

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 October 7, 2019 MEC minutes.	None	First Motion: Dr. Padron Second Motion: Dr. Perezalonso All Approved
Old Business			
Ongoing update on the Initiative to increase EMR notes to 100% and eliminate hand written notes/orders by contracted In-house staff (Peds, Ob, Med).	There are some physicians who are still writing their EMR notes. This will continue to be an ongoing process. Anesthesia is currently doing paper notes.	None	Ongoing Process
2019 Medical Staff Bylaws	MEC members to discuss forming a subcommittee to review and update Medical Staff Bylaws / Rules and Regulations.	Dr. Bohorquez and Dr. Padron to set up a meeting to start the process of reviewing and updating the Medical Staff Bylaws / Rules and regulations.	Tabled to discuss next MEC meeting
Report			
Treasurer Report	Amount in PNC account: \$77,814.99	None	None
Committee Reports			

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CCU Committee	All MEC members were given a copy of the CCU reports and reviewed the October data comparing it to their prior year data.	None.	None.
P&T Committee	<p>All members were given a copy of the October 2019 P&T report.</p> <p>Medication Variances</p> <ul style="list-style-type: none"> ▪ Patient Brilinta changed to Plavix during Med Rec process ▪ Physician ordered Dilaudid 10mg/50ml, instead of 1mg. ▪ No Control Substance <p>Adverse Drug Event</p> <ul style="list-style-type: none"> • Vancomycin infiltrate during infusion • Patient found hypoglycemic with BG 32, after insulin administration <p>Antimicrobial Stewardship</p> <ul style="list-style-type: none"> • DOT 245 • Antimicrobial purchases \$4, 190 • No C. Diff or Hospital Acquired Infections (HAI) – in August <p>ISMP Safety</p> <ul style="list-style-type: none"> • Independent double check should only be used for select High-Risk, vulnerable patients, or select High-Alert medications that most warrant their use. <p>Formulary Addition</p> <ul style="list-style-type: none"> • Exparel (Bupivacaine liposomal) – for Post-op analgesia <p>Policy Update</p> <ul style="list-style-type: none"> • Control Substance policy – Updated to reflect removal of Etomidate from the list of 	None	None

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	<p>medications to be treated as a control substance</p>		
Department Reports			
<p>Credentialing Department Report</p>	<p>Due to the date changes of the HCDPBC Board meeting, A memo was created to provide Emergency Privileges for Dr. Barry Davis, MD until December 30, 2019 or until the next Board Meeting. All MEC members were given a copy of the credentialing and privileging report for Initial appointment and reappointment. Need to change the Group/Practice for the Hospitalist physicians from Elite Health Services to Elite Hospitalist Services or EHS at Lakeside. Need to change Dr. Charles Azan's Group/Practice from Elite Health Services to Kidz Medical Services.</p>		<p>Motion to approve credentialing report including the Dr. Barry Davis's Emergency privileges and the changes made on the credentialing & privileging report. First motion: Dr. Padron Second motion: Dr. Cosme All approved</p>
<p>Family Residency Report</p>	<p>All MEC members were given the September GMEC meeting minutes for review. Dr. Terry Parsons, PGY-3 provided an update on the Resident retreat. The retreat was a success and all residents extended their thanks for MECs sponsorship. Belle Glade Clinic has been relocated in the LMC Hospital and has started seeing patients. The Family Medicine Program has been notified of their ACGME FM Program Site visit. As of right now the approximate site visit date will be January 1, 2020.</p>	<p>None</p>	<p>None</p>
<p>Delinquent Medical Records</p>	<p>Discussed the Delinquent Medical Records report with all members of MEC. The list has continued to go down. There's nothing that stands out. Average Monthly Discharge rate went down from 2100 last</p>	<p>None</p>	<p>None</p>

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	<p>month to 2078 for the month of October 2019. There are 36 deficiencies greater than 30 days and all physicians have been set a letter notifying of their delinquent notes.</p>		
<p>Emergency Department Report</p>	<p>Discussed the ED Report for September in MEC packet that is pulled from the EDIS. They have been doing pretty well for turnaround time.</p>	<p>None.</p>	<p>None</p>
<p>Radiology Service Report</p>	<p>All members were given the monthly Quality Metrics for Radiology. We are in the process of getting a Radiologist to be scheduled 5 days a week at LMC.</p>	<p>None</p>	<p>None</p>
<p>Surgery Services report</p>	<p>Dr. Davis provided the surgical procedures that he has done from when he first started at LMC to when 11/01/2019.</p>	<p>None</p>	<p>Dr. Davis to continue to provide inpatient and outpatient surgical procedures to all MEC meetings.</p>
<p>OB Services Report</p>	<p>Dr. Padron reported the September OB reports to all MEC members. Delivery numbers have remained consistent for the month of September 2019.</p>	<p>None.</p>	<p>Joe-Ann to work with Kenzea to continue to include PY numbers to compare with CY numbers.</p>
<p>Pediatric Services Report</p>	<p>Dr. Cosme reported the September Pediatric reports. Numbers have remained consistent for the month of September 2019 and the pediatric staff has continued to inform all patients on breastfeeding.</p>	<p>None</p>	<p>None</p>
<p>Laboratory Service Report</p>	<p>All members of MEC were given a copy of the Continuous Quality Patient Safety Improvement Laboratory reports for the month of September 2019. Ordering through EDIS has been disabled. Test protocol for utilization of respiratory Molecular testing: Testing is limited to patient sick enough to be admitted with negative flu and RSV testing. Testing is orderable on patients upon admission. Laboratory will verify orders if FLU or RSV has been performed with negative results.</p>	<p>None</p>	<p>None</p>

