

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.
	None	None	None.
	None	None	None.
Minutes			
Meeting Minutes	Approval of June 3, 2019 MEC minutes.	None	First Motion: Dr. Perezalonso Second Motion: Karen Harris All Approved
Old Business			
Initiative to increase EMR notes to 100% and eliminate hand written notes/orders by contracted In-house staff (Peds, Ob, Med).	It is an ongoing item to remind the MEC members that the goal is to reach 100% on the EMR notes. Manny stated that it has been steady. URF has been sent for all ED staff have access to Medhost and Joe-Ann has sent all access information to each individual ED staff.	None	Ongoing process.
Medical Staff Process	Dr. Bohorquez discussed his concerns on the medical staff onboarding process. Dr. Padron has been included in the medical staff onboarding process. The Department Chair signature section has been changed to Chief Medical officer signature, since this is a small hospital. A new rural surgeon will be starting Aug. 5 th and has met with Dr. Padron, Janet Moreland and has had a tour of Lakeside. Very positive feedback on the new surgeon.	Suggested to add requested procedures as part of the contract.	None
Residency Retreat Proposal – August	Terry Parsons, DO, who is the Chief Resident and in PGY-3, provided a resident retreat proposal to	MEC suggested to have 2 resident retreat days. One in August and one in the	All MEC members have approved to sponsor for the resident

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31, 2019	request sponsorship form the members of MEC. The residents provided 3 choices for MEC to choose from. First choice: Orlando Trip Total: \$2,675 Second Choice: Catered Dinner and games at resident's home Total: \$1536 Third Choice: West Palm Beach Night Total: \$1350 All members chose to sponsor the first choice for the resident retreat.	spring after their Boards as a form of relaxation after the stress of studying and taking the boards.	retreat held on August 31, 2019 and for the second resident retreat that will be held after the Boards that will be taken in April. Dr. Carlson to write a check to the Resident in charge of purchasing all tickets for the Resident retreat. Residents to bring their proposal to MEC 2 months before the date chose for 2 nd Resident Retreat held after the boards.
Credentialing Department Report	See attached credentialing and privileging report for July 1, 2019 presented to all MEC	None	1 st Motion: Dr. Padron 2 nd Motion: Dr. Carlson All Approved
Treasurer Report	Amount in PNC account: \$66, 079.00 1 single check that was not able to be deposited.	None	Joe-Ann to verify with credentialing on the names to start the process on getting new checks.
CCU Committee	All MEC members were given a copy of the CCU reports and reviewed the May data comparing it to their prior year data. Discussed whether to call Dr. Abu on stable or non-stable patients.	None.	Dr. Perezalonso to send an email to all ED physicians to call Dr. Abu depending on the severity of the patient. If the patient is stable, it will be left for ICU to call Dr. Abu.
P&T Committee	Charlene discussed the May P&T summary report and the policies that were updated. Charlene discussed medication variances, adverse drug event, antimicrobial stewardship, ISMP Safety, Policy Update, drug library update and formulary	None	None

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	addition. Discussed the Colene kept in the ER. Regina has added it to the tackle box.		
None	None	None	None
Delinquent Medical Records	Discussed the Delinquent Medical Records report with all members of MEC. The list has continued to go down. Dr. Philogene has a total of 21 outside the 30 day. Dr. Mathews has 1 and Dr. Masse has 2 outside the 30 day.	None	Manny to work with Dr. Mathews to complete his notes prior to the start of his vacation.
Emergency Department Report	Discussed the ED Report for May in MEC packet that is pulled from the EDIS. Turnaround time has stayed the same averaged.	None.	None
Radiology Service Report	All members were given the monthly Quality Metrics for Radiology.	None	None
OB Services Report	All members of MEC were given a copy of the May OB reports. Kenzea has implemented alarm clocks to remind staff to check all patients on their pain level. All staff will be trained with this new process. Patient outcomes has been fine but the documentation is not there. There were 10 deliveries for May. OB/GYN has been working on marketing the OBGYN team to the community.	None.	None.
Pediatric Services Report	All members of MEC were given a copy of the May Pediatric reports.	None	None
Laboratory Service Report	All members of MEC were given a copy of the Continuous Quality Patient Safety Improvement Laboratory reports for April. All indicators were met (pending newborn screening data).	None	None
Chief Medical Officer	Ongoing OPPE/FPPE processing, chart reviews, and	None.	None

