

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			
	Kristine Morales introduced corporate clinical services as a pharmacist. She is responsible for the Risk portion of pharmacy for Healey and Lakeside Medical Center.	None	None.
Minutes			
Meeting Minutes	Approval of January 6, 2020 MEC minutes	None	First Motion: Dr. Carlson 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 until it has reached 100%.	None	Motion to move the update on Initiative to increase EMR notes to 100% from monthly updates to quarterly updates. Motion: Dr. Padron Second: Dr. Carlson All approved
New Business			
Environmental Services Cleaning Guidebook	Jennifer Glisson has provided all MEC members a copy of the Environmental Services Cleaning Guidebook. There will be training to make sure everybody is on the same page and that it is the same across the board. There will be a yearly update.	None	None

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Report			
Treasurer Report	Amount in PNC account: \$ 84,500.00 The process to receive checks from MEC and has improved. A check was also written for \$2500 to the final scholarship winner from the previous MEC members from 3 years ago.	None	None
Committee Reports			
CCU Committee	All MEC members were given a copy of the CCU reports and reviewed the December data comparing it to their prior year data.	None.	None.
Pharmacy & Therapeutics Committee	Discussed the medication variances, adverse drug event, antimicrobial stewardship, remote order verification, ISMP Safety and Medhost update for the month of November 2019 and December 2019.		
Department Reports			
Family Residency Report	All MEC members were given the December 9, 2019 GMEC meeting minutes for review. ACGME FM Program Site Visit was held January 29, 2020. It went very well. Provided a lot of feedback on strengths and improvement. As of January 15, 2020, Sponsoring Institution received Continued Accreditation.	None	None
Credentialing Department	All MEC members were given a copy of the credentialing and privileging report for Initial appointment and reappointment.	None	Motion: Dr. Perezalonso Second Motion: Dr. Padron All approved
Delinquent Medical Records	Discussed the Delinquent Medical Records report with all members of MEC. Average Monthly Discharge rate has increased from last month to the month of February 2020 with the rate being 2118. There are 33 deficiencies greater than 30 days and all physicians have been set a letter notifying of their delinquent notes.	None	None

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Emergency Department Report	Discussed the ED Report for December 2019 in MEC packet that is pulled from the EDIS. They have been doing pretty well for turnaround time. We will be going to be screening the coronavirus. There has been a lot of deaths due to this virus. They have found out that a patient can have the virus prior to the appearances of the symptoms. Anybody within a 6ft radius from the infected patient is at risk of being infected. Has a case fatality rate of 2% of the sick cases.	None.	None
Radiology Report	Dr. Marino discussed the Radiology report for the month of January 2020. Going forward there will be radiologist scheduled Monday – Friday.		
Surgery Services report	Dr. Davis provided the surgical procedures comparing Current year 2019 to FY2018 for the month of October.	None	None
Laboratory Report	Dinaliza provided the Lab Report for the month of December 2019.		
OB Services Report	Dr. Carlson reported the December 2019 OB reports to all MEC members. Dr. Williams resigned and moving to another facility. Her last day will be February 29, 2020. Dr. Carlson will be providing the OB report for until another person is assigned OB chair. OB reported 28 deliveries with 8 vaginal deliveries and 4 C-sections.	None.	None
Chief Medical Officer	QUALITY Completion of Records Review for Oct. and Nov for LMC Core Measure Report ED-1a: Time from ED Arrival to ED Depart for Adm ED Pts – Overall Rate ED-2a: Admit Decision Time to ED Depart Time for Adm Pts – Overall Rate	None.	None

