

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2  
Meeting of the Board of Commissioners  
**April 24, 2024**  
East Adams Rural Healthcare  
Conference Room  
Ritzville, WA

- I) Call to Order
- II) Additions or Corrections to the Agenda
- III) Public Comment
- IV) Approval of Minutes-Regular Board Meeting Minutes March 27, 2024
- V) Consent Agenda
  - i) Chief Nursing Officer Report
  - ii) HR Report
  - iii) Quality Report
- VI) Medical Staff Report
- VII) CEO Report
- VIII) Committee Reports
  - i) Finance Committee
    - (1) Financials – March
    - (2) Approval of Warrants and Vouchers
  - ii) Building Committee
  - iii) Compliance Committee
- IX) Old Business
  - i) EMS Update
- X) New Business
  - i) Inter-facility transfer presentation
  - ii) Review of Dietary Facilities
- XI) Public Comment
- XII) Executive Session
  - i) Medical Staff Credentialing
  - ii) RCW 42.30.110 (g) To review the performance of a public employee
- XIII) Next Board Meeting May 22, 2024 at 5:30 p.m.
- XIII) Adjourn

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2  
East Adams Rural Hospital  
903 S. Adams  
Ritzville, WA 99169  
Meeting of the Board of Commissioners  
March 27, 2024

PRESENT:	John Kragt	Board Chairman
	Eric Walker	Vice-Chair
	Riley Hille	Commissioner/Secretary
	Dan Duff	Commissioner
	Matt Kubik	Commissioner
	Corey Fedie	CEO
	Matt Gosman	CFO
	Lexie Zuver	Chief of Staff
	Cynthia Lewis	Interim CNO

GUESTS: None

There were eleven community members present.

Board Chair, John Kragt, called the meeting to order at 5:30 p.m.

**INTRODUCTIONS-None**

**ADDITIONS AND CORRECTIONS**

Corey Fedie requested to add under new business MOA and Capital Purchase request. Board Chair John Kragt requested to add under Executive Session RCW 42.30.110 (b) to consider the selection of a site or the acquisition of real estate by lease or purchase. Commissioner Eric Walker requested to add under new business Website.

**PUBLIC COMMENT-None**

**APPROVAL OF MINUTES**

The February 27 special board meeting minutes were presented. Commissioner Eric Walker made a motion to approve the February 27 special board meeting minutes. Commissioner Matt Kubik seconded. The motion passed unanimously. The February 27 regular board meeting minutes were presented. Commissioner Eric Walker made a motion to approve the February 27 regular board meeting minutes. Commissioner Dan Duff seconded. The motion passed unanimously.

**CONSENT AGENDA**

Board Chair, John Kragt, polled the Board if they would like anything off the consent agenda moved to the regular agenda. Nothing was requested.

## **MEDICAL STAFF REPORT**

Dr. Zuver reported that Med Staff met for their regular meeting. Med Staff was updated on current financials. Med Staff is figuring out the transition to only two providers. Our providers will continue to take care of the long term care patients. Docs Who Care continues to help with the ER and walk-in clinic. Board Chair John Kragt asked when Abby Horak will be coming. Dr. Zuver said that she is good to go other than needing to complete her ATLS which is scheduled for the end of April. Dr. Zuver will provide back-up in the ED until that is completed. Commissioner Eric Walker asked if there was still going to be the separation of providers between ER and clinic. Dr. Zuver said that is still the plan. Dr. Zuver reported that she helped EMS complete infusion training to complete the process to move forward to ALS status.

## **CEO REPORT- See attached**

Corey Fedie introduced Cynthia Lewis, Interim CNO. Corey reported that core work continues with financials and recovering from the cyber-attack and EPIC challenges. Recruitment is moving forward with CNO and provider positions. Our partnership continues with the schools and looking into childcare needs. Commissioner Eric Walker asked about the Strategic Plan and Wipfli. Corey explained that it is still on hold. Commissioner Eric Walker asked about the Board retreat. Corey said that is still on hold as well. Commissioner Eric Walker asked if Corey had heard anything from a dentist in Moses Lake that may be willing to bring services to EARH. Corey said that he has made multiple attempts to contact him and has not heard back. Board Chair John Kragt asked if we are teaching a class at the school. Corey reported that Dustin Killian is completing training to teach a sports medicine course at the school next year.

## **COMMITTEE REPORTS**

### **FINANCE COMMITTEE**

#### **CFO REPORT – See attached**

Matt Gosman presented the financial statements to the Board. Additional revenue items were added. There was \$1.43 million in gross revenue for February. There was \$366,000 in deductions from revenue. This is largely in part to contractual adjustments. This will continue to be high until we get our AR back down. Patient volumes increased, as well as, charges. Expenses were within 1% of budget. Commissioner Eric Walker asked about the difference between how much money would be collected vs lost. Matt explained that we will collect most of it, it is just slowly coming in. Board Chair John Kragt asked about property taxes. Matt explained that the amount showing is what is anticipated. Commissioner Eric Walker asked about availability of federal funds. Corey reported that WSHA has advised not to accept those loans, there could be legal replications. Matt explained that several facilities within the state are having issues with insurance denials. Collections were at \$760,000. March has already surpassed that. AR days did tick up but are trending back down now. Collections are trending up compared to same time last year.

