowing (FEES) Scope
WT-01 Glucose Monitoring Accu-Chek Inform II
WT-02 Linearity Testing_Accu-Chek_Inform II
WT-03 Proficiency Testing_Accu-Check_Inform II
All other policies All Wound Manual
WC II - 4 Wound Photography

Local Policies Removal

RH AD 102L Admissions Criteria and Process Adult
RH-AD-105L Autopsy
RH-AD-112L Organ and Tissue Donation
RH AD 116L Rehab Program and Plan of Care
RH AD 124L Evacuation of Patients
RH CL 105L Critical Value Reporting
RH CL 109L Emergencies and Transfers
RH-CL-126L Patient Death
RH CL 129L Precautions-Color Coded Wrist Bands
RH CL 137L Respiratory Services
RH-CL-146L Radiology Services
RH-CL-147L Clinical Laboratory Services
RH-HR-118L New Employee Orientation
RH-HR-135L Reporting Illness
RH MM 200L Disposal of Pharmaceutical Waste
RH MM 201L Contrast Media
RH MM 202L Anticoagulation
RH MM 203L Intravenous Medication Guidelines
RH MM 204L Total Parenteral Nutrition
RH-MM-205L Medication Reconciliation
RH-MM-206L Intravenous Magnesium Administration
RH-MM-207L Intravenous Potassium Administration
RH-MM-208L Monitoring of Medications Effect on Patient
RH-MM-209L Review of Medication Orders

RH-MM-210L Alarm Policy
RH-MM-211L IV Room
RH-MM-212L Prescription blank design and control
RH-MM-213L Emergency Drug Supplies
RH-MM-214L Drug Distribution
RH-MR-106L Disaster Recovery Practices
RH-MR-113L Ownership of the Medical Record
RH-MR-114L Physician Orders
RH-MR-116L Release of Medical Information
RH-MR-121L Record Retention
RH-NU 142AL Transfusion Reaction Procedure
RH-NU-142L Transfusion, Blood-Blood by Products
RH-PR 106L Patient Rights and Responsibilities
RH-PR 109L Abuse Identifying and Reporting

XI. ADJOURNMENT

There being no further business to come before the GB, a MOTION WAS MADE BY MRS. LAUREL DUPONT AT 10:09AM AND SECONDED BY DR. BETH HUDSON TO ADJOURN.