

TOPIC	DISCUSSION AND FINDINGS	RECOMMENDATION	FOLLOW-UP/ACTION
Call to Order 4:33 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	A copy of the April 3, 2023 MEC minutes was given to the members of MEC. Approval of April 3, 2023 MEC minutes.	None	Motion to approve the April 3, 2023 MEC meeting minutes 1st Motion: Dr. Bryan Dawkins 2nd Motion: Dr. Ishan Gunawardene
<b>Report</b>			
Treasurer Report	All MEC members received the Treasurer Report. Dr. Dawkins stated the following: <ul style="list-style-type: none"> <li>In April, the beginning balance was \$92,883.21.</li> <li>He deposited \$500 for medical staff dues.</li> <li>they made a purchase of \$116 for cakes for the Laboratory department and \$723.75 of Gift Cards for Lab Week 2023</li> <li>The ending balance for the month of April is \$92,543.46.</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	None	Dr. Dawkins will give \$1,900 for Nurses' Week 2023.
<b>Old Business</b>			
	None	None	None
<b>New Business</b>			
	None	None	None
<b>Committee Reports/Department Reports</b>			
Delinquent Medical Records	All MEC members received the Delinquent Medical Record Report for March 2023.  RoseAnn Webb reviewed and discussed the following: <ul style="list-style-type: none"> <li>Physician Chart Completion Overview– April 2023</li> <li>Delinquent Summary– April 2023</li> </ul>	Janet recommends that medical records to start sending the physicians certified letters in regards to their delinquent charts.	Janet, RoseAnn and Dr. Dorce-Medard will have a meeting to discuss the process of delinquent medical records.

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Delinquent Medical Records continued	<ul style="list-style-type: none"> <li>LMC- Delinquent H&amp;Ps– April 2023</li> <li>LMC- Delinquent D/C Summaries</li> <li>Deficiency Statistics– April 2022– April 2023</li> <li>Deficiencies are at 7%.</li> <li>15 H&amp;Ps not completed in 24 hours.</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>		<p>RoseAnn will remove Dr. Perez from the delinquent summary list because he is a clinic physician and not a Lakeside physician.</p> <p>RoseAnn will send Heather a copy of MEC bylaws in regards to delinquent medical records timeframe.</p> <p>RoseAnn will schedule a meeting with IT in regards to providers' online access.</p>
Risk Management	<p>Kim Randall reviewed and discussed the Risk Manager Report for March 2023.</p> <p>Kim Randall reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>Risk management (Incident Reports)</li> <li>A total of 41 incidents</li> </ul> <p>There is a discrepancy in the AMA and Left Without Being Seen numbers.</p> <p>An opportunity was given for the committee members to ask questions.</p>	None	None
Infection Control	<p>All MEC members received the Infection Control Report.</p> <p>Jennifer Glisson reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>Infection Prevention, Control and Employee Health Plan June 2023-May 2024</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>		Jennifer will bring Infection Prevention, Control and Employee Health Plan June 2023-May 2024 to the next MEC meeting (June 5 <sup>th</sup> ) for approval.
CCU Report	<p>No Report</p> <ul style="list-style-type: none"> <li></li> </ul>	None	
Pharmacy Report	<p>All MEC members received the Pharmacy Report for January 2023.</p> <p>Kristine Morales reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>Pharmacy &amp; Therapeutics MEC Summary – March 2023</li> </ul>	None	None

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	<ul style="list-style-type: none"> <li>• Pharmacy and Therapeutics Committee Meeting Minutes – March 2023</li> <li>• Pharmacy &amp; Therapeutics Slides – March 2023</li> <li>• ISMP –April 2023</li> </ul> <p>Barcode scanning is above the 95% goal for LMC, at 99.27% for March.</p> <p>The scanned doses to administered increased from February to March.</p> <p>An opportunity was given for the committee members to ask questions.</p>		
Emergency Department Report	<p>Graph Monthly Comparisons and Graph – March 2023. Dr. Perezalonso reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• In March 2023, there was a total of 1853 visits in the Emergency Department.</li> <li>• 174 Hospitalized</li> <li>• 142 Transfers</li> <li>• 35 AMAs</li> <li>• 96 LWBS</li> </ul> <p>Emergency Department Report tabled for next meeting.</p>	None	Janet will follow up on the 96 LWBS.
Surgical Services Report	<p>All MEC members received the Surgical Services Report for March 2023.</p> <p>Tabled for next meeting</p>	None	None
Radiology Report	<p>All MEC members received the Radiology Report for March 2023. Dr. Marino reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• The Radiology Report for March 2023.</li> <li>• 2 Ultrasound STAT results were over 60 min.</li> </ul>	None	None

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Laboratory Report	No Report	None	None
Credentialing Report	No Report	None	None
Community Liaison Report	All MEC members received the Community Liaison Report Joe Ann Reynolds reviewed and discussed the following: <ul style="list-style-type: none"> <li>• Customer Service Training Update</li> <li>• Completed Events</li> <li>• Upcoming Events</li> </ul>	None	None
Graduate Medical Education Report	No Report	None	None
Associate CMO Report	No Report	None	None
Director of Nursing Report	Vacant Position - No Report	None	None
Quality and Patient Safety Report	No Report	None	None
Associate VP Report	No Report	None	None
Adjournment	Meeting adjourned at 5:32 p.m. Next meeting June 5, 2023		