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	<p>meeting with the providers.</p> <p>AKI pharmacy review with Pharmacy and Regina.</p> <p>Development of newly formed Addiction Stabilization Committee</p> <p>Development of ALTO guidelines with Dr. Perezalonso and Regina as part of HCHAP improvement strategy in the ER – present at MEC 07/01/19 for implementation in 08/01/19</p> <p>Ongoing ER Real-Time Survey with Regina as part of HCHAP improvement strategy - >95% positive feedback</p> <p>Apart of Orientation for incoming FP Interns</p> <p>The Lake Region Back to School Bash Planning Meeting – Attended with Terri Calsetta and Joe-Ann Hyppolite to plan FP Resident Participation</p> <p>GME Planning with Joe-Ann Hyppolite and Brenda Galie for FP Residents to provide PEs at Palm Springs Middle</p> <p>Preceptor for Dr. Adame, and Dr. Lepoff Family Practice Residents at Palm Springs Middle School where we were able to perform physical exams for students in need.</p>		

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	<p>Mentoring and assisting the above mentioned residents in creating "Residency Clubs" in areas where they have interest.</p> <p>Meeting and Tour of hospital with Dr. Ghiragosean and Dr. Shill – prospective radiologist</p> <p>Ongoing Sepsis, AMI and Stroke quality review and physician engagement in improvement of these quality metrics.</p> <p>Review and assistance in mediation of multiple RiskQual/ Complaints.</p> <p>Active Med Staff engagement and mediation.</p>		
<p>Family Residency Report</p>	<p>GMEC meeting minutes will be brought to all MEC meetings.</p> <p>3 Residents graduated from the Family Medicine Program and 5 residents were welcomed into the Family Medicine Program.</p> <p>Had a ACGME Institutional site visit on July 19, 2019. It went well and thank you for all members who attended. The inspector was very impressed.</p> <p>There was a Poster Competition held on July 19, 2019. Ron Mathew won 1st Place and John D. Adame won 2nd place.</p> <p>The program hosted the 1st annual Wellness Day on July 22, 2019. All residents, family and</p>	<p>None</p>	<p>None</p>

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	<p>staff attended. The residents will be volunteering at the 4th of July Event at the first aid station. Relocation application has been sent for approval to the ACGME. The Family Medicine Program application has been sent for approval to the ACGME.</p>		
<p>Director of Nursing / Administrator Report</p>	<p><u>QUALITY</u> New Quality Measure – PC-06 (effective 1/1/2019) Revised the Quality Core Measure Report – CY 2019 Revised the Press Ganey Clinical List The Joint Commission Sustainability Calendar - ongoing monitoring for Joint Commission Findings HAIs – Environment of Care Rounds Refining the process for Provider OPPE and FPPE Exclusive Breastfeeding Initiative Action Plan Infection Prevention and Control Plan – CY 2019 CDC NHSN Influenza Report – due May 2019 DON registered for the Agency for Health Care Administration’s (AHCA) Emergency Status System (ESS) – 4/4/2019</p>	<p>None</p>	<p>None</p>

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	<p><u>SERVICE</u> Vacant position – Women, Infant Children Manager Developing an action plan to Cross Training Women, Infant and Children staff Preceptorship – School Health Nurse – MSN Leadership Program at Nova Southeastern University</p> <p><u>GROWTH</u> Creating or revising policies and procedures Based on budget approvals for FY starting October 2018, equipment and supplies are being processed via contracts and purchase orders. Updated the Education Calendar – located on sharepoint Review of all Service line performance improvement dashboards Revised the Wound Care Policy and Procedure. Developed documentation in HMS PE and order sets Staff Training/Education: Wound Care – March 2019 Infection Prevention/Control Nurse participated in a webstream NHSN training</p>		

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	<p>course on “HAI Surveillance 2019” on March 25-29, 2019</p> <p>Assistant Nurse Manager, Women, Infant and Children - AWOHNN Conference attendance – June 2019</p> <p>Assistant Nurse Manager, Surgical Services - AORHN Conference attendance – April 2019</p> <p>Staff Training/Education- “Stop the Bleed” – March 2019</p> <p>Webinar: “Preparing the new Joint Commission Standard effective July 1, 2019: Best Practices in Anticoagulant Therapy”</p> <p>Collating nursing report related to achievements i.e. degree(s) and certifications</p> <p>Staff Training/Education – Safety Updates for Educators of Newborn Parents – April 11, 2019 (Children’s Services Council)</p> <p>Webinar – “Hospital IQR Program Requirements for CY 2019 Reporting (FY 2021 Payment Determination) – April 29, 2019</p> <p>Participated in a Career Fair hosted by Street Beat – May 2, 2019</p> <p>Clinical Educator and Risk Manager participated in a Career Fair at Glades Central Community High School – April 25, 2019</p>		
Continuous Quality	None	None	None

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& Patient Safety Improvement Committee Report			
Risk Management	The report for May has been given to all members of MEC. Alyssa was not able to attend MEC meeting. If there are any questions or concerns MEC members can contact Alyssa Tarter at any time.	None.	None.
Adjournment	Meeting adjourned at 6:29 PM Next meeting August 5, 2019		