### **WARRANTS & VOUCHERS**

Commissioner Riley Hille presented the following warrants for approval Accounts Payable Warrants #67160 to #67167 for \$133,405.29. Commissioner Eric Walker made a motion to approve. Commissioner Matt Kubik seconded. Motion passed unanimously.

**BUILDING COMMITTEE-** Nothing to report

**COMPLIANCE COMMITTEE-**Nothing to report

## **OLD BUSINESS**

### **EMS UPDATE**

Vanessa Grimm, EMS Manager reported that the ALS application will be mailed out on Saturday. Once approved, we will be running 100% ALS. Vanessa said that she is anticipating an audit/inspection with the new status.

### **NEW BUSINESS**

Resolution 24-02 regarding the voiding of warrants was read aloud by Secretary Riley Hill. Commissioner Eric Walker made a motion to approve Resolution 24-02, Commissioner Dan Duff seconded. The motion passed unanimously.

Resolution 24-03 regarding authorized signers for warrants was read aloud by Secretary Riley Hill. Commissioner Eric Walker made a motion to approve Resolution 24-03, Commissioner Matt Kubik seconded. The motion passed unanimously.

Resolution 24-04 regarding authorized signers for transfer was read aloud by Secretary Riley Hill. Commissioner Eric Walker made a motion to approve Resolution 24-04, Commissioner Dan Duff seconded. The motion passed unanimously.

Board Chair John Kragt presented a Memorandum of Agreement with the school to the Board. A MOU had previously been signed and now that the project is moving forward a MOA needed to be signed. Commissioner Eric Walker made a motion to approve the MOA as presented. Commissioner Riley Hill seconded. The motion passed unanimously.

Paramedic Sara Bayless presented a Capital Purchase Request with a quote to the Board for new monitors for the ambulances. Commissioner Eric Walker made a motion to approve the purchase of the new monitors. Commissioner Matt Kubik seconded. The motion passed unanimously.

Commissioner Eric Walker shared his concerns with the new website being out of compliance on several instances per CMS guidelines. Corey explained that we did receive a letter from CMS regarding the site and corrections were made. We then received a follow up letter stating that we were now in compliance.

### **PUBLIC COMMENT**

Chrishanthi I De Silva Gunasekera expressed that she was not happy that her husband Mark Fowler was not going to be permitted to attend her appointment with her. He did end up getting to accompany her to her appointment. She then explained the issue that she had with getting lab orders sent to another facility. Her husband had previously brought this to the Board's attention at a previous meeting.

The Board went into Executive Session at 6:45 p.m. to discuss Medical Staff Credentialing, RCW 42.30.110 (g) to review the performance of a public employee, RCW 42.30.110 (i) to discuss with legal counsel representing agency litigation or potential litigation and RCW 42.30.110 (b) to consider the selection of a site or the acquisition of real estate by lease or purchase. The estimated length of the Executive Session was 30 minutes. The Board came out of Executive Session at 7:15 p.m.

Commissioner Riley Hille made a motion to approve Abby Horak for appointment to the Medical Staff. Commissioner Dan Duff seconded. The motion passed unanimously.

Commissioner Eric Walker made a motion, seconded by Commissioner Matt Kubik to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 7:16 p.m.

Respectfully submitted,  
Kylie Buell, Executive Assistant



# East Adams Rural Healthcare

903 South Adams  
Ritzville, Washington 99169  
509-659-1200

## CNO Report to the Board

Board of Commissioners  
East Adams Rural Healthcare  
April 22, 2024

### Greetings Board of Commissioners:

My time with EARH is providing opportunities to embrace the graciousness of Ritzville. I appreciate the support from Corey and each of you as I serve with your East Adams Rural Healthcare team.

Staff, providers, and others engaged with EARH have been very helpful in assisting with the EARH and its current state of readiness as the CMS biannual visit is approaching. EARH leaders continue problem solving to more effectively meet patients and surrounding community needs.

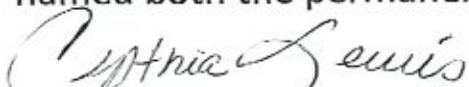
As communicated during the prior report, EARH had the fortune of hosting two infection preventionist from the consulting arm of Department of Health. EARH was provided direct links to tools available to supplement the great work. However, without success the Infection Control Plan and other essential elements are being constructed as the electronic search has not identified them.

Carolyn St Charles, Clinical Officer with HealthTechS3 was invited to conduct a mock survey for CMS's biannual survey. Currently, the findings are being analyzed to prioritize effective utilization of resources.

The Trauma Re-designation application was resubmitted. Patient complaint visit was closed upon acceptance of the plan of correction. Nursing and lab personnel worked together for education and documentation in EPIC regarding blood administration.

The CAH Policy and Procedure continues to be useful for EARH Leaders and team members.

Interviews continue for your permanent Chief Nursing Officer as well as your Assistant Chief Nursing Officer. As the interview process has progressed, ideally, before the next Board Meeting EARH will have named both the permanent CNO and ACNO.

