

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2
Meeting of the Board of Commissioners
December 19, 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 November 21st
Approval of Special Board Meeting Minutes November 14th
Approval of Public Hearing Meeting Minutes November 26th
- 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 – November
 - (2) Approval of Warrants and Vouchers
 - ii) Building Committee
 - iii) Compliance Committee
- IX) Old Business
 - i) Board Bylaws
- X) New Business
 - i) Election of Board positions and committees
 - ii)
- XI) Public Comment
- XII) Executive Session
 - i)
- XIII) Next Board Meeting January 22, 2025, at 5:30 p.m.
- XIII) Adjourn

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
East Adams Rural Hospital
903 S. Adams
Ritzville, WA 99169
Special Meeting of the Board of Commissioners
November 14, 2024

Present:	John Kragt	Board Chair
	Eric Walker	Vice Chair
	Riley Hille	Commissioner
	Dan Duff	Commissioner
	Corey Fedic	CEO
	Matt Gosman	CFO
	Lurisa Sackman	CNO

John Kragt, Board Chair called the meeting to order at 12:00 pm.

Matt Gosman presented the 2025 budget to the Board. Matt provided some additional information regarding the budget assumptions. Operational expenses include an additional provider and an updated fee schedule. Grant revenue is expected to decrease due to no longer receiving mobile clinic funds. John asked if we would be getting the Distressed Hospital grant. Corey said we are likely to get it. FTE's will increase by three including a mid-level in the ED, an accountant, and a wound care nurse. Corey explained that the ED volumes justify the additional provider. John asked how the Ed is currently staffed. There was discussion regarding current provider contracts and ED volumes. Corey shared that we already have a mid-level interested. Salary increases will be merit based. Fringe benefits are budgeted at a 10% increase. Matt explained that adjustments/write-offs will be lower due to old accounts being cleaned up. Contract services have currently decreased 35-50% and there will be an additional 20-30%. Matt explained that he was very conservative with the budget. The capital purchases were listed as priority and are all budgeted for 2025 however, that does not mean they will all be purchased. Riley asked where the capital purchase items come out on the budget. Matt explained that it shows under depreciation. John asked if the net patient revenue is the best that we can get to. Matt said that he is basing it on trends. Riley asked about FTE wages being included. Matt said that for the mid-level it is balanced out by OI wages from our current providers.

Commissioner Eric Walker made a motion, seconded by Commissioner Dan Duff to adjourn the meeting. The motion passed.

The meeting was adjourned at 12:45 p.m.

Respectfully Submitted,
Kylie Buell
Executive Administrative Assistant

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
East Adams Rural Hospital
903 S. Adams
Ritzville, WA 99169
Meeting of the Board of Commissioners
November 21, 2024

PRESENT:	John Kragt	Board Chair
	Eric Walker	Vice-Chair
	Riley Hille	Commissioner/Secretary
	Matt Kubik	Commissioner
	Corey Fedie	CEO
	Matt Gosman	CFO
	Lexie Zuver	Chief of Staff
	Lurisa Sackman	CNO

ABSENT: Dan Duff, Commissioner

GUESTS: None

There were no community members present.

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

INTRODUCTIONS-None

ADDITIONS AND CORRECTIONS-

Commissioner Eric Walker asked to add under new business; GCHIA.

Corey Fedie asked to add under new business; Resolution 24-09 and Resolution 24-10

PUBLIC COMMENT-None

APPROVAL OF MINUTES

The October 23rd, regular board meeting minutes and November 1st special board meeting minutes were presented. Commissioner Riley Hille made a motion to approve the October 23rd regular board meeting minutes and November 1st special board meeting minutes as presented. Commissioner Eric Walker seconded. The motion passed unanimously 4-0 with Commissioner Dan Duff being absent.

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 the Med Staff met this meeting. Peer review received good marks. There was discussion regarding the IV fluid shortage. Dr. Zuver said this has not been an issue for us so far. Chair John Kragt asked about Avel. Corey said it will not be implemented until the first quarter. John asked about the walk-in volumes. Dr. Zuver said they have been busy. Dr. Zuver also reported that there has been an outbreak of Pertussis in neighboring counties.

CEO REPORT- See attached.

Corey shared some upcoming events including the Holiday Party.

COMMITTEE REPORTS

FINANCE COMMITTEE

CFO REPORT – See attached.

October was a difficult month overshadowed by the cyber-attack and inability to bill. There was an increase in charges specifically in EMS, Family Medicine, Seeing Bed, Lab, and ER. There was a decrease in pain management services. We are still seeing a decrease in operating expenses due to terminating some contract services. AR dropped to \$4.4 million. Days AR are 125.9. Unresolved AR is the reason for the high Days in AR. Days cash on hand for October was 11.3. We have some swing bed accounts coming in. Eric asked what the best estimate of time would be to recover from obstacles. Matt said there is no clear answer. Eric asked about the status of the audits. We are in daily communications. 2022 should be completed in a few weeks. John asked how November is looking so far. Matt reported that cash collections are trending toward \$1.3 million.

WARRANTS & VOUCHERS

Commissioner Riley Hille presented the following warrants for approval Accounts Payable Warrants #67810 to #67871 for \$517,724.70. Commissioner Eric Walker made a motion to approve, Commissioner Matt Kubik seconded. Motion passed unanimously.

BUILDING COMMITTEE-None

COMPLIANCE COMMITTEE-

Commissioner Riley Hille reported that there was a meeting and discussion regarding network security. There is nothing to report to the Board.

OLD BUSINESS-None

NEW BUSINESS

The Board was presented with the 2025 preliminary budget. Matt Gosman highlighted the expense changes and liabilities. Matt explained that he has a \$450,000 budget for capital purchases, however that does not mean that we will purchase all the items. Corey asked if a wound care nurse was budgeted for. Matt said that it is counted as FTE, but cost was not budgeted. The district will be purchasing Scooters. The salaries for 2024 were reduced due to projections.

Commissioner Riley Hille requested that the Board review the bylaws. There are some RCW's that have been revised/repealed. It was suggested that amendments be made at the next board meeting and a motion be made at the January meeting.

Commissioner Eric Walker requested that CEO Corey Fedie request from GCHA updates or information on a biannual or annual basis. Corey agreed to pass along the request.

The items previously requested to be added to the agenda were moved to the public hearing next week.

PUBLIC COMMENT-None

The Board went into executive session at 6:21 p.m. to discuss RCW 42.30.110 (g); to review the performance of a public employee and Medical Staff credentialing. The estimated length of the executive session was 20 minutes. The Board came out of executive session at 6:41 p.m.

Commissioner Matt Kubik made a motion to approve Anita Warner NP, to the medical staff, seconded by Commissioner Eric Walker. Motion passed unanimously.

