

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.
<b>Introduction(s)</b>			
	None	None	None.
<b>Public Comments</b>			
	None	None	None.
<b>Minutes</b>			
Meeting Minutes	Approval of Amended February 3, 2020 MEC minutes  Approval of March 9, 2020 MEC minutes	None	Approved 1 <sup>st</sup> Motion: Dr. Padron 2 <sup>nd</sup> Motion: Dr. Carlson All approved
<b>Old Business</b>			
Election of Secretary / Treasurer and the Election of Chief of Staff-Elect	Due to COVID-19, all MEC members has not been business as usual. Due to social distancing and the increase in COVID patients, MEC members has suggested to table the election of Secretary / Treasurer and the election of Chief of Staff-Elect until after COVID.	None	Motion to table the election of Secretary / Treasurer and the election of Chief of Staff-Elect until after COVID. 1 <sup>st</sup> Motion: Dr. Carlson 2 <sup>nd</sup> Motion: Dr. Padron All approved Tabled
Appointment of OB Chief	Dr. Carlson stated that she will take the role as OB Chief until OBGYN Physicians appoints anew OB Physician as Chief of OB. But due to COVID-19, all MEC members has not been business as usual. Due to social distancing and the increase in COVID patients, MEC members has suggested to table the appointment of OB Chief until after COVID.	None	Tabled

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Quote for MEC Insurance Policy	Dr. Scheppke did not present during the MEC meeting. Quote for MEC Insurance policy has been tabled until further notice due to COVID.	None	Tabled
<b>New Business</b>			
Behavioral Health Patients	MEC members discussed the plan Behavioral health Patients. The plan is still being worked on for the second floor, room 248 and 247. There has not been new information on Jerome Golden	None	None
Provider Handoff Policy	All MEC members were given the updated Provider Handoff Policy for review.	None	Tabled for approval in next MEC meeting
Provider Handoff Procedure	All MEC members were given the updated Provider Handoff Procedure for review.	None	Tabled for approval in next MEC meeting
<b>Report</b>			
Treasurer Report	Amount in PNC account: \$ 87,011.99 A Check was deposited in the total amount of \$1,400.00 for the month of March.  Dr. Carlson discussed the process of updating the LMC MEC information in Sunbiz to change the status from inactive to active.	None	Dr. Carlson to update LMC MEC business information in Sunbiz.
<b>Committee Reports</b>			
P&T Committee Report	Charlene Murray provided the March 2020 P&T Summary report. On the summary report provided to all MEC Staff, Charlene discusses, Medication Variances Adverse Drug Events, Antimicrobial Stewardship, Remote Order Verification, ISMP Safety, HMS Formulary has been updated and Policies and procedures that has been updated.	None	None
<b>Department Reports</b>			
Credentialing Report	All MEC members were given a copy of the Clinical Psychology Delineation of privileges form to review		Motion to approve the Delineation of Clinical Privileges for Clinical Psychology.

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	the eligibility criteria and general core I and Core II privileges.		1 <sup>st</sup> Motion: Dr. Carlson 2 <sup>nd</sup> 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 March 2020 with the rate being 2083. There are 38 deficiencies greater than 30 days and all physicians have been set a letter notifying of their delinquent notes.	None	None
Emergency Department Report	Discussed the ED Report for February 2020 in MEC packet that is pulled from the EDIS. They have been doing pretty well for turnaround time.	None.	None
Surgery Services report	Dr. Davis provided the surgical procedures comparing Current year 2020 to FY2019 for the month of February.	None	None
Lab Report	Dinaliza provided the Laboratory report for the month of February 2020. Lab reviewed 43 blood transfusion records with 6(14%) incomplete documentation. The action plan created: Blood bank disposition log will be provided to the director of nursing daily and distributed to the nurse managers who will then follow up completion of the transfusion forms. All MEC members were given a copy of the FDA Final Platelet Guidance: One blood and Hospital Impacts.	None	None
OB Services Report	MEC members were given OB reports to all MEC members. OB reported 8 deliveries with 5 vaginal deliveries and 3 C-sections.	None.	None
Chief Medical Officer	QUALITY Ongoing Morning Multidisciplinary Discharge Meetings	None.	None

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	<p>COVID-19 initial response and preparation Review of Quality Performer Fall Outs provided by Sylvia</p> <p><b>SERVICE</b> 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 Ongoing Provider Practice Evaluation &amp; 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> <p><b>GROWTH</b> Pandemic long-term response planning</p>		
<p>Risk Management Report</p>	<p>Risk Management provided the executive summary for the month of February 2020. Alyssa recorded 2543 patient encounters, 5 medication variances, 62 patient care with 27 as AMA and 25 AWOL/Elopement. For non-patient events Alyssa reported 2 medication variances.</p>	<p>None</p>	<p>None</p>
<p>Director of Nursing Report</p>	<p><b>QUALITY</b> • Code Blue – policy was updated to include the covid virus. The call to the operator will be code blue med alert. Limitation of staff in room and PPE</p>	<p>None</p>	<p>None</p>

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	<p>in bottom drawer of crash carts. Uploaded to Converge Point</p> <ul style="list-style-type: none"> <li>• Jennifer and I have rounded on the units to clarify any confusion regarding PPE and the use. We plan to do this at least once a week to be repetitive and to answer any questions. We reinforced to staff to reach out to us at any time if they have concerns.</li> </ul> <p>SERVICE</p> <ul style="list-style-type: none"> <li>• There are 28 physicians remaining for EPCS</li> <li>• No visitors in the emergency room</li> </ul> <p>GROWTH</p> <ul style="list-style-type: none"> <li>• Through this crisis, we are getting through and zooming in to decide what to do next. We cannot underestimate the power we have to offer support and hope to another person. I just want to thank everyone for keeping the balance</li> </ul>		
Executive Director	<p>GROWTH</p> <ul style="list-style-type: none"> <li>• Glades Stabilization Unit Update</li> <li>• Lakeside Medical Center Dialysis Outpatient Unit Update</li> <li>• Lakeside Medical Center - Walk/Run Trail/Garden</li> </ul> <p>COVID-19 PLANNING</p> <ul style="list-style-type: none"> <li>• Daily review of patients related to rule out or test positive for COVID-19</li> <li>• Daily review of PPE Inventory</li> <li>• Visitation Restrictions – no visitors exception Ped and OB</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Isolation/Negative Pressure Order</li> <li>• Screening of employees, visitors, vendors etc.</li> <li>• Assistance from School Nurses</li> <li>• COVID-19 Testing</li> <li>• Code Blue Med Alert Policy and Procedure</li> <li>• Skilled Nursing Facilities – COVID Reporting Form</li> <li>• Entertaining calls from the community related – dashboard that Darcy/Karen has shared which tracks daily results</li> </ul>		
Adjournment	Meeting adjourned at 5:34 PM Next meeting May 4, 2020		

APPROVED