



# Hospital District Meeting

Monday, September 28, 2009 • 5:30 p.m.  
at TMC Conference Room

---

## AGENDA

- I. **CALL TO ORDER**
- II. **INTRODUCTION OF GUESTS**
- III. **APPROVAL OF MINUTES**  
Minutes for August 24, 2009
- IV. **REPORTS**
  1. Medical Staff Report  
Medical Executive Committee
    - a. Medical Staff Bylaw recommended changes
    - b. Performance Improvement Plan
    - c. Telemedicine Clinical Privileges for Benefis radiologist, Kevin Limbaugh.
  2. Finance Report
  3. DON Report
    - a. Facility 2009 Survey
  4. Administrator Report
    - a. Update on the "Eight Points"
    - b. New Augusta Services
- VII. **OLD BUSINESS**
  1. October 8th Work Session
- VIII. **PUBLIC INPUT**
- IX. **ADJOURN**  
Next meeting October 26, 2009

## MISSION STATEMENT

Mission Statement: Teton Medical Center is an institution which provides a quality, stable, efficient, and caring healthcare environment to all those we serve.

### VISION

We will be the finest rural health service provider in Montana.

### VALUES

We value our employees and promote a positive working environment through respect and team work.  
We value our patients and residents by providing compassionate high quality care, respecting their dignity and enhancing quality of life.



Hospital District Board Meeting  
Monday, September 28, 2009 at 5:30 p.m.

---

**Location:** Teton Medical Center Board Room

**Present:** Board Members: Gretchen Fitzgerald; Loren Solberg; Justin Lee; and Dan Lindseth. Marsha Hinch-absent.

**Also Present:** TMC Staff: Shirley Johnson; Susan Murphy; Ray Gibbons; Cindy Forseth; Dr. Robert Cale; Doug Casperson, PA-C and Joyce Lindgren.  
Public present: Tim Sinton, PA-C; Debbie Saylor; Eva Anseth; Kayleen Larson; Jackie Weist; Caralynn Moore, FNP-C; Marjorie Cannon; and D. Drydahl.

**I. CALL TO ORDER**

President Gretchen Fitzgerald called the meeting to order at 5:30 p.m.

**II. WELCOME/INTRODUCTIONS**

President Gretchen Fitzgerald welcomed all staff and visitors to the meeting.

**III. APPROVAL OF MINUTES**

President Fitzgerald asked if the board had reviewed the August 26<sup>th</sup> board minutes; there were no corrections or questions, so a motion was requested. *Loren made a motion to accept the August 26<sup>th</sup> minutes as presented. Justin seconded the motion. All voted in favor and the motion passed.*

**IV. REPORTS**

**MEDICAL STAFF REPORT**

Dr. Cale updated that the sports physical clinic went well with a bus of students from Augusta. He briefly announced the expansion to Augusta with a mobile clinic stating Susan will give a more detailed update later. Also that TMC Clinic will not be administering the swine flu-H1N1 vaccine. However the regular flu shot will be available at the clinic. Offered to answer any questions by anyone regarding the H1N1, swine flu as there has been lots of different information out in the communities.

President Gretchen Fitzgerald advised the board that the Medical Executive Committee's recommendations would only be discussed and read at this meeting, no action would be taken. The changes would be finalized and approved at the October board meeting. President Fitzgerald turned the Medical Executive Committee report over to Susan Murphy.

Susan Murphy reported on the Medical Executive Committee's recommended changes to the medical staff by-laws. The Medical Executive Committee is required to review by-laws annually

per the critical access hospital rules and regulations and the Annual Program Evaluation which will be reported at the October board meeting.

Article 6 Section 3 the word "Active" is added to clarify that the same delineated privileges for the sponsoring providers are that of the mid-level providers. Article 13 Section 3 adds the word "Active" as well.

Susan reviewed the appointment process which helped explain the changes in wording to "Active" status in the different categories. The intent is for clarification of sponsoring medical providers per recommendation by the liability insurance carrier's request.

Article 14 Section 1 changed the wording in regards to regular meeting from "quarterly" to "periodically". And Article 14 Section 2 changed from quarterly to annually.

Board member, Dan Lindseth, felt that the measurement should be more specific the word "periodically" he felt was not sufficient. After discussion it was agreed that the wording be changed to that of Section 2 and state the regular meeting will be held at "least annually".

Next Susan presented the Performance Improvement Plan-Changes were made according to program requirements-Pg 4 the flow chart, of the program is presented to the board. Ray, as the chairman of this program committee explained that the PI Committee will require all hospital departments to participate on quality improvement reporting. This program is developing into the way we will eventually get paid by CMS. The scoring of these measures will determine payment, to be implemented possibly by 2012. As a note of interest the nursing home regulations have been using this program for the past 10 or more years.