Commissioner Eric Walker made a motion to approve Mary Phillips ARNP, to the medical staff, seconded by Commissioner Matt Kubik. Motion passed unanimously.

Commissioner Eric Walker made a motion to approve Trent Blackwill CRNA, to the medical staff, seconded by Commissioner Riley Hille. Motion passed unanimously.

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

The meeting adjourned at 6:43 p.m.

Respectfully submitted,
Kylie Buell, Executive Assistant

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
East Adams Rural Hospital
903 S. Adams
Ritzville, WA 99169
Special Meeting of the Board of Commissioners
November 26, 2024

Present:	John Kragt	Board Chair
	Eric Walker	Vice Chair
	Riley Hille	Commissioner
	Dan Duff	Commissioner
	Matt Kubik	Commissioner
	Corey Fedic	CEO
	Matt Gosman	CFO

John Kragt, Board Chair, opened the public hearing for comment at 3:00 pm. There was one member of the public present. There was no comment on the 2025 Budget. The public hearing was closed.

Resolution 24-09 regarding the EMS levy in the amount of \$363,953.72. Commissioner Riley Hille made a motion to approve Resolution 24-09 as presented, seconded by Commissioner Dan Duff. The motion passed unanimously.

Resolution 24-10 regarding the hospital levy in the amount of \$646,951.31. Commissioner Eric Walker made a motion to approve Resolution 24-10 as presented, seconded by Commissioner Riley Hille. The motion passed unanimously.

Matt Gosman shared a proposal from Myriad Solutions (MultiCare) to assist with revenue cycle functions. John Kragt asked if this will cause a reduction in employee salaries. Matt said coding charges will be offset. We will be discontinuing coding services with Samaritan as MultiCare will be able to provide the service as part of their contract. We will not be losing any of our current staff, MultiCare will help train our staff up. John shared his concerns with MultiCare following through on the terms of the proposal. There was some confusion on the terms of cancellation. Corey agreed to get clarification. Matt Kubik asked if insurance companies were slowing down the billing process. Corey said that it is our process that is slowing it down. Commissioner Eric Walker asked if we could send out preliminary billing statements. It was agreed that this would cause more confusion. Commissioner Riley Hille made a motion to approve the Myriad Solutions proposal pending clarification of the terms. Commissioner Eric Walker seconded. The motion passed unanimously.

Corey asked the board if there were any further changes they would like done to the 2025 Budget. Hearing none, Commissioner Riley Hille made a motion to approve the 2025 Budget, seconded by Commissioner Matt Kubik. The motion passed unanimously.

Commissioner Matt Kubik made a motion, seconded by Commissioner Dan Duff to adjourn the meeting. The motion passed.

The meeting was adjourned at 3:15 p.m.

Respectfully Submitted,
Kylie Buell
Executive Administrative Assistant

CNO Report

December 19, 2024

1. We have opened a new position for wound care nursing. This will be a specialty nurse that will assist with outpatient wound care services, assist clinic providers on appropriate orders and help keep patients stay in the area versus sending them out to Spokane for treatment.
2. We have had a small uptick in pain procedures over the last month and are expected to see this climb. CNO is working with our referral specialist to ensure that we are up to date on all pre-authorizations for the pain procedures to continue a quick turn around.
3. Our new Nurse Manager, Deb, has been making great progress in relationships with other hospitals to increase our referrals to Swing Bed. We have found a few areas of improvement and are working with these departments to ensure a smooth process.
4. We are working with the EMS services to restart our skills labs each month, now that they have increased staff, there is no hold up. Staff are looking forward to the training opportunities.
5. We continue to look at where our growth is and what areas we need to focus on for growth in the clinic. Dr. Zuver is reviewing charts for coaching and education opportunities for our new providers. They are all getting acclimated to the community and the patient population we see here. I am excited to see where their focus goes as they learn the area.

Sincerely,

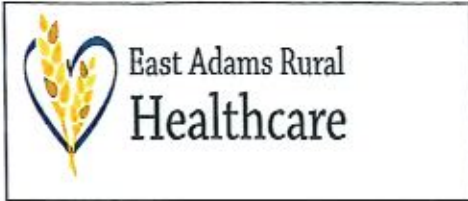
Lurisa Sackman, RN, MSN, CRRN
Chief Nursing Officer

Job Openings

Department	Job Opening	Date Open	Status	Notes
EMS	EMT/Paramedics	08/31/2022	Closed	7 full-time EMTs hired 8/11/24
Clinic/ER/Hospital	Nurse Practitioner/PA-C	07/24/2023	Open	1 NP starting 10/01/24
Administration	Accounting Clerk	09/28/2023	Open	Hired remote to help with entering Invoices
Administration	Nurse Manager	03/28/2024	Closed	Scheduled to start 10/01/2024
Administration	Compliance/Risk/Survey Readiness Coordinator	02/27/2024	Open	
Clinic	Scheduling and Referral Specialist	06/17/2024	Closed	Position absorbed by Lead Registrar
Administration/Business Office	Accountant	05/30/2024	Open	
Laboratory	MT/MLT	06/30/2024	Open	
Plant	Housekeeper	08/05/2024	Closed	Hired Internally 08/1/2024
Clinic	Licensed Independent Clinical Social Worker (Part-Time)	08/27/2024	Closed	Orientation on 9/26/24
Plant	PRN Housekeeper	10/01/2024	Closed	Orientation on 11/7/2024
Plant	Housekeeper	10/28/2024	Open	
Therapy	Speech Language Pathologist (Temp for 15 weeks)	11/18/2024	Open	
Clinic	Licensed Independent Clinical Social Worker (Part-Time)	12/06/2024	Open	
Hospital	Wound Care Nurse RN or LPN	12/12/2024	Open	
Administration	Marketing and Communications Coordinator	11/01/2024	Open	

New Business

Topic	Report	Follow-Up	Responsibility
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MINUTES

East Adams Rural Healthcare

11/21/2024 @ 09:00 am./Meeting called to order per Jason McCoy

Attendance

Attended	Absent
<ul style="list-style-type: none"> ✓ Dr. Zuver ✓ Dan Crisp ✓ Navin Adhikary ✓ Corey Dedie ✓ Commissioner Hille ✓ Matthew Gosman ✓ Jason McCoy ✓ Lurisa Sackman ✓ Sheena Starkel ✓ Neil Verberne ✓ Deborah Deboard 	<ul style="list-style-type: none"> Commissioner Kragt Bruce Garner Vanessa Grimm Amanda Osborne Michael Navarro Todd Nida Teri Abney Amelia Bernal Tyler Dennis Pam Gilmore JoshBrownlowe

Approval of Minutes

October minutes approved.
Next meeting December 19th.