  
Cynthia Lewis, Interim CNO

# Job Openings

Department Job Opening Date Open Status Notes

Department	Job Opening	Date Open	Status	Notes
Imaging	Per Diem Rad Tech	08/08/2022	Open	Job posted, rehired per diem Imaging tech 11/5/23
EMS	EMT	08/31/2022	Open	Open per diem positions. <b>Hired 6 EMT's on 02/14/24</b>
Nursing	RN (3) 2 NOC and 1 Day	10/01/2022	Open	Passport RN will orientate 10/23/23, RN noc shift/weekend RN hired 10/13/23, <b>Noc shift RN hired 12/12/23</b>
Nursing	Day Shift NAC (2)	03/22/2023	Open	Passport Nursing contract signed, 2 RNs will be on-site in November- <b>pushed out to 2024</b>
Nursing	NOC Shift NAC	03/25/2023	Open	Reviewing applications and contacting applicants for interviews. Ads in local papers as well as Ziprecruiter
Clinic/ER/Hospital	<b>Nurse Practitioner/PA-C</b>	<b>07/24/2023</b>	<b>Open</b>	Posted: interviews and on-site visits are on-going. Refer to Corey Fedie, CEO
Administration	Accounting Clerk	09/28/2023	Open	Hired remote to help with entering invoices
Information Technology	IT Help Desk	12/01/2023	Open	Position posted. Interviews are being conducted. Internal hire, will transition over the next few weeks. <b>Internal hire started 03/07/2024</b>
Dietary	Dietary Tech/Cook	02/01/2024	Filled	New hire started 02/14/24
Administration	ACNC	02/13/2024	Open	<b>Position posted-Interviews ongoing</b>
Administration	CNO	02/12/2024	Open	<b>Position posted-Interviews ongoing</b>
Business Office	<b>Registrar/Patient Account Rep</b>	<b>03/01/2024</b>	<b>Filled</b>	<b>New Hire Started 04/22/24</b>
Facilities	Housekeeper	06/14/2024	Open	Position posted





# MINUTES

East Adams Rural Healthcare

3/27/2024 at 10:30am | Meeting called to order by Michelle Swartz

## In Attendance

Terri Abney, Matt Gosman, Amelia Bernal, Corey Fedie, Michelle Swartz, Dan Crisp, Neil Verberne, Bruce Garner, Kelly Ice, Michael Navarro, Amanda Osborne, Cynthia Lewis, Tyler Dennis

Missing: Todd Nida, Pam Gilmore, Beth Passmore, Sheena Starkel

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## Approval of Minutes

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No issues with previous month minutes.

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## Board

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John Kragt

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## New Business

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PowerPoint was presented for February data. All managers explaining current tracking measures, goals, and action plans. Discussion on current measures, questions asked and answered, and current data documented and previous measures referenced as needed. Highlights from discussion below.

Lab: Dan reported that there has been some communication between Cynthia, Michelle and himself. It is moving in the right direction. There are still some challenges with revenue tracking. Kelly asked how the registrations are going for lab. Dan said that he hasn't seen any duplications. Dan gave credit to the clinic for using proper charge codes.

Safety: Josh will be conducting the Safety meeting moving forward.

Medical records: Susie reported that the outstanding queries is not accurate. She processes request within a week. Susie is working on several insurance audits. She needs providers to complete their documentation. Insurance companies are reaching out to the providers for missing information. Michael reported that for the uncoded AR is within range.

Therapy: Neil reported that there was a 20% decrease in patients for February. Successful treatments are still down. Biggest referral sources are feuding at the moment. Amanda asked if there was anything that we could do on our end. Neil said that there is still an issue with lost referrals. School caseload is still full. There are some issues with billing. Therapists are providing additional documentation. Infection control did a walk through and gave some recommendations. Dan suggested possibly testing water for the sink smell.

**Patient Safe Handling:** There was a meeting on March 5<sup>th</sup> that included discussion regarding patient equipment needs, patient fall research and ways to improve our care for patient and staff safety.

**Radiology:** STAT reads continue to remain under 30 minutes. Protocols dropped just a little due to Inland Imaging made some changes to their protocols. There were two providers credentialed. Gastrographin expired and will not be reordered due to not using it enough.

**Maintenance:** No report.

**Dietary:** Infection control did a walk through. Some items were changed out in the bottom of cupboards. There was a broken water line that has been repaired. Still cooking with limited resources. Neil asked if Terri ever got access to EPIC to check weights. Tyler reported that there are not enough megabits to run EPIC at the Care Center. Tyler will work on getting her a laptop.

**SS:** Amelia reported that there were two swing bed patient discharges. Surveys were mailed to them. Weekly care plan meetings were 4/4. All Medicare care conferences were completed weekly.

**IT:** Tyler reported that they are still working on cyber security. Working on monitoring phishing. There are more coming through Barracuda. There is a phishing email group that phishing emails can be forward it. There is a 20% drop of clicks on phishing emails. Dan asked if forwarding emails can cause a larger problem. Tyler explained that you can forward but you don't want to open it or click on any links.

**Medical Staff:** No report. Need to determine who will be reporting.

**Nursing:** Michelle reported that blood documentation education continues. We are trying to get continuity of care by using same agency nursing staff. Contracted nursing staff now has access to Policy Stat through an iPad. ED nurses have been provided with a cell phone so transfer centers and EMS can reach them if they are in the ER or patient room. This has improved communication and work flow.

**Clinic:** No report.

**ED Measures:** Michelle is having an issue with getting some of the data. ER's totaled 115 for February and there were 9 transfers.

**Infection Control:** Have received a lot of updates from Adams County Department of Health regarding COVID. Please call employee health number and report symptoms, as well as, notify your manager if you are out ill.

