



DUE TO THE COVID-19 PANDEMIC THIS MEETING WILL BE CONDUCTED REMOTELY. Per proclamation 20-28 is the subsequent amendments, most recently Proclamation 20-28.13, MVH will not be providing a physical location to attend the audio feed. To join the ZOOM meeting dial 1 (253) 215-8782, enter the Meeting ID: 952 2463 4882. Or join the web view at <https://zoom.us/j/95224634882>. From a Smart Phone use One tap: +14086380968,,95224634882#

BOARD OF COMMISSIONERS MEETING

February 23, 2021

5:30 p.m. via ZOOM

AGENDA

- I. Meeting Called to Order:
 - A. Acceptance/Changes to Agenda (**Action**)
 - B. Approval of Minutes of February 9, 2021 Board Meeting (**Action**)
- II. Board Education: Eric Mathison, CRNA, Okanogan Valley Anesthesia
 - A. Pain Clinic
- III. Consent Agenda (**Action**)
 - A. Bad Debt & HAP

	MEDITECH	CERNER
Healthcare Assistance Program	\$4,089.06	\$144,452.94
Bad Debt	\$1,983.13	\$44,909.08
TOTAL	\$6,072.19	\$189,362.02
 - B. A/P Vouchers
 - i. General Fund #135024-135342 \$2,864,892.79
 - C. P/R Vouchers
 - i. 1/10/21-1/15/21 #45960-45962 \$2,539.78
 - ii. 1/24/21-1/29/21 #45963-45965 \$2,781.23
 - D. January EFTs \$59,208.92
- IV. Commissioner Committee/Liaison Reports:
 - A. Finance (/Ellen/Evon)
 - B. Facilities/Equipment (Brent/Gary)
 - C. Internal Relations (Ellen/Jerry)
 - D. External Relations (Jerry/Evon)
 - i. Policy Review and Approval (**Action**)

1. Bankruptcy Claims

- E. Executive (Gary/Brent)
- V. Quality Report
- VI. Old Business
- VII. New Business:
 - A. Assessment of Need: MVC Flooring Replacement (**Action**)
 - B. Assessment of Need: Cardiac Therapy Equipment (**Action**)
 - C. February Personnel Report
- VIII. Comments/Announcements:
 - A. Next Board Meeting: March 9, 2021 at 5:30 via Zoom
- IX. Adjourn (**Action**)



BOARD OF COMMISSIONERS MEETING

February 9, 2021

5:30 p.m. via Zoom

MINUTES DRAFT

PRESENT:

Gary Oestreich, Chairman
Evon LaGrou, Secretary
Ellen Delaney, Commissioner

Jerry Bowes, Vice-Chairman
Brent Yusi, Commissioner

STAFF:

Alan Fisher, Administrator
Holly Stanley, CFO
Richard Morales, Dir. of Marketing & PR
Megan Barton, Exec. Asst. (scribe)
Afton May, Director of QAPI

Rebecca Christoph, RN, DCPS
Randy Coffell, HR Director
Becky Corson, Clinic Administrator
Dr. Jennifer Thill, Chief Medical Officer

GUESTS: Carrie Anthony, Controller

REGRETS: Dr. Jules Sleiman, Chief of Staff

- I. Call to Order: Commissioner Oestreich called the meeting to order at 5:30 p.m.
 - A. Acceptance/Changes to Agenda
 - i. **Commissioner LaGrou motioned to approve the agenda as presented. Commissioner Delaney seconded. With no further discussion the motion passed unanimously.**
 - B. Approval of Minutes of January 26, 2021 Board Meeting
 - i. **Commissioner Bowes motioned to accept the minutes of January 26, 2021 as presented. Commissioner Delaney seconded. With no further discussion the motion passed unanimously.**
- II. Commissioner Committee/Liaison Reports:
 - A. Finance: Reviewed the draft December financials.
 - B. Facilities/Equipment: Has not met.
 - C. Internal Relations: Scheduled to meet tomorrow.
 - D. External Relations: Review of recent meeting.
 - E. Executive: Scheduled to meet Thursday.
- III. Administrator Report
 - A. Rural residency program will launch 2023. Onsite visit in March.
 - B. Alan testified with the legislature for telemedicine.
 - C. 2/13 mass vaccine clinic 9:30-3:00 with plans to administer 500 vaccines, need volunteers, invited the board to participate. Planning larger county-wide vaccine clinic in partnership with the other hospitals and clinics to be on Wednesday. We meet with the county partners weekly on Tuesdays.