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	Laboratory will contact ordering physician on orders with FLU/RSV positive results and recommend cancellation of the test.		
Chief Medical Officer	Development of Work Flow and Policies for Inpatient Detox Unit Research and Preparation from Regulatory stand point for Inpatient Detox Unit Active participant in the Community Health Assessment initiative Policies and Procedures Review and approval Active participant and Lead for small group in the Leader Shift Program Ongoing OPPE/FPPE processing, chart reviews, and meeting with the providers Addiction Stabilization Committee Credentialing/Clinical Privileges Review for Temporary/Provisional/Active providers Ongoing Sepsis, AMI and Stroke quality review and physician engagement in improvement of these quality metrics. Review and assistance in mediation of multiple RiskQual/ Complaints. Active Med Staff engagement and mediation.	None.	None
Risk Management Report	Alyssa was not in attendance today. All members were given a copy of the Risk Management Dashboard September Report. Under Patient Event Analysis of top reported, there were 14 Medication Variances and 92 AMAs. Various reasons for patient's leaving	None	None

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	<p>AMA: Child care, things to do, do not wish to be admitted and will follow up with Primary Care Physician, family issues, leaving after dialysis treatment, religious beliefs. Staff encourage patients to stay in the hospital and the providers explain the risks of leaving AMA to the patient and have them sign the AMA form. Patient Advocate follows up with all patients who leave our facility against medical advice via follow-up phone call. Under Non-Patient Event Reports, there were 49 medication variances. All medication variances are entered as occurrence reports and reviewed and investigated appropriately. Appropriate action is taken on an individual occurrence basis as needed. Tracking and Trending of all medication variances continue for trends.</p>		
<p>Continuous Quality & Patient Safety Improvement Committee Report</p>	<p>Sylvia provided all MEC members and discussed the 3rd Quarter 2019 Preliminary Quality Core measure report from sampled population.</p>		
<p>Director of Nursing Report</p>	<p>QUALITY</p> <ul style="list-style-type: none"> • Chart audits by Crowe was conducted for ER. The auditors had further questions and they were discussed with the Medhost representative, Dan Seely. He seemed to clear up their concerns. A report sent to HIM for coder review of CPT codes to validate with auditors. We will review and 		

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	<p>validate 10% of the charts. Auditors will complete a summary of their findings after validation.</p> <ul style="list-style-type: none"> • BD IVs Orientation completed on 11.4.19 for these new devices. Some old intra caths 20g and 24g will remain in stock. Par level for ER will be 10 of each <p>SERVICE</p> <ul style="list-style-type: none"> • Vacant position – Women, Infant Children Manager – phone interview scheduled for 11.14.19 • Vacant position – ED Manager • Wound Care – Widline Hilaire will be full time and meeting scheduled with Dr. Davis 12.2.19 <p>GROWTH</p> <ul style="list-style-type: none"> • The Joint Commission (CY 2020 Standards) – webinar scheduled on 11/15/2019 • CPI Trainings onsite at Lakeside Medical Center – 11/13/2019 • Human Trafficking In-Service at Lakeside Medical Center – 23 staff members attended. • ConvergePoint Update – new policy and procedure system meeting TBD 		
Hospital Administrator Report	QUALITY	None	None

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	<ul style="list-style-type: none"> • Hospital Compare Preview Report - Star Rating Report – January 2020 • PHI Stickers <p>SERVICE</p> <ul style="list-style-type: none"> • Gift Shop Manager – Anne Gray and Marilyn Vanamburgh Open on Saturday – (9 a.m. – 5:00 p.m.) 11/1/2019 • Blue Radiology Update – 12/1/2019 – Radiologist 5 days/week Dr. Ramos – Last day is on 12/11/2019 • Blue Medical (Anesthesia) Update - pending • Infectious Disease Services Update • Dr. Davis – Office space (lease), Colonoscopy Services and District Cares • Komen Breast Health Navigator – Fanny Jackson • Legal Aid Society of Palm Beach County, Inc. – Community ID of the Palm Beaches <p>GROWTH</p> <ul style="list-style-type: none"> • Community Needs Assessment • LMC 10th Anniversary Event Update • Lakeside Medical Center - Hospital Brochure • Campus Tour at PBSC – partnership opportunities – 11/19/2019 		

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	<ul style="list-style-type: none"> • Non-Monetary Compensation Policy and Procedure <p>ACTION PLAN UPDATE</p> <ul style="list-style-type: none"> • MEC meeting action plan update from meeting held on 10/07/2019 		
Adjournment	<p>Meeting adjourned at 6:07 PM Next meeting December 2, 2019</p>		

APPROVED