Governing Board

No report.

Old Business


Med Staff	Lurisa to ensure med staff is not in QAPI plan that was approved April/May/June.		Lurisa
EOC Rounds	Todd, Jason and Lurisa completed EOC rounds on November 5 th . Todd found that several top shelves had items too close to the ceiling. Todd following up with Trudy on this topic. Still need splash guards installed.	Install Splash Guards	Todd
1. Org. Goal 1:	Not discussed		
2. Org. Goal 2:	Not discussed		



New Business



Topic	Report	Follow-Up	Responsibility
3. Org. Goal 3:		Not discussed	
4. Org. Goal 4:		Not discussed	
5. Org. Goal 4:		Not discussed	

NEW BUSINESS

Department and Committee Reports

Safety	Not here due to IT issues.	Josh Brownlowe
	<div data-bbox="371 1108 604 1209" style="background-color: green; color: white; padding: 5px; display: inline-block;">Safety Goals</div> <div data-bbox="727 1108 1102 1209" style="border: 1px solid blue; padding: 5px; display: inline-block; margin-left: 20px;">  East Adams Rural Healthcare <small>2014 Adams Rural Health Center 2015-2016 Office of Patient Safety</small> </div> <ul style="list-style-type: none"> Full review of safety policies Reassessment annual safety committee goals Safety Committee to include 100% department representation. Deployment of staff safety signage in relation to patient behavior and staff treatment. Assessment of Winter Safety coming into the holidays 	

Topic	Report	Follow-Up	Responsibility																	
	<div data-bbox="363 205 586 296" style="background-color: #4CAF50; color: white; padding: 5px; display: inline-block;">Safety Data</div> <div data-bbox="708 201 1073 296" style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;">  <p>East Adams Rural Healthcare</p> </div> <table border="1" data-bbox="363 365 1008 527" style="margin-top: 20px; width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #0070C0; color: white;"> <th>Subject</th> <th>Number for Sept-Oct</th> <th>Ideal Number</th> </tr> </thead> <tbody> <tr> <td>Serious Safety Events</td> <td>1/0</td> <td>0/0</td> </tr> <tr> <td>Workplace Violence Events</td> <td>2/1</td> <td>0/0</td> </tr> <tr> <td>Slips, Trips, & Falls</td> <td>1/1</td> <td>0/0</td> </tr> <tr> <td>Safety Committee Attendance</td> <td>0/1</td> <td>8/8</td> </tr> <tr> <td>Goal Completion</td> <td>0/1</td> <td>1/1</td> </tr> </tbody> </table>	Subject	Number for Sept-Oct	Ideal Number	Serious Safety Events	1/0	0/0	Workplace Violence Events	2/1	0/0	Slips, Trips, & Falls	1/1	0/0	Safety Committee Attendance	0/1	8/8	Goal Completion	0/1	1/1	
Subject	Number for Sept-Oct	Ideal Number																		
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Safety Committee Attendance	0/1	8/8																		
Goal Completion	0/1	1/1																		
Plant	Not here	Todd Nida																		
ER	Reported on Power point presentation. Had several points about data collection for Sepsis, specific benchmarks and order sets. Had action plans for each item. I would like to add Goal of Stroke to the scorecard.	Deborah Deboard																		
	<div data-bbox="337 1339 651 1423" style="background-color: #4CAF50; color: white; padding: 5px; display: inline-block;">Emergency Department Goals</div> <div data-bbox="672 1335 989 1419" style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;">  <p>East Adams Rural Healthcare</p> </div> <ol style="list-style-type: none"> 1. Improvement, recognition, and care of patients with Sepsis 2. Development of standing orders and protocols for most frequent diagnosis 3. New Goal: Improvement, recognition, and care of patients presenting with stroke symptoms 																			

Topic	Report	Follow-Up	Responsibility
	<div data-bbox="331 205 662 289" style="background-color: #4CAF50; color: white; padding: 5px; display: inline-block;">Emergency Data</div> <div data-bbox="667 205 980 289" style="border: 1px solid #000; padding: 5px; display: inline-block; margin-left: 10px;">  East Adams Rural Healthcare <small>801 E Adams Ave. Lewis, WA 99101-0219 FAX 509-223-0700 TOLL FREE 800-368-5444</small> </div> <p data-bbox="337 344 792 373">Development and progress of data collection:</p> <ul data-bbox="337 407 980 583" style="list-style-type: none"> Data is dispersed for the previous year in various locations EPIC has reporting capability, working on developing reporting feature to not manually track Audit exists for Sepsis screening and care Nursing audits are occurring in real-time No order sets or protocols have been created <div data-bbox="331 730 662 814" style="background-color: #4CAF50; color: white; padding: 5px; display: inline-block; margin-top: 20px;">Emergency Department Assessment and Action Plan</div> <div data-bbox="667 730 980 814" style="border: 1px solid #000; padding: 5px; display: inline-block; margin-left: 10px; margin-top: 20px;">  East Adams Rural Healthcare <small>801 E Adams Ave. Lewis, WA 99101-0219 FAX 509-223-0700 TOLL FREE 800-368-5444</small> </div> <ol data-bbox="337 848 980 1087" style="list-style-type: none"> 1. Barriers exist in gathering data for Sepsis in a collective manner <ol style="list-style-type: none"> a) Lack of reports specific to Sepsis screening and care <ol style="list-style-type: none"> I. ACTION PLAN: Develop reports w/ Navin and validate reports 2. Real-time audits will help gather specifics on care benchmarks <ol style="list-style-type: none"> I. ACTION PLAN: Huddle sheets have Sepsis alerted patient stickers and can have real-time audits. Develop workflow around doing and submitting audits as Sepsis events occur. 3. Order sets and protocols have not been created <ol style="list-style-type: none"> a) These are written but provider approval is slow. <ol style="list-style-type: none"> I. ACTION PLAN: Printed and placed in binder for ease in working through order sets b) Reliant upon Navin to get order sets and protocols in delayed by training <ol style="list-style-type: none"> I. ACTION PLAN: Once approved by providers, Navin can put order sets in place. II. ACTION PLAN: Navin reaching out to Multicare on existing standing orders because these are nationally recognized and should be able to map to EARH EPIC. 		
<p>Social Service</p>	<p>Amelia was not present, but she put up her power point and Deborah gave report. Monitoring readmission rates. Remain below 5%. Completing 100% of initial activity evals, complete 100% of care conferences. Had action plan for these items.</p>		<p>Amelia Bernal Deborah Deboard</p>

Topic	Report	Follow-Up	Responsibility
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Social Services Goals



ALL hospital inpatients:

- Continuous monitoring of re-admissions & maintain below 5% re-admission rate.

