

SOUTHERN INYO HEALTHCARE DISTRICT

Notice of a Regular Meeting of the Board of Directors

Date: Tuesday, December 13, 2022

Time: 4:30 p.m.

Due to the COVID-19 state of emergency, the Board of Directors will conduct this meeting via video and tele-conference. A physical location will not be available to the public. You may participate in the meeting by using the call-in number specified in this Notice of Meeting. If you wish to speak to an item on the agenda, please inform the Board Chair when he/she asks for public comment. The Board's normal rules for public comment apply speakers are limited to 3 minutes per item. You may also email comments to mperkins@sihd.org prior to the start of the meeting, and your comment(s) will be distributed to the directors at the meeting.

If you need special assistance to participate in the meeting, please contact Maritza Perkins at 760-876-2210, and the district will attempt to accommodate your need.

Join Zoom Meeting

<https://us06web.zoom.us/j/87448407889?pwd=NmJmb1RDWGXnL0J6UTR1WlU2WVlBdz09>

Meeting ID: 874 4840 7889

Passcode: 491793

One tap mobile

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AGENDA

I. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

II. BUSINESS ITEMS

A. Consent Agenda: These items are considered routine and non-controversial and will be approved by one motion. If a member of the Board or public wishes to discuss an item, it will be removed from Consent and considered separately at the end of Business Items.

1. Approval of Policies & Procedures

a. Rural Health Clinic – Non-Clinical & Clinical (Approved by Med Staff)

- 1. Acute chest pain
- 2. Advance Directive
- 3. AED10
- 4. Aftercare Instructions
- 5. Alcohol & Substance Abuse
- 6. Animal Bites
- 7. ANOSCOPY

Board of Directors:

Charles Carson
President

Bruce Branson
Vice President

Carma Roper
Secretary

Mark Lacey
Treasurer

Jaque Hickman
Director

8. AUDIOMETRY TESTING
9. Burn Care
10. Certifying a Drug-Free Workplace
11. CHART AUDIT
12. Clean Dressing Change
13. Clinic Appts Review
14. Cold Compresses
15. Competency
16. COMPLAINT FORM
17. Complaint Procedure
18. Confidentiality of Information
19. CONFIDENTIALITY
20. CONSENT FORM FOR SURGICAL SPECIAL PROCEDURES
21. CONSET FORM FOR PROCEDURES
22. Cryosurgery
23. DESCRIPTION OF SERVICES
24. Diagnostic Imaging
25. Disaster Plan for Nursing Personnel
26. Disaster, Fire Policy
27. DISCHARGE INSTRUCTIONS
28. DOCUMENTATION REQUIREMENTS
29. Domestic Violence
30. EAR IRRIGATION
31. Ear Wash System
32. Employee Benefits.2010clinic
33. EMPLOYEE INJURIES ANDOR EXPOUSURE
34. Employment Categories
35. ENDOMETRIAL BIOPSY
36. Equipment and Supplies
37. EVACUATION OF EXTERNAL HEMORRHOID
38. Eye Irrigation
39. Eye Irrigation with Use of Morgan Lens
40. Eye Medication Administration
41. Eye Ointment Application
42. Fecal occult blood
43. Female Cath Insertion and Removal
44. Female Chlamydia Culture
45. FISHHOOK REMOVAL
46. Foreign Body Removal
47. Ganglion Cyst Aspiration and Steroid Injection
48. General IV Therapy
49. Handheld Nebulizer Treatment
50. Hemorrhoids
51. Hepatitis B Vaccine Declination Form
52. HIPAA Violation of Confidentiality
53. HOURS OF OPERATION
54. Hypoglycemia 2ssessment and treatment
55. Incident, Accident, Med Error Report
56. Incision and Drainage of Soft Tissue Abscess
57. Infection Control
58. Infectious Waste
59. Instillation of Ear Drops
60. Instrument Equipment Cleaning
61. Intradermal Injection
62. Intramuscular Injection
63. JOINT ASPIRATION
64. Lab Results
65. LACERATION REPAIR
66. Language Line
67. Leaving against medical advice
68. LESION REMOVAL
69. Male Catheter Insertion and Removal
70. MEDICAL ASSISTANT SCOPE OF PRACTICE
71. Medical Referrals
72. MEDICAL TREATMENT OF MINORS
73. Medication Handling and Administration

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74. Nail Trephination
75. Non-Covered Services
76. Non-Sterile Eye Compresses
77. Nursing Assessment by LVN, MA
78. Outdated Supply Check
79. Outdated, Damaged Drugs
80. Outgoing Laboratory Tests
81. Oxygen Administration
82. PATIENT PREPARATION EXAM ADULT
83. PATIENT PREPARATION EXAM WELL WOMAN EXAM PAP
84. PATIENT PREPARATION EXAM INFANT
85. PATIENT PREPARATION EXAM PEDIATRIC
86. PESSARY INSERTION AND REMOVAL
87. PFT
88. PHYSICIAN QA OF CHARTS
89. POLICY SEBACEOUS CYST REMOVAL
90. POLICY TONGUE TIE SNIPPING
91. PP Physicians
92. Productive Work Environment (Harassment).
93. PROTOCOL FOR EXPOSURE TO BLOODBORNE PATHOGENS
94. Pulse Deficit
95. PUNCH BIOPSY
96. Refusal of Treatment
97. Respiratory, Cough Etiquette
98. Responsibility, Authority, Accountability
99. Salary Administration
100. Signed Consent
101. SIH NON-COVERED SERVICES RELEASE FORM
102. SIH PP Adverse Drug Reaction
103. SKIN CLOSURE DERMABOND APPLICATION
104. Skin tag removal
105. SLING, SPLINT AND TAPING APPLICATION
106. Slit Lamp
107. Snake Bites
108. STAPLE INSERTION
109. STAPLE REMOVAL
110. Sterile Dressing Change
111. Sterile Eye Compresses
112. STERI-STRIPS
113. Strep A
114. Sub-Q Injections
115. Toenails Removal
116. Trigger Point Injections
117. Tympanic Temperature
118. UNRESPONSIVE, NON-BREATHING ADULT
119. Urethral dilation
120. Use of Liquid Nitrogen
121. VITAL SIGNS
122. Warm Compresses
123. Wound Packing

b. Clinical- Hospital (Approved by Med Staff)