**Antibiotic Stewardship/ Pharmacy and Therapeutics:** No report. Need to see if Mike or Sheena can provide report.

**HR:** Carelearning is 27%. It did just roll out. There were a few new hires that went past their 30 days for completing Carelearning. Amanda reached out to the managers. Policy acknowledgements were at 68%. Personnel file audits 100%. Certificate renewals 78%. Some of that was due to missing certifications for new hires.

Referrals: No report.

Business Office: Michael reported that AR days was at 137.1, current goal is 130. There were some clinic charges that closed and caused the AR days to increase. Denial rates stayed the same. Charges on time is 73%, goal is 85%. We did not receive payment that we were expecting because Medicare did not receive our credit report that is due quarterly. There was a call made and it was submitted to them and payment should be received within a few days.

Registration: Kelly reported that Pam has provided some templates for Marnie and Dr. Zuver. Wait times have improved. There will be an interview next week for an additional registrar.

QA: No report.

QA meeting adjourned at 11:15 a.m.

No compliance meeting.

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## Announcements

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Next Meeting April 24, 2024

Current PowerPoint and Minutes available on I drive

April slides will be March data



# East Adams Rural Healthcare

903 South Adams  
Ritzville, Washington 99169  
509-659-1200

## CEO Report to the Board

Board of Commissioners  
East Adams Rural Healthcare  
April 24<sup>th</sup>, 2024

Welcome to April! As with the weather it looks promising that March was also our turning point. Although not reflected in the financials yet we started gaining momentum with various payors processing claims and paying us for the services rendered. April financials will show many improvements we have been awaiting. This is much anticipated news considering the amount of effort put forth over many, many months. However, we are not relenting. We continue to hone the skills and processes of every area on our path of improvement. It is worth recognizing every single employee in the organization for working thru these challenging times. Some specific standouts are the Revenue Cycle Team, Lab, Imaging, Therapy, Clinic and Hospital/ER staff that not only are improving in their daily work, but also finding ways to maximize EPIC and departmental processes. I am proud of the progress they are making and thankful to have so many great individuals in our organization that want the best. Stay tuned for April results!

As previously reported we have been interviewing several physicians, Nurse Practitioners and Physician Assistants. Site visits are under way. We have had two candidates so far that we are very interested in. One is a Physician with broad Family Medicine/ER experience and teaching ability. The other is an experienced Nurse Practitioner in outpatient Family Medicine that is excited to join our clinic practice. Medical staff participated in interviews and are supportive of both. Dr. Zuver even went to school with the physician! More visits are scheduled and offers are being worked on. This is exciting to have so much interest in our organization. Nurse Practitioner Abbey Horak also started recently. She is working full time in the Emergency Room week days with on-call coverage. We are excited to have her on board.

Our Interim Chief Nursing Officer Cynthia Lewis has been diligently working to build up our nursing departments and clinical functions. She has a very extensive background and has already identified numerous areas of focus to raise the bar in terms of being a highly functioning, high quality, patient centered organization. There are some quick wins and some long term objectives. Some of this work is underway already. Some of which will continue for long into the future with systems set in place that will support the success of not only the organization, but also the permanent Chief Nursing Officer once selected. To be clear, we take good care of our patients, but we desire to aim to be the best and we will guide our staff to this end.

Lastly, challenging times will not cease. We must become nimble and adjust when and where needed. We must also celebrate along the way for all the hard work we do. One such opportunity is coming in May during National Hospital week the 12<sup>th</sup>-17<sup>th</sup>. Information regarding events will be forthcoming and commissioners are welcome to attend to meet staff and enjoy food and fun.

As always, it is a privilege to serve the board and our community.

Respectfully,

A handwritten signature in cursive script, appearing to read "Corey Fedie".

Corey Fedie, CEO

FINANCE COMMITTEE AGENDA  
Adams County Public Hospital District #2  
April 23, 2024

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: March 26, 2024
- IV. Review of Warrants & Vouchers: March 2024
- V. Financial Statements: March 2024
- VI. Additional Information
- VII. Adjourn

