

**WAUKESHA COUNTY HEALTH AND HUMAN SERVICES
JOINT CONFERENCE SUB-COMMITTEE
MINUTES
Monday, June 1, 2015**

Board Members Present: Mike O'Brien, Lori Cronin, Dr. Steven Kulick, Duane Paulson, Janel Brandtjen

Staff Members Present: Jennifer Beyer, Mary Lu Visauer, Jeff Lewis, Joan Sternweis, Cindy Buchholz, Crystal Boyd, Dr. James Rutherford, Dr. Rada Malinovic, Heidi Danko, Jennifer Andrews, Janet Koller.

Excused Absence: Cliff Hoeft

Mike O'Brien called the meeting to order at 1:31 p.m.

Minutes:

The May 4, 2015 minutes of the Joint Conference Committee meeting were reviewed.

MOTION: Duane Paulson made a motion, second by Lori Cronin to accept the minutes as amended to include wording that a background check was conducted on hospital appointments presented. All voted and the motion carried.

Hospital Statistics:

Lewis provided a handout of the full year end report. Inpatient admissions for April 2015 are down at 9.3 average days. The census is dropping; averaging in the 20's for May 2015. Lewis presented graphs on the number of admissions by month, day, and length of stay for 2014. Length of stay has been less than one week as most of the assessment work is completed within the first 72 hours of admission. With the use of injectable medications, the hospital is able to stabilize patients in a shorter timeframe and connect them to follow up resources for the long term. The 2014 readmission rate is 8.5% for under 30 days. Typical readmissions are for comorbid and personality disorders, and safety concerns. Lewis noted that one strategic objective is to look at patients who end back up in the hospital within 30 days. At the next meeting, Lewis will provide a report on the number of new people by first and second admission.

MOTION: Janel Brandtjen made a motion, second by Lori Cronin to accept the Hospital Statistics report. All voted and the motion carried.

Performance Improvement

Danko distributed the Performance Improvement report for the reporting period of March, April and May 2015. Six departments met all of their standards for this reporting period. They include: Dietary, Housekeeping, Lab, Occupational Therapy, Pharmacy, and Social Work.

The departments not meeting their threshold in one or more measures for this reporting period include: Health Information Department, Infection Control, Psychology Group Therapy, Psychology Testing, Radiology, Seclusion and Restraint, Inpatient Psychiatric Services, Medical Services, and Nursing. These have been reviewed within the department and plans for correction have been discussed.

Danko reviewed the detail of new and revised Performance Improvement Indicators as noted in the March 7, 2015 and March 12, 2015 reports.

MOTION: Janel Brandtjen made a motion, second by Dr. Steven Kulick to accept the Performance Improvement report. All voted and the motion carried.

Utilization Review (UR):

The Mental Health Center has seen an increase of individuals with insurance. A total of eight patients have been at the hospital longer than two weeks. Of the eight patients, all are in active treatment, and search for less restrictive setting for two patients continues.

MOTION: Lori Cronin made a motion, second by Duane Paulson to accept the Utilization Review report. All voted and the motion carried.

Medical and Psychological Staff:

Dr. Rutherford reported Dr. Heidi Lundeen, a locum tenen, will be filling in at the Mental Health Center through August 31, 2015. Dr. Lundeen is a University of Minnesota graduate, has filled in as a locum tenen previously at the hospital, and worked with the Veterans Administration. All credentials and references of Dr. Lundeen have been reviewed, and appointment to the medical staff has been recommended by the Medical and Psychological Staff committee.

Current outpatient psychologist, Jennifer Carrasco, is being credentialed to assist at the Mental Health Center. One application has been received for the Chief Psychiatrist vacancy.

MOTION: Janel Brandtjen made a motion, second by Duane Paulson to approve appointment of Dr. Heidi Lundeen till end of calendar year 2015. All voted and the motion carried.

Hospital Services Update

Lewis provided a report on the Mental Health Center facility. Notable items include:

1. Facilities is working with architect to create a front lobby interview room to allow for more privacy in a safe environment.
2. Alarms are all working.
3. Development of an Inpatient sensory room.
4. Added softer surface to the seclusion rooms.
5. Annual staff training has been modified.
6. Records – adding more active records; want to audit to make sure in compliance
7. Continue moving forward with CWS process.

MOTION: Duane Paulson made a motion, second by Janel Brandtjen to accept the Hospital Services update. All voted and the motion carried.

Insurance Denials

Beyer reported a new clearing house to reduce denials and speed up process has been established. The department is moving forward with training billing staff, work on manual sampling of insurance denials, and looking at sampling per program and per guarantor.

MOTION: Janel Brandtjen made a motion, second by Lori Cronin to accept the Insurance Denials update. All voted and the motion carried.

Policies and Procedures

None.

Next meeting Agenda Items:

The next meeting will be on Monday, September 14, 2015. The credentialing process topic was suggested for the next meeting.

Adjournment:

The meeting adjourned at 2:12 p.m.

MOTION: Janel Brandtjen made a motion, second by Dr. Steven Kulick to adjourn the meeting. All voted and the motion carried.

Respectfully submitted,
Linda Johnson, Recorder

Approved 9-14-15