- IV. Clinic Report: Launching integrated behavior health grant at the end of this month beginning with training. Still recruiting for a BH Manager. Flooring
- V. Medical Staff Report: Will meet on February 18th.
- VI. Old Business: None
- VII. New Business: None.
- VIII. Comments/Announcements:
 - A. Next Board Meeting: February 23, 2021 at 5:30 pm via Zoom
- IX. Adjourn: **Commissioner LaGrou motioned to adjourn. Commissioner Bowes seconded the motion. With no further discussion the motion passed unanimously. The meeting was adjourned at 5:42 p.m.**

Chairperson

Vice Chairperson

Commissioner

Commissioner

Secretary



Effective: 01/2000
 Approved: N/A
 Last Revised: 01/2021
 Due For Review: 1 year after approval
 Author: Holly Stanley: CFO
 Policy Area: Business Office
 References:

Bankruptcy Claims

Policy:

Creditor Claims will be filed against the guarantor of any account that has petitioned the court for a bankruptcy judgment.

Scope:

Business Office

Control:

Business Office Manager, Board of Directors, Administrator

Responsibilities:

The Patient Account Representative is responsible for performing the Claim procedure; Accounts Receivable is responsible for write-offs.

Procedure:

A. Identification of Accounts

Responsibility: Patient Account Representative

1. The Patient Account Representative will review all bankruptcy notices immediately upon receipt.

B. Filing Creditors Claims

1. If the account has been transferred to a collection agency, the Patient Accounts Representative will call the Collection Agency to advise them of the bankruptcy filing. Send a copy of the claim to the agency if they have not received a copy.
2. Document activity in the computer system on the patient's account.
3. Select all encounters that fall prior to the date of Bankruptcy, and enter effective date of bankruptcy.
4. If it is Chapter 13, send in a proof of claim, which includes itemized billing.
5. Chapter 7 is liquidation of patients accounts, still apply adjustment.

C. Write Off

1. Transaction will create an automatic adjustment in Cerner, but will also send a review for BO Administrator to approve.

All revision dates:

01/2021, 12/2017, 11/2015, 05/2010

Attachments

No Attachments

Approval Signatures

Approver	Date
Randy Coffell: HR Director/Safety/Education	pending
Laura Crofoot: Business Office Supervisor	01/2021

COPY

ASSESSMENT OF NEED

Department : Mid-Valley Clinic

Assessment of Need: Okanogan Valley Clinic was purchased by Mid-Valley Hospital in 2003, and the carpeting in place then was not replaced. It is likely the carpeting is at least 20 years old. The exception is the carpeting in the 2005 ortho addition. However, that carpet is bunched up in many places and poses a tripping hazard as well as looking stained and worn. The flooring in exam rooms has also been in place for a minimum of 15 years in most all areas of the clinic. With the advent of COVID, the carpeted areas especially cannot adequately be sanitized. Linoleum is worn, discolored, and cracked in places. Tile in the ortho waiting room also poses a tripping hazard from the carpeted area to the front desk area. Researching, we found MONDO flooring, which is a rubber flooring that is durable, provides comfort with its thickness, is sustainable, easy to maintain, and is anti-bacterial and anti-microbial. It is the same flooring that the Omak School District has used and they recommend it as durable, easy to maintain, and lasting, amongst other benefits. Similar flooring that meet these specifications would be considered. This project would include the removal of existing flooring, assessment of subflooring and possible replacement if needed, installation of the rubber flooring, Installation of a 4.5" rubber base floor molding, and disposal of old flooring.