Check Number	Vendor Name	Check Date	Check Amount	Purpose
67168	V00149--Connell Oil	3/7/2024	1,885.84	Plant Operations Expense
67169	V00166--DATAPRO SOLUTIONS INC	3/7/2024	12,444.77	IT Network Expense
67170	V00194--EAP Consulting L.L.C.	3/7/2024	4,500.00	IT Management Expense
67171	V00750--Patient	3/7/2024	10.00	Patient Refund Expense
67172	V00633--Hunt, Dorcey	3/7/2024	1,080.90	Employee Reimbursement Expense
67173	V00645--Integrative Health Centers, Inc	3/7/2024	1,355.00	Contract Staffing Expense
67174	V00750--Patient	3/7/2024	40.00	Patient Refund Expense
67175	V00597--Kevin Osborne	3/7/2024	161.40	Employee Reimbursement Expense
67176	V00644--Kylie Buell	3/7/2024	113.18	Employee Reimbursement Expense
67177	V00625--Larmer, Sarah	3/7/2024	48.78	Employee Reimbursement Expense
67178	V00750--Patient	3/7/2024	10.00	Patient Refund Expense
67179	V00750--Patient	3/7/2024	1,150.04	Patient Refund Expense
67180	V00750--Patient	3/7/2024	556.34	Patient Refund Expense
67181	V00750--Patient	3/7/2024	7,900.00	Patient Refund Expense
67182	V00439--RITZVILLE HARDWARE	3/7/2024	1,895.22	Plant Operations Expense
67183	V00443--RITZVILLE PARTS HOUSE INC	3/7/2024	312.41	Maintenance Expense
67184	V00445--RITZVILLE TIRE COMPANY	3/7/2024	3,668.56	Maintenance Expense
67185	V00446--RITZVILLE, CITY OF	3/7/2024	1,616.59	Utilities Expense
67186	V00467--Schwabe, Williamson & Wyatt	3/7/2024	1,394.00	Legal Expense
67187	V00489--STATE AUDITOR'S OFFICE	3/7/2024	3,192.30	Government Fees
67188	V00517--Todd Nida	3/7/2024	231.47	Employee Reimbursement Expense
67189	V00750--Patient	3/7/2024	95.00	Patient Refund Expense
67190	V00568--WASHTUCNA, TOWN OF	3/7/2024	352.50	Utility Expense
67191	V00869--Greg Galbreath	3/8/2024	1,500.00	Rent
67192	V00802--Alliance One, LLC	3/15/2024	39,221.77	Contract Nursing
67193	V00648--G&M Love & Care Staffing LLC	3/15/2024	82,647.32	Contracting Staffing Expense
67194	V00595--Health Carousel	3/15/2024	81,508.80	Contracting Staff Expenses

67195	V00326--MCKESSON		3/15/2024	3,758.10	Medical Supplies Expense
67196	V00074--Automated Accounts Inc		3/20/2024	1,187.87	Contract Services
67197	V00856--Dynamic Collectors, INC		3/20/2024	1,800.41	Accounts Receivable Services
67198	V00212--Family Support Registry		3/20/2024	742.08	Garnishment Expense
67199	V00658--GAT Law Firm		3/20/2024	863.64	Legal Expense
67200	V00595--Health Carousel		3/20/2024	35,189.54	Contracting Staff Expenses
67201	V00750--Patient		3/28/2024	300.00	Patient Refund Expense
Voided - 65625	V00217--Fedie, Corey		3/22/2024	-249.28	Reimbursement
Voided - 66971	V00750--Patient		3/27/2024	-300.00	Patient Refund Expense



# **Finance Committee**

## **Meeting Minutes**

March 26, 2024

### **I. Call to order**

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 10:00 a.m.

### **II. In Attendance**

Dan Duff, Board Member; Beverly Kelley, Volunteer Committee Member; Matt Gosman, CFO; Corey Fedie, CEO; Matt Kubik, Board Member

**III. Review/Approve Meeting Minutes:** Dan Duff made a motion to approve the February 27 Finance meeting minutes. Matt Kubik seconded the motion, motion passed.

### **IV. Review Warrants and Vouchers: February 2024**

a. See attached- Dan Duff moved to approve, Matt Kubik seconded the motion, motion passed.

### **V. Financial Statements:**

- a. Corey reported that we are still being restrictive with the warrants due to the current cash flow issue. We are anticipating some good news.
- b. Matt confirmed what Corey said, cash was tight in February. Collections were good in January and then they kind of fell off. As mentioned in the prior meeting it was expected that February would be a low month however, March is looking a lot better. Gross patient revenue reached \$1.34 million however, that did not beat our all-time high which was in October. It is attributed to high value stays. Charge capture has improved dramatically and you can see that in the financials.
- c. Write offs and adjustments were high at \$366,000 which is 29% of charges. We will continue to have some high write offs while we work through the AR.
- d. Collections in February amounted to \$763,000. This is not especially low but it seems quite low when we have had significant higher months and have a substantial amount of outstanding accounts payables. Most of that money went directly to covering payroll. As mentioned there was some staff burnout, as well as, resistance from some payers to pay. March is looking much stronger, \$1.17 million to date with \$339,000 of LFT's set to deposit before the end of the month. We will be paying a large amount of AP in April. Matt acknowledged that there has been a lot of effort by Michael the RCM that has attributed to the higher collections.

- e. Days cash on hand was quite a bit lower in February. Corey gave a brief explanation of how this number is calculated however, it does not include the accounts payable that is still 30-60 days outstanding. Corey explained that there are several facilities in the state that are struggling. Dan Duff asked if the other facilities are having the same issues with payers. Corey explained that everyone was affected by the cyber-attack. Corey explained that we do have requests out to the state and have applied for a line of credit.
- f. Matt reported that the January collections were over a million and of course February fell short Corey pointed out the revenue collections trend over the last five months is steadily increasing and AR days has flat lined. Matt said the AR days are down to 130.
- g. Corey explained that the number of claims being processed and patient volumes confirms that we are having a successful year however, with the various issues of Medicare, EPIC and the cyberattack it has been difficult. Matt Kubik said we just need to get some swing beds. Corey said that we have not had any in the last five days. Matt reported that we had no swing bed patients in September and that was one of our top collection months. We do still have profitable months without swing bed patients.

#### **VI. Additional Information**

- a. Corey said the message to the community should be that we have been struggling a bit due to the cyber-attack and claims being wrongfully denied however, this year is looking to be very profitable so far.

