

Board of Directors Meeting, Executive team summary-June 23rd, 2016

Medical Director-Mark Apfel:

I am continuing to work on developing the required policies and procedures for PCMH. I did have a pre-validation conference call with ECW and they made certain adjustments so that in 3 months, we will be validated for number of items. They did recommend that we get an add-on called healow messenger which will help us with the population health management. I'm waiting to hear from them regarding this

The addition of Gilbert to the nursing staff has been quite helpful

Chart Reviews are complete and have been reviewed with Cindy and Logan.

I attended a webinar on using Suboxone and have received my federal license to prescribe it. I plan on going to spend a morning at MCHC watching their processes so that we can develop a good protocol for use of this medication. I have talked with Paula: Cohen at ARCH regarding doing a workshop/training on Shared Decision Making. I would do this with Marcelle Scarmeglia from MCC who also attended the training. I have been asked to do a training for the Mendocino County Sheriff's Department regarding the new End-Of-Life Act Option and may also do one for ARCH as well. I am working on policies and procedures to implement at AVHC for this option.

Operations Director- Fabiola Cornejo

- Gilberto and I took the training Tomando Control de su Salud. We plan to host a 6-week training for our Hispanic community.
- 7 staff members received Motivational Interviewing training to use in our Health Coach program.
- Clinic has received confirmation of participation in the program Vaccines For Adults

Executive Director-Chloe Guazzone:

HR

- None of the 3 BH candidates interviewed worked out.
- Gilberto Alvarez has been hired as medical assistant/health educator.
- Interview with RN candidate for a floating position held.

OUTREACH

- Focus on skills building for health coaching. Target date to start is August 1.
- Harvest festival will be held Oct. 22nd. We will have it at the apple hall and have a big band this year to target the farm working community with the support of George Ortiz.
- We have integrated our committee with the BOD committee for “whole-person care” and have brainstormed a lot for how to go forward with next steps. We’ve determined a deeper analysis of community needs is needed (survey) and we will prioritize using that data and healthy Mendocino data.

IT/EMR

- Partnership HCP data is due July 31 for the fiscal year. We will clean and submit. Also, we are participating in a collaborative through ARCH to review UDS data quarterly using PopIQ (built through I2I).
- Dexis interface nearly done for panorex, panorex training done
- Working on setting up Bridge-IT installation
- Cancelled HITcare EMR contract
- HRSA funding opportunity due July 31st for IT/EMR and data quality improvement (we are eligible to apply for \$43,852)

COLLABORATION

- ARCH-POP-IQ project in collaboration with NCCN and ARCH clinics for quarterly monitoring of UDS data
- Attended the Healthy Mendocino presentation and strategic planning.
- Attended the Partnership Medical Directors Forum.

PERFORMANCE IMPROVEMENT/QUALITY IMPROVEMENT

- Nurse Practitioner practice agreement updated and brought to PI
- Job descriptions found for most, working on Dental (BH done)
- PCMH next big focus and researching home health shortage designation
- Stephanie delegation of back-office tasks and compliance issues, with new staff we are able to focus on assigning roles and setting up processes.
- Meaningful use in progress, increased networking between RCHC and Jason
- G. Lee conducted initial prenatal care set up meeting and HIPAA compliance “professional conduct” session with staff.
- Phan also led training on dental staff response in an emergency situation.
- Trainings set up for front desk staff.
- Eyepax training done for retinal screening of diabetic patients

- LEAN training for Fabi, Stephanie. Mark and I in SF in October.

FINANCE/Billing

- Vanessa working many of the things ID'ed by Kelly already have seen an uptick in revenue from splitting claims for code 18 for medi-medi patients
- Working on our data reporting to Partnership for maximum reimbursements for SBIRT, POLST, BMI etc. Due July 31st.
- Year-end report submitted to Blue Shield foundation for 20K core support grant.
- Received 20K from Barstow foundation and 12,600 from Tides to support Americorps positions.

All Other Business

- FTCA 2017 submitted.
- 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.