PHASE I & II: Replace all carpeted areas with the exception of carpeted offices. Estimated square footage is approximately 4,792 square feet.

PHASE III & IV: Replace flooring in exam rooms, office rooms, x-ray rooms, bathrooms, and remaining floors. Total square footage is approximately 7,847 square feet.

Financial Impact: Total cost for replacing all flooring is estimated to be between \$240,000 and \$300,000. We have a Federal RHC COVID grant that must be used by June 30, 2021, and a DOH Ship Grant for \$83,000 that must be used by September 2021. Remaining funding needed to complete the entire project would total \$107,000 to \$167,000 depending upon approved bid.

Staff Resources: To minimize down time and impact on patient care services in the clinic, the preference is for successful bidders to complete a section of work over the weekend. This can be flexible with the shifting of patient care services within the clinic to accommodate additional week days. Maintenance would need to clear areas that are to have flooring installed prior to their coming on site. IT would need to move electronic equipment and phones in areas floors are being replaced. Staff would have to move their work stations during construction in their areas.

Impact on Physicians : Days scheduled to see patients in clinic may need to be changed or cancelled or providers moved to another area to see their scheduled patients.

Staff Education: Staff will be educated on how to care for the new flooring and on any safety concerns while the construction team is on site if here during clinic hours.

Collaboration with other Community Efforts: N/A

Promotion of Project: Improving the overall appearance of the clinic will provide curb appeal as well as a clean appearance to potential patients.

Use of Volunteers: N/A

Patient Safety: The proposed flooring provides a comfortable, non-slick surface and is designed with safety in mind. It will also provide an easily sanitized, anti-bacterial and anti-microbial surface. Replacing the carpeted areas in orthopedics clinic area will resolve a long-standing tripping hazard due to the carpet bunching up in places.

Employee Safety: Same as above for patient safety.

Quality Improvement: Having one flooring throughout the building will create efficiency in maintenance as well as superior sanitation of floor surfaces.

ASSESSMENT OF NEED

Department : Mid Valley Therapy

Assessment of Need: We are requesting the LSI 4 Channel Telemetry System Patient Monitoring and Clinical Documentation System for Cardiac Rehabilitation. This includes 4 channel Telemetry system, central monitoring station with software, ECG transmitters, 4 telemetry modules, touch to chart module with touch screen, standard installation and in service training program, 2 SPO2 monitors and modules, software license, and required interface to be compatible with Cerner.

Cardiac Rehabilitation is a medically supervised, multi-faceted, team based secondary prevention program aimed to improve heart health for individuals whom have suffered from a cardiac related event or condition and/or a cardiac procedure. It includes supervised and cardiac monitored exercise training, patient education and heart healthy skill development. It typically consists of 18-36 one hour sessions in an outpatient setting that is customized to meet each patient's individual needs.

Financial Impact: The revenue for Cardiac Rehabilitation services are:

93798	\$124	31-89min of Exercise with continuous EKG
93797	\$119	31-89 min of Exercise without continuous EKG

You can charge 2 units if patient performs 90 min of exercise for either code.

Staff Resources: Our cardiac rehabilitation program will rely on various departments including: therapy, nursing, respiratory, and possibly dietary.

Impact on Physicians : Their patients will be able to participate in Cardiac rehabilitation locally, versus having to commute 1-2 hours.

Staff Education: Training for the LSI system will be provided by LSI in a 4 days staged onsite in-service training program.

Collaboration with other Community Efforts: Central Washington Hospital has been an extremely helpful mentor for all stages of Cardiac Rehabilitation planning process. They will be referring all cardiac rehab patients in our area to our program. Offer was made to have Cardiologist from Wenatchee involved in our program.

Promotion of Project: Director of Marketing will be involved to promote community awareness and education of our Cardiac Rehabilitation program. Information will be presented to our local and neighboring providers as well.