Dan Duff moved to adjourn, Matt Kubik seconded. Meeting adjourned at 10:41 a.m.

Respectfully Submitted by Kylic Buell



# East Adams Rural Healthcare

903 S Adams Ave.  
Ritzville, Washington 99169  
509-659-1200

CFO Report to the Board  
Board of Commissioners  
East Adams Rural Healthcare  
April 23, 2024

## March Financial Status

Gross patient revenue reached \$1,157,378 in March, slightly down from February and falling short of the previous March, which amounted to \$1,215,817. Write-offs and adjustments were offset by several swing bed accounts, which resulted in an increase, rather than a decrease, of revenue of \$13,100.

EARH had a net gain of \$12,006 in March. March expenses were above budget due to higher utilization of contract staffing for providers and the interim CNO and a slight increase in supply purchases resulting from decreased cashflow constraints.

## Revenue Collections

EARH had strong collections of \$1,216,869 in March. Efforts to claim payments that have been erroneously denied, focus on outstanding AR, and updated payor contracts have been effective. Though AR only decreased by 3% from February to March, total AR is down by nearly one million dollars in April.

## Outlook

As of April 19th, April collections were at \$1.7 M. The revenue cycle has identified several accounts that are expected to produce strong payments through May.

EARH currently does not have any swing bed patients, which account for a high proportion of hospital revenue. This will affect the short-term outlook, but we anticipate the collection of older accounts to help mitigate any dips in revenue.

Days cash on hand on March 31, 2024, was 19.33.