All Swing Bed Patients

- Complete 100% of the initial activity evals on each patient admission.
 - Complete 100% of the care conferences per FARH policy.
 - To include full multidisciplinary approach
 - Meet the time frames set by each patients level of care and needs.
- **Certified swing short stay patients vs. long term care resident needs

Social Services Data



ALL hospital inpatient Re-Admission rate:

- Zero readmissions to report for September or October 2024

Swing Bed Activities:

- 100% activity evals were completed upon admission and quarterly for LTC residents. In Sept. & Oct.
 - Currently working with therapy department/nursing to determine the best way to ensure OT co-signatures/review is occurring consistently. (Paper document vs. creating form in epic system)

Swing/LTC Patient Care Conferences:

- Medicare swing beds met standards;/ SS will be tracking attendance going forward.
- LTC care conferences met quarterly standards
 - (-1 patient, due to Guardianship needs, CC pushed out to this week)

Social Services Assessment & Action Plan



-Re-admissions are at zero at this time, will continue to monitor and encourage case management intervention when detected.

- Care team involvement has increased, also daily swing bed audit began this week. SS will identify care conference needs and send to nursing admin daily. Attendance tracking tool will be created to improve reporting on this goal.

New Business

Topic	Report	Follow-Up	Responsibility
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Information Technology	Not present due to IT issues	Tyler Dennis
Human Resources	Not present	Amanda Osborne
Finance	Gave financial report and concentrated on AR. Gave benchmarks for AR. Gave report on impact of network breach on AR. Gave strategies to decrease AR.	Matthew Gosman

Finance Goals



What are AR Days?

- Measure of how long it takes to collect payment after a service is provided.
- Calculated as: (Accounts Receivable / Total Credit Sales) x Number of Days.

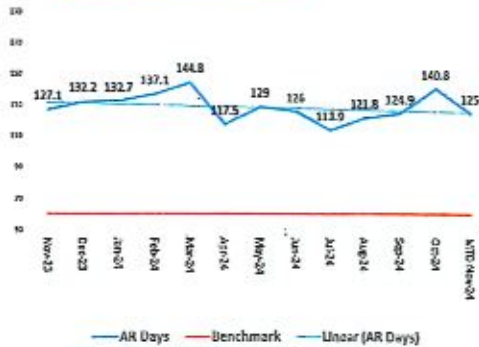
Purpose:

- Assess the efficiency of the billing department.
- Identify cash flow trends and potential issues.

Benchmark for AR Days

- Good Benchmark for Small Hospitals:
- Typically, AR days should be between 30-60 days.
- Washington law and charity care requirements impose a delay on collections, resulting in our goal being at the top end of the range at 60 days in AR.

Finance Data



Impact of Network Breach

Recent Increase in AR Days:

- AR days rose to 140 due to a network breach.
- Billers were locked out of the system for most of September.



Historical Context:

- All-time high recorded at 160 AR days.

Other Contributing Factors to High AR Days

Long-standing Focus on Cash Collection:

- Emphasis on quick cash inflow has led to unresolved uncollectible AR.
- Need to balance immediate cash goals with long-term AR management.

Topic	Report	Follow-Up	Responsibility
	<div data-bbox="397 205 711 321" style="background-color: red; color: white; padding: 5px; text-align: center;"> Finance Assessment and Action Plan </div> <div data-bbox="711 205 1109 283" style="border: 1px solid blue; padding: 5px; margin-top: 10px;">  East Adams Rural Healthcare <small>100 E. Adams Street, Suite 100, 20147, East Adams, IL 62424</small> </div> <p>High AR days have continually been an issue at EARH. Efforts to decrease AR days have been punctuated by critical issues increasing days, including the 2023 Medicare validation issue and the 2024 network breach.</p> <p>Cash collections have resumed and potentially improved. Collections in October, the month most affected, were \$600k. Collections in November are on track to hit \$1.3m, which brings the average of the two months up to \$950k.</p> <p>Strategies to Decrease AR Days:</p> <ul style="list-style-type: none"> • Implementing systematic follow-ups on outstanding AR. • Focusing on resolving uncollectible accounts. 		
<p>Pharmacy</p>	<p>Reported on Adverse Drug Event (ADE) and Medication Errors there have been 0 ADE's and 3 Medication Errors. Reported on AMS goal of using Tier I and tier II antibiotics. AMS action plan included reviewing areas of improvement with providers and continue to monitor antibiotic use and make recommendations to providers.</p> <div data-bbox="362 1182 686 1234" style="background-color: blue; color: white; padding: 5px; text-align: center;"> Pharmacy Goals </div> <div data-bbox="776 1167 1078 1245" style="border: 1px solid blue; padding: 5px; margin-top: 10px;">  East Adams Rural Healthcare <small>100 E. Adams Street, Suite 100, 20147, East Adams, IL 62424</small> </div> <p>WAC 246-320-171(3): collect, measure and assess data including but not limited to: (d) medication use; (e) medication management or administration related to wrong medication, wrong dose, wrong time, near misses and any other medication errors and incidents; (f) adverse drug reactions</p> <p>Adverse Drug Event (ADE): Harm resulting from medication, including harm from the standard drug dose and harm due to inappropriate dose and overdose.</p> <p>Quarter Goals:</p> <p>ADE Goal: 0</p> <p>Medication Error Goal: <5</p>		<p>Sheena Starkel</p>

Topic	Report	Follow-Up	Responsibility
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Pharmacy Data

ADVERSE DRUG EVENT (ADE)

Q1	Q2	Q3	Q4
0	0	0	

Currently meeting benchmark goals. Continue to Monitor.



MEDICATION ERRORS
Q3 2024

Category of Error		A	B	C	D	E	F	G	H	I
Type of Error	Wrong Patient									
	Wrong Drug									
	Wrong Dose			1						
	Wrong route									
	Wrong Time									
	Omission									
	Other			2						

Antibiotic Stewardship Goals



Empiric therapy is the initial antibiotic that is used to treat a diagnosis before cultures and sensitivities are obtained. This covers both the antibiotic agent administered to the patient in the facility and the agent prescribed for the patient to finish as an outpatient if applicable.


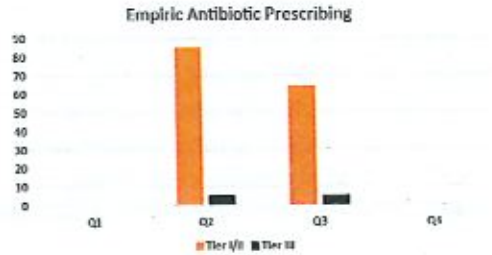

Tier I/II : recommended empiric antibiotics for treatment of specific diagnosis based on societal guidelines. (Sanford Guide, UW TASP, UpToDate, Infectious Diseases Society of America (IDSA), etc).