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	<p>PC-02: Cesarean Birth PC-06: Unexpected Complications in Term Newborns – Overall Rate OP-3a: Median time to Transfer to Another Facility for ACI – Overall Rate OP-18a: Time from ED Arrival to ED Depart for D/c'd ED Pts – Overall Rate Review and Approval of Policy and Procedure Quality and Patient Safety Improvement Plan FY 2019-2020 Review and approval.</p> <p><u>SERVICE</u> Pain-Communication Meetings discussing L&D experience surveys. Meetings with Dr. Umoren - Infectious Disease; Dr. Santiago/Casanova – Anesthesia to discuss culture and expectation at LMC as. Meetings with Ob/Gyn services to discuss culture and expectations. Reviewed and approved initial-credentialing and re-credentialing packages for all physicians and providers coming to MEC this month for final approval. Met with Physicians and Providers to review their Focused Professional Practice Evaluation and discuss their strengths and opportunities for improvement. Review of Risk Quals with communication to physicians involved Review of Delinquent Medical Records</p>		

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	<p><u>GROWTH</u> Meeting with Ob/Gyn Services discussed growth plans. Meeting with Thomas Farrell discussing possible sites for Cardiac Cath Lab Services to LMC. Communication with Admin at Hendry Regional to discuss cardiac transfers that may benefit from Cath Lab at LMC. Meeting with Steve Fein, MD – Heme/Onc at Baptist Hospital at Miami who is interested in providing Tele-Hematology for inpatient as well as Lecturing to Residents.</p>		
Risk Management Report	<p>Alyssa Tarter discussed the December 2019 Risk Management Dashboard. Reported 21 Medication Variances, 27 IV/Blood, 139 patient encounter and 93 AMAs. All members of MEC were given a copy of the Informed Consent Policy & Procedures for review.</p>	None	None
Continuous Quality & Patient Safety Improvement Committee Report	<p>All members of MEC received a copy of the Quality and Patient Safety Improvement Plan FY 2019-2020. In keeping with our mission and vision, this Quality and Patient Safety Improvement Plan serves as the foundation of Lakeside Medical Center to continuously improve the quality of treatment and services it provides.</p>		
Director of Nursing Report	<p><u>QUALITY</u> We are splitting the par level with the old catheters and the new catheters. The 24g is only available</p>		

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	<p>with the old catheters due to being bulky on the tiny hands. Risk quals for IV infiltrates will continue and will identify the catheter used. The risk manager will submit a report for 1st quarter to identify how many occurred with each type of catheter. Medline is providing an IV workshop February 18, 20, & 24 all day.</p> <p>Critical Lab Results – decide on what is critical for pathology reporting and final meeting is scheduled for Tuesday, February 11 to move policy forward. Respiratory is in agreement.</p> <p><u>SERVICE</u> ER manager, Stephanie Laing RN, MSN will start March 2, 2020 EPCS is scheduled for the end of February – Once IT confirms agreement with times, I will reach out to physicians of the groups to identify their attendance of dates/times provided for the implementation of the new process</p> <p><u>GROWTH</u> OB Manger attended a health fair at St. Johns Missionary Baptist Church on February 1 and discussed the OB Unit and educated on breast feeding.</p>		
Executive Director	<p><u>SERVICE</u> Blue Radiology Update – (5 days a week) pending due to credentialing information Blue Medical (Anesthesia) Update – Contract start date 1/1/2020</p>		

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	<p>Anesthesiologists Handoff dates – 1/13/2020 & 1/14/2020. Locums ends on 1/15/2020 at 8 a.m.</p> <p><u>GROWTH</u> Lakeside Medical Center - Physical Therapy Campaign Leadership Palm Beach County – January 30, 2020 at Lakeside Medical Center Glades Stabilization Unit Update Lakeside Medical Center Dialysis Outpatient Unit Update Lakeside Medical Center - Walk/Run Trail/Garden</p>		
Closed Session	There was a closed session at 6:18 PM with all physicians that were present.		MEC has accepted the Peer Review recommendations discussed in the closed session and has been approved to be moved to the Board.
Open Session	MEC meeting was continued the open session at 7:05 PM.		
Adjournment	Meeting adjourned at 7:05 PM Next meeting March 9, 2020		