

TOPIC	DISCUSSION AND FINDINGS	RECOMMENDATION	FOLLOW-UP/ACTION
Call to Order 4:30 PM	The following members were present on the attached sign-in roster.	A quorum was present and the meeting was called to order.	None
Introduction(s)			
	None	None	None
Public Comments			
	None	None	None
Minutes			
Meeting Minutes	Approval of December 7, 2020 MEC minutes.	None	Motion to approve December 7, 2020 MEC meeting minutes 1 st Motion: Dr. Dorce-Medard 2 nd Motion: Dr. Dawkins All Approved
Old Business			
Treasurer Report – Transfer of Account Signers	See Treasurer Report	See Treasurer Report	See Treasurer Report
New Business			
Shoulder Dystocia Policy	A copy of the Shoulder Dystocia Policy was given to all MEC members for review and approval.	None	Motion to approve the Shoulder Dystocia Policy 1st Motion: Dr. Dawkins 2nd Motion: Dr. Luis Perezalonso All Approved
Shoulder Dystocia Procedure	A copy of the Shoulder Dystocia Procedure was given to all MEC members for review and approval.	None	Motion to approve the Shoulder Dystocia Procedure 1st Motion: Dr. Dawkins 2nd Motion: Dr. Luis Perezalonso All Approved
Report			
Treasurer Report	Amount in PNC account: \$ 90,711.99	Dr. Dawkins has been appointed Treasurer of MEC.	Dr. Dawkins to Communicate with Dr. Carlson to receive

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		The official letter was created and signed by Dr. Gunawardene. Dr. Dawkins provided a copy of the meeting minutes and signed letter to the PNC representative and they stated that the original signer, Dr. Melissa Carlson, has to provide the authorization for Dr. Dawkins to have access to the account.	authorization to have access to the account.
Committee Reports			
CCU Committee	All members received the November 2020 vs November 2019 CCU report.	None	None
Department Reports			
Family Residency Report	Provided a copy of the approved Minutes from November 22, 2020 GMEC meeting. Residents continue to be involved with COVID Testing. Residents is also assisting with the COVID-19 Vaccine rollout. GMEC has approved the 2020 Annual Institutional Review (AIR). Dr. Dorce-Medard presented the 2020 AIR to the HCD Board on December 8, 2020 and received approval from the HCD Board Members.	None	None
Delinquent Medical Records	Discussed the Delinquent Medical Records report with all members of MEC Average Monthly Discharge rate has decreased from last month to the month of December 2020 with a rate being 1497. There are 23 deficiencies greater than 30 days and all physicians have been	None	None

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	sent a letter notifying of their delinquent notes		
Pharmacy Report	<ul style="list-style-type: none"> • Old Business <ul style="list-style-type: none"> • EnFit update: consult note will be sent to pharmacy by Physician • Medication Variances: <ul style="list-style-type: none"> ▪ See attached (pg. 5) • Antimicrobial Stewardship Lakeside Medical Center Metrics <ol style="list-style-type: none"> 1. Clinical Interventions: <ol style="list-style-type: none"> a. Dosing Adjustments b. Discontinuation of Therapy c. IV to PO route change d. No indication e. Duplicate Therapy 2. Antimicrobial Expenditures 3. Days of Therapy <ol style="list-style-type: none"> a. Number of days a patient received an antimicrobial agent regardless of dose 4. Length of Therapy <ol style="list-style-type: none"> a. Number of days a patient received systemic antimicrobial agents regardless of 	None	None

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	<p style="text-align: right;">number of different drugs.</p> <ul style="list-style-type: none"> ● ISMP Safety <ul style="list-style-type: none"> ● Error reporting mandatory for EUA drugs. ● Paralyzing agent vial caps without warnings 2022. ● Tranexamic acid labeling changes coming. ● The first five letters are not always enough. ● Prevent shoulder injuries during COVID-19 vaccinations. ● Australia halts syringe use for Vincristine injection. ● Naloxone, verapamil, and glycopyrrolate look-alike vials ● Barcode Medication Administration Report <ul style="list-style-type: none"> ▪ See Attached (pg. 6) ▪ Improvement shown for MED and PCU. Decrease in compliance for Newborn and Observation. Scanned Flushes Report <ul style="list-style-type: none"> ● Scanning flushes report for November 		