Tier III: antibiotics used for empiric therapy WITHOUT proven efficacy in societal guidelines.



Goal is 100% Tier I/II antibiotic use empirically.

New Business

Topic	Report	Follow-Up	Responsibility
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	<div data-bbox="349 226 592 273" style="background-color: #4a7ebb; color: white; padding: 2px;">Antibiotic Stewardship Data</div> <div data-bbox="836 205 1185 294" style="border: 1px solid #4a7ebb; padding: 5px; margin-top: 10px;">  <p>East Adams Rural Healthcare</p> </div> <ul style="list-style-type: none"> • Tier I/II antibiotic use (69): <ul style="list-style-type: none"> • Q2 94% • Q3 93% • Tier I/II: 64 • Tier III: 5 <div data-bbox="738 388 1226 640" style="text-align: center; margin-top: 20px;"> <p>Empiric Antibiotic Prescribing</p>  <table border="1" style="display: none;"> <caption>Empiric Antibiotic Prescribing Data</caption> <thead> <tr> <th>Quarter</th> <th>Tier I/II (%)</th> <th>Tier III (%)</th> </tr> </thead> <tbody> <tr> <td>Q2</td> <td>94</td> <td>6</td> </tr> <tr> <td>Q3</td> <td>93</td> <td>7</td> </tr> </tbody> </table> </div> <div data-bbox="357 856 820 903" style="background-color: #4a7ebb; color: white; padding: 2px; margin-top: 20px;">Antibiotic Stewardship Assessment and Action Plan</div> <div data-bbox="860 829 1209 919" style="border: 1px solid #4a7ebb; padding: 5px; margin-top: 10px;">  <p>East Adams Rural Healthcare</p> </div> <ul style="list-style-type: none"> • Review Q3 reviews and areas of Improvement with providers at medical staff and at ASP meeting. • Continue to monitor antibiotic use and make recommendations to ordering staff. 	Quarter	Tier I/II (%)	Tier III (%)	Q2	94	6	Q3	93	7	
Quarter	Tier I/II (%)	Tier III (%)									
Q2	94	6									
Q3	93	7									
<p>MBQIP</p>	<p>Deborah and Jason gave an overview of a new report MBQIP and what it is. Reporting will start January 2025 with required reporting 2025.</p>	<p>Jason McCoy Deborah Deboard</p>									

Topic	Report	Follow-Up	Responsibility
	<div data-bbox="365 189 592 283" style="background-color: red; color: white; padding: 5px; display: inline-block; margin-bottom: 10px;"> MBQIP Goals </div> <div data-bbox="714 189 1079 283" style="border: 1px solid blue; padding: 5px; display: inline-block; margin-bottom: 10px;">  East Adams Rural Healthcare <small>215 E. Adams Ave. Sandy, VA 22133 (540) 333-2200 (540) 333-0200 Fax</small> </div> <p>The overall goal of MBQIP is to improve health outcomes for rural populations and this goal is accomplished through the support we provide to CAHs to deliver safe and high-quality care. Quality measures help assess if the care in a hospital meets quality goals. CAHs are already reporting most MBQIP measures to other CMS programs, and participation in quality improvement activities only strengthens CAH capacity to meet the goal of MBQIP.</p> <div data-bbox="349 735 511 808" style="background-color: red; color: white; padding: 5px; display: inline-block; margin-bottom: 10px;"> MBQIP Data and Action Plan </div> <div data-bbox="600 735 868 808" style="border: 1px solid blue; padding: 5px; display: inline-block; margin-bottom: 10px;">  East Adams Rural Healthcare <small>215 E. Adams Ave. Sandy, VA 22133 (540) 333-2200 (540) 333-0200 Fax</small> </div> <p>ASSESSMENT: Reporting requirement starts September 2025</p> <ol style="list-style-type: none"> 1. All CAHs are required to report 2. There are 9 elements to track 3. Global, ER, Infection Control, Patient Experience and Care Coordination are listed as metrics 4. We have not been practicing like other CAHs since 2023, lack data collection in some areas, and need education on MBQIP. <p>ACTION PLAN:</p> <ol style="list-style-type: none"> A. Jason and Deb complete MBQIP online education to become familiar B. Start tracking now! C. New organization goals should be added to our scorecard based on MBQIP 		
Infection Prevention IP	Reported on use of Alcohol based hand sanitizer. Earh is at 85% usage for the past quarter. Will go up goal to 90%. Action plan for using Secret Shoppers. Must identify and report certain diseases to state department of health.	Jason McCoy Jason McCoy	

Topic	Report	Follow-Up	Responsibility
	<div data-bbox="386 226 678 275" style="background-color: #4a7ebb; color: white; padding: 2px;">Infection Control Data</div> <div data-bbox="748 218 977 279" style="border: 1px solid black; padding: 2px; text-align: center;">  <p>East Adams Rural Healthcare</p> </div> <ul style="list-style-type: none"> For September the total amount in was 46 and total out was 46. Total "rubbed In" was 33 for a Compliance of 72% and total "rubbed out" was 38 for a compliance of 83%. October had 26 total In and 29 total out. Total "rubbed in" was 26 for a 100% compliance and total "rubbed Out" was 26 for a compliance of 90%. So far for Sept and Oct we are averaging 82% for rubbing in and for rubbing out we are at 85%. We have had on infection that may be reportable. Awaiting the state labs interpretation of the urine sample. <div data-bbox="347 680 688 741" style="background-color: #4a7ebb; color: white; padding: 2px;">Infection Control Assessment and Action Plan</div> <div data-bbox="695 680 889 741" style="border: 1px solid black; padding: 2px; text-align: center;">  <p>East Adams Rural Healthcare</p> </div> <ol style="list-style-type: none"> IP will continue surveillance on secret shoppers reports of employees using alcohol hand rub. Continue surveillance on reportable conditions to the state DOH. So far we have had one UA culture that was positive for a Carbapenem-resistant Enterobacteriaceae (CRE) – Escherichia coli. Susceptibility profile is consistent with a probable ESBL (Extended-Spectrum beta-lactamase) Lab Corp has sent a sample to the state lab to verify. 		
LAB	<p>Dan followed up with who report "reportable" diseases to the DOH. Lab Corp is responsible for the report. Dr. Zuver stated she still must report that she medicated the condition.</p>		Dan Crisp



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
December 19th, 2024

Holiday season is upon us and activity abounds. November was a solid month for us in terms of patient volumes and revenue cycle. Work continues with the revenue cycle as we continue forward with the necessary improvements.