Patient Safety: Intakes will be completed prior to starting cardiac rehabilitation to ensure patients are appropriate for the program. Prior to each session, patient's vitals will be taken and documented. Continuous EKG during exercise regime will be completed and if any medical concerns arise, actions will be taken. There will be a daily physical available as well as a Medical director with expertise in Cardiology will be following each patient. All staff will have adequate training in CPR, ALCS, code procedures, and EKG assessment.

Employee Safety: Each patient will be assessed prior to starting the program to ensure they are IND with transfers and safe with using available equipment. Cardiac rehabilitation is NOT physical therapy. If patient is not appropriate for rehab due to their and staff safety, it may be determined that physical therapy would be an appropriate treatment first.

Quality Improvement: Cardiac rehabilitation has several benefits including: controlling heart disease symptoms, stopping or reversing damage to blood vessels in the heart, lessens the physical and emotional effects of heart disease, improves stamina and strength, improves confidence and well-being and ultimately reduces mortality rates. Providing cardiac rehabilitation to our community members that have suffered from a cardiac event or procedure is excellent customer service. This will greatly enhance the overall care of our patients, especially those suffering from cardiac related events and procedures.

Recruiting Summary

Jobs

Created Jobs

6

Published Jobs

8

Hires

8

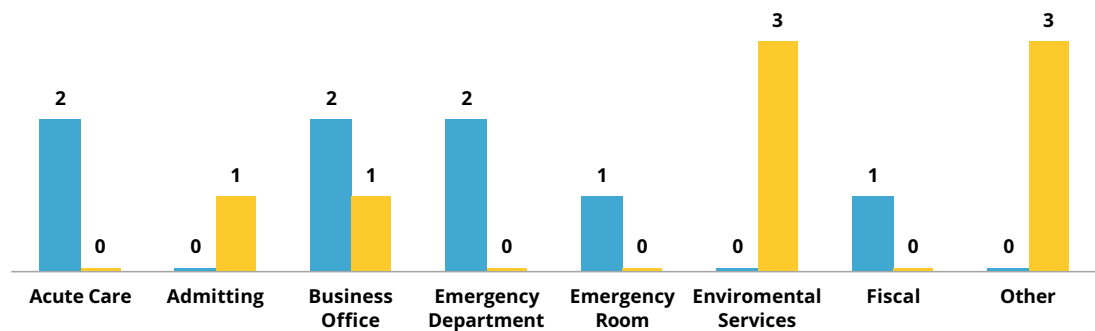
Average Time to Fill

16

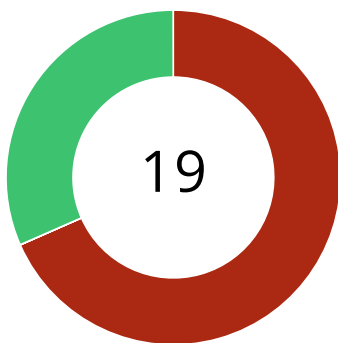
Job and Hire Breakdown

Departments Locations

● Published Jobs
● Hires



Applications



Applications

- appcast.io - JobTarget via Jo...
- careerbuilder.com - JobTarg...
- google.com
- Internal
- jooble.org - JobTarget via Jo...
- monster.com - JobTarget via...
- mvhealth.org
- thejobnetwork.com - JobTar...
- ziprecruiter.com - JobTarget...
- All Others (32)

Candidates

Total Candidates

19

Manually Added Candidates

—



Feedback

What's New

Jobs Dashboard

Public Careers Page

Create New Job

Active Jobs

Archived Jobs

Search by Job Title

Filter By

Recr...