President Fitzgerald asked of the board if there were any additional questions regarding the Performance Improvement Plan as recommended. *Justin made the motion to approve the plan. Loren seconded the motion. All voted in favor and the motion passed.*

Susan also presented that a new radiologist, Kevin Limbaugh, MD is requesting privileges by TMC as delineated for radiologist. *Loren made the motion to approve Dan seconded the motion.* Justin asked for clarification of exactly what the process is and what the radiologist does. Ray explained the film reading and dictating of reports of all x-rays taken here at TMC are completed by radiologists. The Benefis group is who Kevin Limbaugh, MD is an additional radiologist added to their group. They all have to go through credentialing process with the Medical Executive Committee. Dr. Cale asked if there were a law. Ray clarified that in every facility a radiologist reading x-rays was either a Federal or CMS requirement it is unknown which. Dr. Cale asked if we have contracts with radiology groups. Ray clarified yes the licensing is with the group and we do not pay any additional fee for the services the group or radiologist bills for their own service. *President Fitzgerald asked for a vote all favored and the motion passed.*

## **FINANCE REPORT**

Loren Solberg reviewed the most recent financial report, stating that the revenues and expenses look good for the period. The dashboard report as well is looking good for us. The interim cost report is the bad news the increase in revenues and controlled expenses have an effect on what we will see in reimbursement from CMS. The most remarkable improvement is the control that we have on the expenses. TMC has done an exceptional job in controlling expenses.

Ray reviewed additional finance analysis information. Ray agreed that the controlling of expenses has been controlled over the past 2 years, however, there are some needed capital equipment and maintenance issues that will be coming up and Ray stated that those will be outlined in next week's Performance Improvement report. The other occurrence is that notice from the health insurance carrier has unexpectedly announced an increase for employee health insurance. Additionally, the interim data that CMS will look at year ending June, 2009 will affect

the cost report. The cost per day is going to go down based on the number of days reported, CMS has evaluated and sent notice that the interim rates will be going down. Planning for future should be based on current rates and do not expect any increases for at least this next year. When asked by Dan, board member, if this is a change that happens quarterly, Ray explained that whenever CMS or Noridian the intermediary with CMS want to do it they send notice and do it. Ray also stated that if we watch our cost per day each month it is an indicator of changes. President Fitzgerald asked Ray if he had any idea of what percentage the rates will be dropping. Ray responded that it will be about 30% and swing bed days at 45%. Ray stated that it does not present a very good financial picture for planning.

#### **DON REPORT**

Cindy reported on the five star rating we are now at a 4 star rating which is still a good rating. Because we are a small facility one patient can affect the values compared to a larger facility. The survey went very well and the deficiencies have been noted and a plan of corrections is already submitted and approved.

Doug Casperson, PA-C and Cindy did a nursing in-service on documentation and charting of residents/patients. This will streamline the documenting of care. Ray commended the staff on being prepared for the survey. Surveyors showed up on Sunday, Father's Day and the staff handled the situation very well, showing the confidence we have in our care.

#### **ADMINISTRATOR REPORT**

Ray reviewed the eight points finalized to accomplish the CFO model of a single RHC in Choteau. TMC and GFC are on track for a target date of February, 2010 or sooner.

President Fitzgerald wanted to let everyone know that the meeting between her, GFC representatives John Kinna, Brian Chandler, and Loren and Ray went very well. Everyone had earnest discussion on how to move forward collaboratively.

#### **AUGUSTA SERVICES**

Susan announced that next Tuesday, the clinic will be going to Augusta and see patients. Colleen Stott will be going to perform lab draws for those needing that service. Doug Casperson, PA-C and Teresa Smith, FNP-C will be alternating Tuesdays to see patients and Shelly Rulon, RN will also be accompanying the medical providers to assist. The Clinic will do this on a three month trial to see if it works well for the Augusta folks. Dutton is being considered as well. Continuing to work with Stephanie Catron, FNP-C in Fairfield and working on expanding her hours in the Fairfield area.

In addition Susan said that TMC Clinic is offering to the local business's a Wellness Program talks and instruction towards healthy lifestyles. Teresa Smith, FNP-C is very excited to be doing these business programs.

#### **V. OLD BUSINESS**

President Fitzgerald announced that on Thursday, October 8th from 9:00 a.m. to 4:00 p.m. a Board Orientation and Strategic Planning meeting will be held. This meeting is open to the public and will be in Fairfield at the City Hall. Ray offered that the Performance Improvement Program will also be presented and the meeting will be a different format with good information.

#### **VI. PUBLIC INPUT**

Tim Sinton asked of the board to clarify the change of "Active" staff in the Medical Staff By-Law's as it was confusing to him. Ray explained the affects and also noted that there is no change to the medical staff privileges currently in place.

A question was also asked what the wellness program includes that is being offered to the businesses. Susan responded that it is informational for health and wellness; there are no actual physical exams or anything like that.

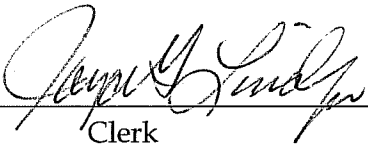
Another question is what changes TMC is planning for the fall health fair. Ray explained that we are reviewing other options to help defray costs and staffing issues.

**VI. ADJOURNMENT**

*Loren made a motion to adjourn meeting. Justin seconded the motion. All favored and motion passed. The meeting adjourned at 6:40 p.m.*

---

President



---

Clerk