1. 1027A- Antimicrobial Stewardship Program
2. 3007.1- Emergency_Crash_Carts
3. 3008.1- Emergency_Crash_Cart_Security_and_Accountability
4. 6016 - Emergency Crash Carts
5. 8219 - Telemetry
6. E268_6040 - IV Solutions - Preparation by Non-Pharmacy Staff in Absence of Pharmacist.2022
7. Infection Control Committee Charter_2022
8. Critical Drugs & Drips 2022
9. Admission Policy
10. SIH Treatment Protocols and Guidelines Overview of MAT Treatment Phases
11. Ultrasound Coverage

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c. Administration

- 1) Accounts Payable
- 2) Administration Manual
- 3) Administration Rights and Responsibilities
- 4) Agreements - Transfers Procedure
- 5) Agreements - Contracts Procedure
- 6) Authority in Absence of CEO
- 7) Auto Coverage Program Procedure
- 8) Autopsy
- 9) Board Report
- 10) Budget Process
- 11) Bulletin Boards
- 12) Bulletin Boards Procedure
- 13) Capital Equipment Authorization
- 14) CEO Open Door Policy
- 15) Chain of Command
- 16) Charge Master
- 17) Conference Room, Scheduling Procedure
- 18) Confidentiality of Medical Info Procedure
- 19) Confidentiality of Patient Information
- 20) Confidentiality of Patient Information – Orientation
- 21) Conflict of Interest – Statement of Economic Interest Procedure
- 22) Correspondence External
- 23) Department Extension List Procedure
- 24) Department Managers Meeting Procedure
- 25) Department Rules
- 26) Department Staffing and Scheduling
- 27) Disaster Drills Procedure
- 28) Donations
- 29) Driver Training
- 30) Driving Training – Transportation Form
- 31) Emergency On-Call
- 32) Filing Procedure
- 33) Fire-Safety Program
- 34) Health Department Reporting
- 35) Hospital Policy and Procedure
- 36) Hospital Procedures Manuals
- 37) Incidents, Reports, and Claims Procedure
- 38) Key
- 39) Legal Claims
- 40) Mail Procedure
- 41) Management Meetings
- 42) Marketing Policy – Internal
- 43) Media Guidelines – External
- 44) Medical Records
- 45) Meeting Pre-Approval Request
- 46) Meeting, Travel, or Lodging Procedure
- 47) Notification of New Administrator-CEO Procedure
- 48) Ordering Supplies Procedure
- 49) Outside Groups Meeting in the Hospital
- 50) Pastoral Services
- 51) Patient Accommodations
- 52) Patient Self-Determination Act
- 53) Petty Cash
- 54) Private Vehicles
- 55) Procedure for Administrating the Solicitation and Distribution Policy
- 56) Procedure Manuals
- 57) Room Service Charges
- 58) Safety Belts

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- 59) Safety Surveillance
- 60) Smoking Regulations
- 61) Software Licenses
- 62) Solicitation and Distribution of Literature on Hospital Property
- 63) Telephone – Employees
- 64) Telephone Etiquette
- 65) Television – Patient Rooms
- 66) Temporary Privileges – Medical Staff
- 67) Title 22 Social Security Regulations Procedure
- 68) Transfer of Patients
- 69) Travel, Meeting, and Educational Expense

2. Approval of Medical Staff Privileges

- a. Daniel Chen, MD, Temporary 90 days Medical Staff Privileges

- B. Resolution 22-14 Authorizing Remote Meetings During State of Emergency (Legal Counsel)
- C. CompuGroup Medical Inc. (SchuyLab) Contract
- D. CompuGroup Medical Inc. (SchuyLab) Addendums with PointClick Care
- E. CompuGroup Medical Inc. (SchuyLab) Addendums with LabCorp

III. REPORTS

A. CEO Report & Hospital Operations Update

- 1. Financials - Wes Thew, Financial Consultant
- 2. CEO Report- Peter Spiers, CEO

IV. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

V. BOARD OF DIRECTORS COMMENTS ON ITEMS NOT ON THE AGENDA

VI. ADJOURNMENT

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NOTICE TO THE PUBLIC

PUBLIC COMMENT PERIOD FOR REGULAR MEETINGS

Members of the public may comment on any item on the agenda before the Board takes action on it. The public may also comment on items of interest to the public that are within the subject matter jurisdiction of the Board; provided, however, the Board may not take action on any item not appearing on the agenda unless the action is otherwise authorized by law. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak.

COPIES OF PUBLIC RECORDS

All writings, materials, and information provided to the Board for their consideration relating to any open session agenda item of the meeting are available for public inspection and copying during regular business hours at the Administration Office of the District at 501 E. Locust Street, Lone Pine, California.

COMPLIANCE WITH ADA

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (Cal. Gov't Cod. § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Administrative Office during regular business hours by phone at (760) 876-5501, or in person at the District's Administrative Office at 501 E. Locust St., Lone Pine, California.

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