Recruiter

-- All --

Clear All

Published Jobs

29

Drafts & Closed Jobs

30

All Jobs

59

Status, Date	Title [ID], Location	New	Candidates	Offers	Hired	Action
Published 02/16/2021	.6 FTE-Registered Nurse Emergency Room, NOC [3618] Mid-Valley Hospital	2	2	0	0	...
Published 08/13/2020	.6 Occupational Therapist, Mid-Valley Therapy Depart... Mid-Valley Hospital	1	1	0	0	...
Published 02/02/2021	.75 FTE Registered Nurse, Acute Care (Day Shift) [3617] Mid-Valley Hospital	0	0	0	0	...
Published 08/13/2020	.75 Registered Nurse Emergency Room NOC [PR 3557] Mid-Valley Hospital	1	2	0	0	...
Published 08/13/2020	.75 Registered Nurse Emergency Room NOC Float [354... Mid-Valley Hospital	0	0	0	0	...
Published 08/13/2020	.9 Certified Nurses Aide Acute Care [PR 3531] Mid-Valley Hospital	1	6	0	1	...
Published 01/28/2021	.9 Certified Nurses Aide Acute Care, Day Shift [3615] Mid-Valley Hospital	0	0	0	0	...
Published 08/04/2020	.9 Ultrasound Tech, varied shifts [PR 3480] Mid-Valley Hospital	0	0	0	0	...
Published 08/13/2020	1.0 Medical Assistant [PR 3528] Mid-Valley Clinic	2	7	0	0	...
Published 09/02/2020	1.0 Medical Lab Tech/MT [PR 3580] Mid-Valley Hospital	0	2	0	0	...
Published 08/13/2020	1.0 Medical Lab Technician [PR 3583] Mid-Valley Hospital	0	0	0	0	...
Published 08/13/2020	1.0 Phlebotomist, varied shifts [PR 3577] Mid-Valley Hospital	0	2	0	0	...
Published 08/13/2020	1.0 Physical Therapist, Mid-Valley Therapy Departmen... Mid-Valley Hospital	1	2	0	0	...

Status, Date	Title [ID], Location	New	Candidates	Offers	Hired	Action
Published 02/01/2021	Assistant Controller (FULL TIME) [3616] Mid-Valley Hospital	0	2	0	0	...
Published 01/15/2021	Behavioral Health Care Manager (Full-time) [PR3613] Mid-Valley Clinic	1	1	0	0	...
Published 12/01/2020	Certified Nurses Aide NOC (.9 FTE) [3597] Mid-Valley Hospital	0	0	0	0	...
Published 12/16/2020	Chief Nursing Officer 1.0 FTE [3606] Mid-Valley Hospital	2	2	0	0	...
Published 01/14/2021	Clinical Systems Specialist Full time [PR 3612] Mid-Valley Clinic	0	1	0	0	...
Published 01/14/2021	ECHO TECH - Radiology (1. FTE) [3611] Mid-Valley Hospital	1	1	0	0	...
Published 08/13/2020	Health Information Clerk [PR 3551] Mid-Valley Hospital	2	3	0	0	...
Published 12/11/2020	Med Lab Tech MLT / MT 1.0 FTE [3605] Mid-Valley Hospital	1	2	0	0	...
Published 08/20/2020	OB Manager [PR 3550] Mid-Valley Hospital	0	3	0	0	...
Published 12/09/2020	OR Registered Nurse (1.0 FTE) [3599] Mid-Valley Hospital	0	0	0	0	...
Published 12/10/2020	Radiology Tech I (1.0 FTE) [3602] Mid-Valley Hospital	1	1	0	0	...
Published 12/10/2020	Radiology Tech I (.9 FTE) [3603] Mid-Valley Hospital	1	1	0	0	...
Paused 02/02/2021	Registered Nurse ER FLOAT EVENING SHIFT (11AM TO 1... Mid-Valley Hospital	0	0	0	0	...
Paused 02/02/2021	Registered Nurse ER FLOAT EVENING SHIFT (11AM to 1... Mid-Valley Hospital	0	0	0	0	...
Published 12/18/2020	Respiratory Therapist (1.0FTE) [3607] Mid-Valley Hospital	0	0	0	0	...
Published 08/13/2020	Ultrasound Tech, per diem, varied shifts [PR 3472] Mid-Valley Hospital	0	0	0	0	...