Since we last met, we held our annual Holiday Party at the Legion Hall on December 6th. It was a wonderful time with near record attendance. During this event we celebrated our Employee of the Year who received the most nominations by all-employee voting. This year's Employee of the Year is Janice McHenry! She is specifically recognized for her hard work, knowledge of her role as NAC, cheerful outlook, patient centeredness and dedication to our organization. We also took part in the Lind Parade on December 8th, the Ritzville Parade on December 14th and of course were partners with the Lind Ritzville Schools to fly Santa into town at the Ritzville Elementary School grounds December 14th as well.

Lastly, we have a lot to be thankful for this holiday season. Although many difficulties have persisted this year, we are fortunate for the continued efforts of staff, the trust of our patients, the support of our community and a supportive Board of Commissioners. As you know, Rural Healthcare is an ongoing battle, and the commitment of our staff is beyond amazing. Please join me in extending your gratitude for everyone's effort and for a safe, happy, holiday season.

Sincerely,

Corey Fedie, CEO

FINANCE COMMITTEE AGENDA
Adams County Public Hospital District #2
December 17, 2024

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: November 19, 2024
- IV. Review of Warrants & Vouchers: November 2024
- V. Financial Statements: November 2024
- VI. Additional Information
- VII. Adjourn

Check Date	Vendor Name	Check Number	Check Amount	Purpose
11/1/2024	V00194--EAP Consulting L.L.C.	67872	4,550.00	IT Management Expense
11/7/2024	V00615--Akins	67873	235.69	Dietary Expense
11/7/2024	V00710--Allevant Solutions, LLC	67874	15,000.00	Contracting Expense
11/7/2024	V00802--Alliance One, LLC	67875	5,932.20	Contract Nursing
11/7/2024	V00930--Allied Benefit Systems, Inc	67876	602.77	Employee Benefit Expense
11/7/2024	V00040--ALSCO	67877	966.30	Laundry Expense
11/7/2024	V00728--AMPED Solutions, LLC	67878	32,480.65	Information Technology Expense
11/7/2024	V00075--Avanos Medical, Inc.	67879	13,286.65	Medical Supplies Expense
11/7/2024	V00077--AVISTA UTILITIES	67880	8,972.62	Utilities Expense
11/7/2024	V00601--Basic Benefits	67881	106.96	Employee Benefit Expense
11/7/2024	V00975--Berdeguel, Rushel	67882	248.17	Employee Reimbursement Expense
11/7/2024	V00095--BIORAD	67883	619.67	Medical Supplies Expense
11/7/2024	V00731--Bracco Diagnostics, Inc	67884	1,097.42	Imaging Expense
11/7/2024	V00911--Brown, Nathan	67885	1,600.00	V00750--Patient
11/7/2024	V00116--Canon Medical Systems	67886	18,974.25	Imaging Expense
11/7/2024	V00857--Carrier Corporation	67887	3,164.81	Maintenance Expense
11/7/2024	V00614--CellNetix Pathology, PLLC	67888	150.00	Laboratory Expense
11/7/2024	V00131--CENTURYLINK	67889	268.80	Telecommunications Expense
11/7/2024	V00137--Clearwater Springs	67890	1,222.50	Water Expense
11/7/2024	V00139--COBRA Management Services, LLC	67891	896.00	Employee Benefit Expense
11/7/2024	V00142--COLUMBIA BASIN HERALD	67892	753.31	Advertising Expense
11/7/2024	V00855--Comcast Business	67893	2,180.00	Telecommunications Expense
11/7/2024	V00149--Connell Oil	67894	8,795.12	Plant Operations Expense
11/7/2024	V00151--Control Solutions Northwest, Inc.	67895	222.27	Plant Operations Expense
11/7/2024	V00935--Cruz, Patricia	67896	98.36	Recruiting Expense
11/7/2024	V00977--DE Lage Landen Financial Services, Inc	67897	220.43	Printer Maintenance

11/7/2024	V00171--DENNY'S 6870		67898	312.82	EMS Dietary
11/7/2024	V00002--DEPARTMENT OF ECOLOGY		67899	65.00	Dues Expense
11/7/2024	V00713--Diamond Healthcare Communications		67900	795.22	Billing Expense
11/7/2024	V00183--DINGUS, ZARECOR & ASSOCIATES PLLC		67901	2,000.00	Auditors Expense
11/7/2024	V00186--Docs Who Care Northwest, Inc		67902	46,666.00	Contracting Staffing Expense
11/7/2024	V00942--DSHS		67903	624.38	Insurance Refund Expense
11/7/2024	V00847--DTMicro		67904	3,465.00	Telecommunications Expense
11/7/2024	V00199--ECOLAB		67905	197.28	Equipment Lease Expense
11/7/2024	V00203--EMPLOYEE FUND		67906	87.00	Employee Benefit Expense
11/7/2024	V00213--FARMER BROS CO		67907	491.70	Employee Benefit Expense
11/7/2024	V00217--Fedie, Corey		67908	680.12	Reimbursement
11/7/2024	V00221--FISHER HEALTHCARE		67909	11,914.40	Medical Supplies Expense
11/7/2024	V00848--Free Press Publishing, Inc		67910	10,025.00	Advertising Expense
11/7/2024	V00224--Fukuda Denshi		67911	9,720.00	Maintenance Agreement
11/7/2024	V00869--Greg Galbreath		67912	1,500.00	Rent
11/7/2024	V00234--Gretchen Millard		67913	550.00	Dietician Expense
11/7/2024	V00961--Hatz, Elizabeth		67914	461.00	Employee Reimbursement Expense
11/7/2024	V00595--Health Carousel		67915	153,766.64	Contracting Staff Expenses
11/7/2024	V00242--HEALTH FACILITIES PLANNING		67916	11,400.00	Contract Services
11/7/2024	V00747--Healthcare Consulting Services		67917	1,300.00	Contract Expense
11/7/2024	V00345--Heritage Imaging		67918	11,017.62	Imaging Expense
11/7/2024	V00251--Holistic Pain Management of Colorado LLC		67919	157,455.00	Pain Management Services Expense
11/7/2024	V00784--Home Depot Credit Services		67920	5,831.53	Maintenance Supplies
11/7/2024	V00253--Hospital Services Corporation		67921	956.50	Credentialing/Enrollment Expense
11/7/2024	V00633--Hunt, Dorcey		67922	28.16	Employee Reimbursement Expense
11/7/2024	V00264--INLAND IMAGING BUSINESS Associates, LLC		67923	2,937.81	Imaging Expense
11/7/2024	V00963--Inland Imaging, PS		67924	62.00	Imaging Read Expense