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	<ul style="list-style-type: none"> • New Business <ul style="list-style-type: none"> • Night Pharmacy medication changes <ul style="list-style-type: none"> ○ Seroquel 25mg and 100mg, Zyvox, Albuterol inhalers, Aerochambers moved out of night pharmacy and are now stocked in all Pyxis machines. • Exparel change <ul style="list-style-type: none"> ○ 10mL changed to 20mL: cost savings and quicker dosing. • Policy and Procedure Updates <ul style="list-style-type: none"> ○ PHA83a Controlled Substances Procedure 		
Emergency Department Report	All MEC members received the ED Report for the month of November 2020.	None	None
Radiology Report	Dr. Marino provided the radiology report for the month of November 2020.	None	None
Surgery Services report	The surgical procedures comparing current year 2020 to FY 2019 for the month of November.	None	None

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Lab Report	Dinaliza provided the Laboratory report for the month of November 2020. Lab reviewed 45 blood transfusion records.	None	None
OB Services Report	OB reports were given to all MEC members. OB reported 11 deliveries with 7 vaginal deliveries, 4 C-sections and 1 Primary.	None	None
Pediatric Report	The pediatric report for the month of November 2020.	None	None
Associate CMO Report	<p><u>New business or in progress</u></p> <p>COVID-19 vaccine roll-out (employee vs public) 25WPBF series done on COVID-19 vaccines for employees at LMC CL Brumback-BG clinic patients needing follow-up appointments Call ext. 211033 or 211018</p> <p>EPIC updates:</p> <ul style="list-style-type: none"> ○ No verbal orders- begin to decrease use of verbal orders Jan-March. Goal is not use verbal order after March ○ Phase I Order sets in progress, validation by departments to follow <p><u>Follow ups</u></p> <p>Telemedicine update</p> <ul style="list-style-type: none"> ○ Dr. Fein does not review slides at other hospitals for which he provides telemedicine 	None	None

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	<ul style="list-style-type: none"> ○ Review process ○ Consider trial? Propose 3 months ○ Review policies (bylaws page attached) <p>Credentialing -Compliance working on it</p> <ul style="list-style-type: none"> ○ Issues with collecting appointment fees ○ please notify me of any mid-levels needing dual credentialing <p>Nursing/provider communication course developed- scheduling for end of Jan./beginning of Feb.</p> <p>Working with USF-Center for advanced medical learning and simulation for OB training - Resident course to be completed Wed 1/13, OB nursing staff will be scheduled for end of February</p> <p>Old business</p> <p>Emergent MRI available 24/7, some limitations for site (Abdominal MRI)</p> <p>Detox admission on hold until further notice, with exception of ETOH</p> <p>AMR delays- being evaluated by main office, will follow up and update when new information received</p>		
Director of Nursing Report	<p>QUALITY</p> <p>160 staff received the COIVD-19 vaccine</p> <p>SERVICE</p>	None	None

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	<p>Kenzea Osborne accepted the OB/Peds Manager role</p> <p>GROWTH We are purchasing 20 pumps instead of leasing There were 8 pumps that needed maintenance and returned today We are purchasing 4 additional telepacks with SpO2</p>		
Risk Management Report	<p>A copy of the Risk Management (Incident report) for Quarter 4, 2020 was provided to all MEC members. There were 203 incidents reported.</p>	None	None
Associate Vice President - Report	<p>EPIC Journey Update</p> <ul style="list-style-type: none"> • hcdpbc.org/Epic Journey/Lists • Overview • Program Scope • Operational Leadership • Program Leadership Team • Project Team • Calendar • EPIC Journey Kickoff • Adoption Session Schedule • Reporting and Analytics • EPIC Resources • Program Documents • News • Newsletter • FAQ • Video • Recent 	None	None

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	A copy of the EPIC Newsletter Issue #1, 2, 3, & 4 were given to all MEC members.		
Adjournment	Meeting adjourned at 6:17 pm Next meeting February 1, 2021		