

## **Board of Directors Meeting, Executive team summary-Sept 29th, 2016**

Medical Director-Mark Apfel:

We are continuing to work on developing the required policies and procedures for PCMH. I did speak with Danielle Oryn this weekend. She is the Chief Medical Information Officer at Petaluma Health Center and she gave me the names of 2 people at the Redwood Coalition and a 3<sup>rd</sup> person at her clinic who should be able to help us with policies and procedures

I did finally spend a morning at MCHC observing at their Suboxone Clinic and watching their processes so that we can develop a good protocol for use of this medication. I do have their policies and procedures which I will present to QI and PI this month. I did attend an Opioid Summit in Oakland last week which was helpful and I think there may be a simpler way to transition people onto Suboxone from other narcotics without making them go through withdrawal

We are still awaiting the \$25,000 from FMC to buy our Ultrasound machine. I am not sure what the hold up is

I will be receiving an award from UVMC as a 2016 Physician Hero. There will be an awards dinner on November 17.

Operations Director- Fabiola Cornejo

- Continue supporting documents for both Financial and Scope change Audits. Financial Audit should be completed on our end, waiting to hear back from auditors
- Patient Satisfaction survey completed- results summary attached
- Harvest Festival planning still ongoing. Volunteers needed.

Executive Director-Chloe Guazzone:

HR

- BH position still open
- Rubi Castillo started to fill in for Sarah Rossi (MA).

OUTREACH/HEALTH COACHING

- Health coaches meeting weekly to practice motivational interviewing and talk about diabetes education and goal setting.

- Annual Harvest festival and 40<sup>th</sup> anniversary party at the Apple hall is scheduled for Oct. 22<sup>nd</sup> with music and booths. Working on funds to support the band.

### **New initiatives**

- Developing Senior survey (in testing phase)
- Diabetes program (DEEP) and Tomando el control de Salud groups to roll out in January (6 week sessions).
- Prenatal P&Ps are being reviewed by QI and PI

### IT/EMR (with Jason's input)

- Bridge-IT installation completed, need training to learn generating reports
- Referrals, labs, messenger in progress
- Meaningful use attestation due December
- Mapping structured data for clinical quality measures (where to enter test results) and trainings will be needed following the mapping
- Immunizations
  - Proper training on entering Lot numbers/recording immunizations
  - Cleaning up old/inaccurate Immunizations

### COLLABORATION

- Alliance for Rural Community Health (ARCH)-POP-IQ project in collaboration with North Coast Clinic Network (NCCN) and ARCH clinics for quarterly monitoring of Uniform Data Systems (UDS) data, first quarter data submitted
- Waiting for revised MOU from care for her for Prenatal care
- Participation in an ARCH supported 340B compliance project. First meeting with the consultant occurred with some questions and feedback, 2<sup>nd</sup> site visit Sept. 27th.
- Serving on housing sub-committee of Healthy Mendocino, Fabi on family health
- Participating in MOU discussions with county mental health for better patient collaboration
- Attended Anderson Valley Community Action Coalition (AVCAC) for strategic planning

### PERFORMANCE IMPROVEMENT/QUALITY IMPROVEMENT

- Reviewing Prenatal Policies and procedures with the help of George Lee.
- Patient Centered Medical Home (PCMH) consultant is now underway and providing support to Fabi, Mark and I for PCMH completion and documentation requirements.
- Working on identifying Clinical Quality Measures (CQMs) for monitoring on provider board

## FINANCE/Billing

- 2 audits in progress (financial and scope change)
- Kelly is working the voluntary reimbursements to Medi-Cal.
- Vanessa tracking open claims by provider on our morning rounds. Claims greatly reduced, now working on nurse visits.
- Applied for Blue Shield core support grant (20K)

## ALL OTHER BUSINESS

- Working with David Redding on testing our water and meeting state standards.
- There have been no letters of intent to sue filed at AVHC. We have arranged for each provider to receive a newsletter from NorCal, our malpractice insurance provider.