11/7/2024	V00718--Intermax Networks		67925	2,176.19	Contract Services
11/7/2024	V00959--Intrado Interactive Services Corporation		67926	346.93	Patient Messaging System
11/7/2024	V00274--Jackson Physician Search		67927	37,509.00	Recruiting Expense
11/7/2024	V00289--KD Consulting, LLC		67928	323.08	Contract Services
11/7/2024	V00297--Laboratory Corporation of America Holdings		67929	18,069.77	Lab Expense
11/7/2024	V00299--Language Link		67930	593.05	Subscription Expense
11/7/2024	V00320--M&M HARRISON ELECTRIC CO.		67931	1,522.04	Maintenance Expense
11/7/2024	V00905--McCoy, Jason		67932	240.00	Employee Reimbursement Expense
11/7/2024	V00326--MCKESSON		67933	3,387.91	Medical Supplies Expense
11/7/2024	V00790--MedCall Northwest		67934	49,666.07	Medication review
11/7/2024	V00332--MEDICATION REVIEW		67935	34,583.34	Pharmaceuticals Expense
11/7/2024	V00334--MEDLINE INDUSTRIES, INC.		67936	2,272.29	Medical Supplies Expense
11/7/2024	V00347--MultiMedical Systems, LLC		67937	1,058.46	Equipment Lease Expense
11/7/2024	V00348--MUTUAL OF OMAHA		67938	17.80	Insurance Refund Expense
11/7/2024	V00629--Navex Global Inc		67939	15,554.14	Contract Services
11/7/2024	V00663--NCS Pearson Inc.		67940	756.00	Contract Services
11/7/2024	V00369--ODESSA MEMORIAL HEALTHCARE CENTER		67941	154.13	Medical Supplies Expense
11/7/2024	V00372--OFFICE OF FINANCIAL RECOVERY		67942	81.31	Insurance Refund Expense
11/7/2024	V00375--OMNI STAFFING SERVICES, INC.		67943	18,493.25	Contracting Staffing Expense
11/7/2024	V00375--OMNI STAFFING SERVICES, INC.		67944	12,209.42	Contracting Staffing Expense
11/7/2024	V00381--OWENS & MINOR		67945	1,338.04	Medical Supplies Expense
11/7/2024	V00619--Pacific Office Automation		67946	150.70	Information Technology Expense
11/7/2024	V00621--Pacific Office Automation		67947	199.37	Information Technology Expense
11/7/2024	V00383--Pacific Office Automation INC		67948	2,817.56	Information Technology Expense
11/7/2024	V00646--PARAREV		67949	10,260.00	Revenue Cycle Expense
11/7/2024	V00393--PC Connection Sales Corporation		67950	14,966.75	Office Supplies Expense
11/7/2024	V00401--PHD UNEMPLOYMENT COMPENSATION		67951	1,452.00	Unemployment Insurance Expense

11/7/2024	V00402--PHD WORKERS COMPENSATION	67952	21,707.00	Workers Compensation Expense
11/7/2024	V00974--Portacover	67953	17,782.20	Mobile Clinic Protective Cover
11/7/2024	V00409--POSITIVE PROMOTIONS INC	67954	225.89	Advertising Expense
11/7/2024	V00631--Quadiant Leasing USA, Inc	67955	1,292.31	Postage Machine Expense
11/7/2024	V00599--Ricoh	67956	959.04	Copier/Fax Expense
11/7/2024	V00430--RICOH USA INC	67957	886.87	Copier/Fax Expense
11/7/2024	V00443--RITZVILLE PARTS HOUSE INC	67958	261.02	Maintenance Expense
11/7/2024	V00445--RITZVILLE TIRE COMPANY	67959	1,101.06	Maintenance Expense
11/7/2024	V00945--Ritzville Towing	67960	600.48	Vehicle Maintenance
11/7/2024	V00446--RITZVILLE, CITY OF	67961	6,174.19	Utilities Expense
11/7/2024	V00447--RLDatix	67962	517.10	Administration Expense
11/7/2024	V00458--Sage Intact	67963	41,577.54	Accounting System Annual Renewal
11/7/2024	V00742--SaltBridge Medical Laboratory	67964	944.70	Laboratory Expense
11/7/2024	V00459--SAMARITAN HEALTHCARE	67965	19,304.08	Billing Expense
11/7/2024	V00844--Samaritan Healthcare	67966	3,391.00	Coding
11/7/2024	V00468--SENSKE	67967	2,072.52	Plant Operations
11/7/2024	V00750--Patient	67968	64.61	Patient Refund Expense
11/7/2024	V00980--Smathers, Tyler	67969	2,092.97	Employee Reimbursement Expense
11/7/2024	V00750--Patient	67970	800.00	Patient Refund Expense
11/7/2024	V00489--STATE AUDITOR'S OFFICE	67971	4,304.00	Government Fees
11/7/2024	V00870--Stericycle, Inc	67972	889.52	Waste Disposal Services
11/7/2024	V00972--Televox, Inc	67973	178.31	Patient Messaging System
11/7/2024	V00603--Town and Country Advertising	67974	237.00	Advertising Expense
11/7/2024	V00534--US Bank Community Card	67975	218.01	Corporate Card - various
11/7/2024	V00536--US Foods	67976	5,654.25	Dietary Expense
11/7/2024	V00915--VHA Office of Community Care	67977	25.92	Insurance Refund Expense
11/7/2024	V00542--Vitalant	67978	4,448.38	Blood Supply Expense

11/7/2024	V00750--Patient		67979	15.15	Patient Refund Expense
11/7/2024	V00568--WASHTUCNA, TOWN OF		67980	804.60	Utility Expense
11/7/2024	V00571--WAYSTAR		67981	261.30	Cycle Revenue Expense
11/7/2024	V00948--Wellcare		67982	133.18	Insurance Refund Expense
11/7/2024	V00957--Wendel		67983	2,000.00	Strategic Planning
11/7/2024	V00576--Western States Equipment Co.		67984	2,358.82	Plant Operations
11/7/2024	V00578--WHEAT LAND COMMUNITIES' FAIR		67985	55.00	Advertising Expense
11/7/2024	V00579--WHIT		67986	7,956.20	Contract Services
11/15/2024	V00030--A-L COMPRESSED GASES		67987	804.39	Medical Supplies Expense
11/15/2024	V00987--Abney, Terri		67988	55.07	Employee Reimbursement Expense
11/15/2024	V00012--Access Information Protected		67989	396.22	Billing Expense
11/15/2024	V00781--ADT Commercial - everon		67990	645.17	Security
11/15/2024	V00027--AFLAC		67991	865.99	Employee Benefit Expense
11/15/2024	V00040--ALSCO		67992	1,761.39	Laundry Expense
11/15/2024	V00049--AMERICAN HOSPITAL ASSOCIATION		67993	3,120.00	Dues Expense
11/15/2024	V00983--Berdeguel, Rushel		67994	60.84	Employee Reimbursement Expense
11/15/2024	V00114--CAMPBELL'S RESORT & CONFERENCE CT		67995	5,298.76	Professional Development Expense
11/15/2024	V00118--Capital Inventory		67996	490.00	Pharmacy Supplies Expense
11/15/2024	V00137--Clearwater Springs		67997	367.55	Water Expense
11/15/2024	V00935--Cruz, Patricia		67998	3,399.61	Recruiting Expense
11/15/2024	V00166--DATAPRO SOLUTIONS INC		67999	172.80	IT Network Expense
11/15/2024	V00978--Department of Labor and Industries		68000	4,800.00	DLI Assessment
11/15/2024	V00217--Fedie, Corey		68001	181.68	Reimbursement
11/15/2024	V00221--FISHER HEALTHCARE		68002	9,294.84	Medical Supplies Expense
11/15/2024	V00221--FISHER HEALTHCARE		68003	6,256.93	Medical Supplies Expense
11/15/2024	V00231--GRAINGER		68004	727.68	Plant Operations
11/15/2024	V00595--Health Carousel		68005	50,922.38	Contracting Staff Expenses

