

**WAUKESHA COUNTY HEALTH AND HUMAN SERVICES
JOINT CONFERENCE SUB-COMMITTEE
MINUTES
Monday, March 1, 2010**

Board Members Present: Joe Vitale, Dennis Farrell, Janel Brandtjen
Board Members Excused: Michael O'Brien, Pauline Jaske

Staff Members Present: Dr. James Rutherford, Dr. Rada Malinovic, Donald Mauer, Elizabeth Doria, Cindy Buchholz, Mary Lu Visauer, Janet Rasmussen, Pat Russell,
Staff Members Excused: Dr. Peter Schuler, Dr. Michele Cusatis, Mike DeMares, Janet Koller

Mr. Joe Vitale called the meeting to order at 1:30 PM. Introductions were made.

Announcements:

D. Mauer announced the Human Services Day in Madison, organized by the Wisconsin Counties Association and the Wisconsin Counties Human Services Association. This is an opportunity to educate legislators on funding issues, service mandates and Human Service issues need to be addressed.

Dr. Rada Malinovic was introduced by Dr. Rutherford.

Minutes:

The minutes were reviewed. D. Farrell moved to approve the minutes and J. Brandtjen seconded the motion. The minutes were approved as published.

Hospital Services Update:

C. Buchholz presented the new dietary policies and procedures for committee approval. D. Mauer explained the need for policies and procedures. Discussion followed.

Dr. Rutherford explained the policies and procedures with minor changes. Discussion followed.

J. Brandtjen moved to approve all of the policies and procedures. D. Farrell seconded the motion. The policies and procedures were approved.

Hospital Statistics:

The hospital statistics for 2009 were distributed. There were a total of 1103 admissions and 1102 discharges. The average daily census was 20. The average number of beds occupied was 22.8. Revenue for 2009 was \$2,421,554.20. Discussion followed.

Hospital statistics for January 2010 were distributed. There were 83 admissions and 87 discharges. The average length of stay was 7.5 days. The average daily census was 22. The average number of beds occupied was 24. Revenue was \$109,053.57. A refund of \$72,053.61 was primarily a result of missing or incomplete Certificate of Need (CON) for Medicaid Services for services in 2006 and 2007. The Certificate of Need must be completed for anyone under the age of 21 to obtain Medicaid funding. A comprehensive plan of action was developed in 2008 that includes the HHS Fiscal Department, Utilization Review, Social Work and Medical Records working as a team to confirm that the forms are completed and placed in the medical record.

E. Doria reviewed the handouts for overflow and diversions 2000-2008 and MHC admissions 1989-2009. Discussion followed.

Performance Improvement:

J. Rasmussen reported the following departments met all of their Performance Improvement standards for this quarter: Lab, Pharmacy, Dietary, Occupational Therapy, Medically Managed Detox of Chapter 51.45 patients, Vehicle on Premises, Housekeeping, and Facilities Management.

The following departments did not meet their threshold in one or more areas for this quarter: Social Work, Inpatient Psychiatry, Medical Services, Psychology. Plans of correction have been received for Social Work and Psychology.

Utilization Review:

E. Doria reported that areas of Utilization Review (UR) continue to be challenging. Some insurance companies are increasing peer reviews (doctor-to-doctor reviews) based on the number of days the patient has been here rather than the symptomatology, and often times deny coverage. She reviews these cases with the attending psychiatrist and begins the appeal process.

Dr. Rutherford noted that some insurance policies do not allow prior authorization for outpatient prescriptions until after the patient is discharged. In these cases, the pharmacy must contact the prescriber to complete the prior authorization form which delays filling the prescription until authorization is obtained. Discussion followed on staff education and product information.

Medical and Psychological Staff:

Dr. Rutherford stated that the part time inpatient psychiatrist position is still open. There has been some interest. The position will be advertised again.

D. Farrell moved to approve the Hospital Statistics, Performance Improvement and Medical & Psychological Staff reports. J. Brandtjen seconded the motion. The motion passed.

J. Vitale asked committee members to submit any agenda items for the June 7, 2010 meeting to M. DeMares or B. Sylvester.

There was no other business. D. Farrell moved to adjourn. J. Brandtjen seconded the motion. The meeting was adjourned at 3:07 PM.

Respectfully submitted,

Barbara J. Sylvester
Recorder

Approved by: _____

Michael L. O'Brien

Date: _____

6/7/10