Respectfully submitted,  
Matthew Gosman, CFO

**Adams County Public Hospital District No. 2**  
**Statement of Operations**

**For the Period and Year-to-Date Ending March 31, 2024**

	Prior Month 2/29/2024		Month Ending 3/31/2024			Year To Date 3/31/2024			Prior YTD 3/31/2023	
	Actual	Budget	Actual	Budget	Variance to Budget	YTD Actual	YTD Budget	YTD Variance	%	YTD Variance
<b>Operating Revenue</b>										
Patient Service Revenue	\$ 38,216.00	\$ 3,155.00	\$ 101,149.36	\$ 97,994.36	\$ (97,994.36)	\$ 129,025.00	\$ 303,448.08	\$ (174,423.08)	(57%)	\$ 180,825.00
Daily Inpatient Services	\$ 169,781.00	\$ 69,015.00	\$ 105,067.23	\$ (36,052.23)	\$ (34%)	\$ 396,710.00	\$ 315,201.69	\$ 81,508.31	26%	\$ 187,829.00
Swingbed Room Revenue	\$ 100,819.00	\$ 117,681.00	\$ 104,962.07	\$ 12,718.93	12%	\$ 304,284.00	\$ 314,896.21	\$ (10,602.21)	(3%)	\$ 187,641.00
Physician/Clinic Services	\$ 38,216.00	\$ 3,154.00	\$ 101,149.36	\$ (97,995.36)	(97%)	\$ 129,024.00	\$ 303,448.08	\$ (174,424.08)	(57%)	\$ 180,825.00
Ancillary Inpatient Services	\$ 997,698.00	\$ 984,373.00	\$ 761,939.23	\$ 202,433.77	27%	\$ 2,780,392.00	\$ 2,285,817.69	\$ 494,574.31	22%	\$ 1,362,121.00
Ancillary Outpatient Services	\$ 1,344,730	\$ 1,157,378	\$ 1,174,267	\$ (16,889)	(1%)	\$ 3,739,435.00	\$ 3,522,801.75	\$ 216,633.25	6%	\$ 2,099,241
Total Gross Patient Revenue	\$ 366,761	\$ (13,100)	\$ 282,497	\$ (295,597)	(105%)	\$ 743,823.00	\$ 847,491.00	\$ (103,668.00)	(12%)	\$ (403,486)
Deductions from Patient Revenue	\$ 977,969	\$ 1,170,478	\$ 891,770	\$ 278,708	31%	\$ 2,995,612.00	\$ 2,675,310.75	\$ 320,301.25	12%	\$ 2,502,727
Net Patient Service Revenue	\$ 251	\$ 40,648	\$ 13,333	\$ 27,315	205%	\$ 44,607.00	\$ 40,000.00	\$ 4,607.00	12%	\$ 34,509
Other Operating Revenue	\$ 978,220	\$ 1,211,126	\$ 905,104	\$ 306,022	34%	\$ 3,040,219.00	\$ 2,715,310.75	\$ 324,908.25	12%	\$ 2,537,236
<b>Total Operating Revenue</b>										
<b>Expenses</b>										
Salary and Wages	\$ 551,963	\$ 589,208	\$ 569,597	\$ 19,611	3%	\$ 1,704,691.00	\$ 1,708,791.25	\$ (4,100.25)	(0%)	\$ 1,033,769
Employee Benefits	\$ 102,167	\$ 77,393	\$ 114,400	\$ (37,007)	(32%)	\$ 304,550.00	\$ 343,198.95	\$ (38,648.95)	(11%)	\$ 248,227
Purchased Services	\$ 183,387	\$ 276,013	\$ 189,046	\$ 86,967	46%	\$ 656,172.00	\$ 567,139.09	\$ 89,032.91	16%	\$ 405,759
Professional Fees	\$ 64,259	\$ 169,477	\$ 59,954	\$ 109,523	183%	\$ 286,699.00	\$ 179,862.25	\$ 106,836.75	59%	\$ 74,322
Supplies	\$ 39,553	\$ 55,205	\$ 46,269	\$ 8,936	19%	\$ 158,320.00	\$ 138,807.75	\$ 19,512.25	14%	\$ 141,890
Repairs and Maintenance	\$ 65	\$ 163	\$ 3,916	\$ (3,753)	(96%)	\$ 14,250.00	\$ 11,746.50	\$ 2,503.50	21%	\$ 7,707
Utilities	\$ 19,504	\$ 21,110	\$ 21,329	\$ (219)	(1%)	\$ 82,528.00	\$ 63,987.50	\$ 18,540.50	29%	\$ 40,628
Advertising and Marketing	\$ 9,223	\$ 9,075	\$ 14,348	\$ (5,273)	(37%)	\$ 47,003.00	\$ 43,044.00	\$ 3,959.00	9%	\$ 11,021
Depreciation	\$ 64,724	\$ 64,724	\$ 62,253	\$ 2,471	4%	\$ 194,171.00	\$ 186,760.00	\$ 7,411.00	4%	\$ 129,447
Insurance	\$ -	\$ -	\$ 13,506	\$ (13,506)	(100%)	\$ -	\$ 40,516.50	\$ (40,516.50)	(100%)	\$ 4,003
Education/Travel/Dues	\$ 216	\$ 6,130	\$ 11,740	\$ (5,610)	(48%)	\$ 17,902.00	\$ 35,220.00	\$ (17,318.00)	(49%)	\$ 63,968
Interest Expense	\$ 28,795	\$ 28,843	\$ 29,635	\$ (792)	(3%)	\$ 87,273.00	\$ 88,905.00	\$ (1,632.00)	(2%)	\$ 59,268
Taxes & Licenses	\$ -	\$ -	\$ 3,028	\$ (3,028)	(100%)	\$ -	\$ 9,083.75	\$ (9,083.75)	(100%)	\$ 3,880
Rent Expense	\$ 310	\$ -	\$ 284	\$ (284)	(100%)	\$ 620.00	\$ 853.25	\$ (233.25)	(27%)	\$ 580
Bad Debt Expense	\$ (288)	\$ 6,508	\$ 4,288	\$ 2,220	52%	\$ 28,572.00	\$ 12,862.75	\$ 15,709.25	122%	\$ 24,692
Other Expenses	\$ 5,819	\$ 8,451	\$ 22,354	\$ (13,903)	(62%)	\$ 34,133.00	\$ 67,062.00	\$ (32,929.00)	(49%)	\$ 51,241
Total Operating Expenses	\$ 1,069,697	\$ 1,312,300	\$ 1,165,947	\$ 146,353	13%	\$ 3,616,884.00	\$ 3,497,840.53	\$ 119,043.47	3%	\$ 2,300,402
Operating Income (Loss)	\$ (91,477)	\$ (101,174)	\$ (260,843)	\$ 159,669	(61%)	\$ (576,665.00)	\$ (782,529.78)	\$ 205,864.78	(26%)	\$ 236,834
<b>Non-Operating Income</b>										
Grant Revenue	\$ -	\$ -	\$ 130,341	\$ (130,341)	(100%)	\$ 51,775.00	\$ 391,022.27	\$ (339,247.27)	(87%)	\$ -
Interest Income	\$ -	\$ -	\$ 4,417	\$ (4,417)	(100%)	\$ -	\$ 13,250.00	\$ (13,250.00)	(100%)	\$ 332
Tax Levy Income	\$ 113,199	\$ 113,181	\$ 141,090	\$ (27,909)	(20%)	\$ 341,910.00	\$ 423,269.50	\$ (81,359.50)	(19%)	\$ 260,504
Total Non-Operating Income	\$ 113,199	\$ 113,181	\$ 275,847	\$ (162,666)	(59%)	\$ 393,685.00	\$ 827,541.77	\$ (433,856.77)	(52%)	\$ 260,836
Net Income	\$ 21,722	\$ 12,006	\$ 15,004	\$ (2,998)	(20%)	\$ (182,981.00)	\$ 45,011.99	\$ (227,992.99)	(507%)	\$ 497,670
Operating Margin	-9%	-8%	15,004	(2,998)	(20%)	(182,981.00)	45,011.99	(227,992.99)	(507%)	9%
Total Profit Margin	2%	1%	15,004	(2,998)	(20%)	(182,981.00)	45,011.99	(227,992.99)	(507%)	22%

# East Adams Rural Healthcare

## Adams County Public Hospital District No. 2 Balance Sheet

As of March 31, 2024

Reporting Book:

ACCRUAL

As of Date:

03/31/2024

	Month To Date 01/31/2024	Month To Date 02/29/2024	Month Ending 03/31/2024
	Actual	Actual	Actual
<b>Current Assets</b>			
Operating Cash	791,484	706,377	773,255
Patient Accounts Receivable	5,133,491	5,625,872	5,441,934
Allowance for Doubtful Accounts	810,281	810,281	984,056
Third Party Receivables	168,592	168,592	168,591
Taxes Receivable	256,879	366,267	475,655
Inventory	603,586	609,448	681,727
Reserve for Operations	27,471	27,718	27,719
Reserve for Funded Depreciation	2,248	2,257	2,257
Prepaid Expenses	217,392	207,294	231,537
<b>Total Current Assets</b>	<b>8,011,423</b>	<b>8,524,106</b>	<b>8,786,731</b>
<b>Other Assets</b>			
Property, Buildings, & Equipment	17,773,169	17,773,169	17,773,169
Accumulated Depreciation	(9,566,740)	(9,631,463)	(9,696,187)
Construction in Process	860,865	860,864	860,865
<b>Other Assets</b>	<b>9,067,294</b>	<b>9,002,570</b>	<b>8,937,847</b>
<b>Total Assets</b>	<b>\$ 17,078,717</b>	<b>\$ 17,526,676</b>	<b>\$ 17,724,578</b>
<b>Current Liabilities</b>			
Accounts Payable	1,302,676	1,682,181	1,930,509
Payroll & Related Liabilities	2,399,808	2,640,275	2,846,931
Third Party Cost Report Settlements	168,717	168,717	168,718
Current Portion of Long Term Debt	260,000	260,000	260,000
Other Accrued Expenses	684,636	694,099	768,492
<b>Total Current Liabilities</b>	<b>(4,815,837)</b>	<b>(5,445,272)</b>	<b>(5,974,650)</b>
<b>Long Term Debt</b>	<b>(7,304,860)</b>	<b>(7,333,703)</b>	<b>(7,362,546)</b>
<b>Equity from Operations</b>	<b>(4,958,020)</b>	<b>(4,747,701)</b>	<b>(4,387,382)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ (17,078,717)</b>	<b>\$ (17,526,676)</b>	<b>\$ (17,724,578)</b>

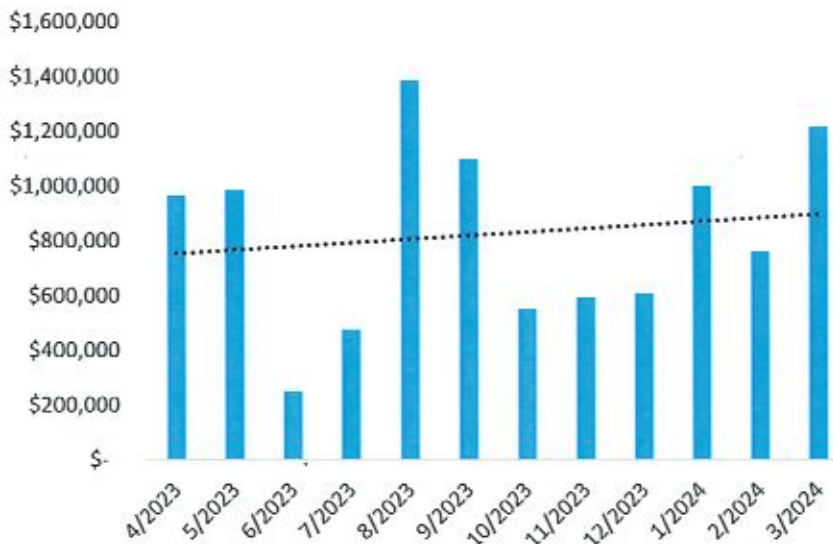
### AR Days



## EARH Revenue Collections 12 Month Trend

Month/Year	Total Deposits	Grants/Other	Patient Care Collections
4/2023	\$ 1,016,318	\$ 50,294	\$ 966,024
5/2023	\$ 984,995	\$ -	\$ 984,995
6/2023	\$ 252,104	\$ -	\$ 252,104
7/2023	\$ 477,568	\$ -	\$ 477,568
8/2023	\$ 1,727,860	\$ 341,979	\$ 1,385,881
9/2023	\$ 1,097,674	\$ -	\$ 1,097,674
10/2023	\$ 551,327	\$ -	\$ 551,327
11/2023	\$ 621,355	\$ 27,886	\$ 593,469
12/2023	\$ 610,607	\$ -	\$ 610,607
1/2024	\$ 1,052,833	\$ 51,775	\$ 1,001,058
2/2024	\$ 763,077	\$ -	\$ 763,077
3/2024	\$ 1,216,896		\$ 1,216,896

### EARH Patient Care Revenue Collected





# East Adams Rural Healthcare

## VOUCHER CERTIFICATION AND APPROVAL

I, THE UNDERSIGNED AUDITING OFFICER, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST AND PAID OBLIGATIONS BY ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS.

\_\_\_\_\_  
COREY FEDIE, SUPERINTENDENT

WARRANTS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING.

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2, ADAMS COUNTY, WASHINGTON, DO APPROVE THOSE WARRANTS INCLUDED IN THE ATTACHED LIST AND FURTHER DESCRIBED AS ACCOUNTS PAYABLE WARRANTS #67168 THROUGH #67201 IN THE AMOUNT OF \$292,733.83.

SIGNED THIS 24<sup>TH</sup> DAY OF APRIL 2024.

\_\_\_\_\_  
JOHN KRAGT, CHAIRMAN

\_\_\_\_\_  
ERIC WALKER, VICE-CHAIRMAN

\_\_\_\_\_  
RILEY HILLE, SECRETARY/COMMISSIONER

\_\_\_\_\_  
MATT KUBIK, COMMISSIONER

\_\_\_\_\_  
DAN DUFF, COMMISSIONER