11/15/2024	V00633--Hunt, Dorcey		68006	410.69	Employee Reimbursement Expense
11/15/2024	V00679--Idaho State Tax Commission		68007	2,395.38	Payroll Tax Expense
11/15/2024	V00841--Instant Sign Factory		68008	251.79	Advertising Expense
11/15/2024	V00597--Kevin Osborne		68009	80.27	Employee Reimbursement Expense
11/15/2024	V00905--McCoy, Jason		68010	344.47	Employee Reimbursement Expense
11/15/2024	V00986--McKenzie, Jason		68011	829.26	Employee Reimbursement Expense
11/15/2024	V00326--MCKESSON		68012	132.20	Medical Supplies Expense
11/15/2024	V00918--Morgan Lane		68013	22.63	Employee Reimbursement Expense
11/15/2024	V00794--Hunt, Danielle		68014	97.02	Employee Reimbursement Expense
11/15/2024	V00379--Otis Elevator Company		68015	4,703.96	Maintenance Expense
11/15/2024	V00382--OXARC		68016	60.21	Medical Supplies Expense
11/15/2024	V00912--Pamela Gilmore		68017	84.42	Employee Reimbursement Expense
11/15/2024	V00887--Sackman, Lurisa		68018	2,683.11	Employee Reimbursement Expense
11/15/2024	V00742--SaltBridge Medical Laboratory		68019	498.60	Laboratory Expense
11/15/2024	V00940--Shields, Michael		68020	38.32	Employee Reimbursement Expense
11/15/2024	V00487--STAPLES		68021	5,302.90	Office Supplies Expense
11/15/2024	V00750--Patient		68022	17.00	Patient Refund Expense
11/15/2024	V00750--Patient		68023	11.35	Patient Refund Expense
11/15/2024	V00981--Warner, Anita		68024	1,068.95	Employee Reimbursement Expense
11/15/2024	V00957--Wendel		68025	15,999.14	Strategic Planning
11/22/2024	V00172--DEPARTMENT OF HEALTH		68026	7,600.00	Licensing Expense
11/22/2024	V00750--Patient		68027	50.00	Patient Refund Expense
11/28/2024	V00991--Frontier Title and Escrow		68028	145,916.17	Kitchen Purchase
11/27/2024	V00040--ALSCO		68029	6,863.27	Laundry Expense
11/27/2024	V00166--DATAPRO SOLUTIONS INC		68030	5,298.84	IT Network Expense
11/27/2024	V00517--Nida, Todd		68031	673.35	Employee Reimbursement Expense
11/27/2024	V00972--Televox, Inc		68032	2,217.13	Patient Messaging System

		Total	1,231,719.68
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Finance Committee

Meeting Minutes

November 19, 2024

I. Call to order

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 1:02 PM.

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: October 22, 2024

- a) Matt K made a motion to approve the October 22nd finance meeting minutes. Dan D seconded the motion, motion passed

IV. Review Warrants and Vouchers: October 2024

- a) Dan D moves to approve, Matt K seconds the motion, motion passes.

V. Financial Statements:

- a) Matt Gosman presents financial statements.
- b) Patient revenue was strong, with ER and ambulance charges showing significant growth.
- c) The fee schedule for ALS services has been updated, leading to expected growth in this area.
- d) The clinic and swing bed have also seen strong growth, with the lab being a significant profit center.
- e) Matt K inquires about the decline in pain management services.
- f) Corey F explains that a significant referral source, Confluence, faced regulatory issues, leading to a 30% drop in referrals.
- g) Efforts to attract new referral sources have been ongoing, but results have been mixed.
- h) Discussion on the geographic distribution of pain management referrals, with some areas showing potential for increased advertising.
- i) Matt G reports that contract staffing expenses, particularly contract nursing, are down significantly.
- j) The impact of the Philippines-based staff on expenses is noted, with a monthly cost of about \$100,000.
- k) Corey F inquires about the change in the projected break-even point for operations, now showing a \$262,000 loss.
- l) Matt G explains that the break-even point was initially expected in October but was not achieved due to poor collections resulting from cyber attack.

VI. Revenue Cycle Discussion:

- a) Matt G discusses the impact of poor collections in October, with only \$600,000 collected.
- b) Collections have picked up in November, trending towards \$1.3 million, with an average of \$900,000 per month expected.
- c) Corey F questions the discrepancy between collections and actual expenses.

- d) Matt G clarifies the importance of having collections that outpace expenses, and notes that this was a significant issue in October.
- e) Corey F and Matt G discuss the challenges of meeting expenses with current revenue levels.
- f) Matt G highlights the need to focus on cash collections to cover monthly expenses.
- g) The impact of bad debt and other non-cash items on the financial picture is discussed.
- h) Corey F emphasizes the importance of stabilizing the financial situation before considering new projects or investments.

VII. Additional Information:

- a) Corey F mentions the support received from various agencies, including the Healthcare Authority and the State Department of Health.
- b) The potential for additional financial support through distressed hospital funds and other grants is discussed.
- c) Corey F emphasizes the need to focus on stabilizing the financial situation before considering new projects or investments.
- d) The importance of maintaining a cautious approach to avoid further financial challenges is highlighted.

Dan Duff moved to adjourn, Matt Kubik seconded. The meeting adjourned at 1:53 PM.

Respectfully Submitted by Kylie 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
December 19, 2024

The cyber-attack we experienced in September has had a significant negative impact on our cash flow. In response to this situation, we reached out to some of our partners for support and received funds from MultiCare in November. This funding has been crucial in allowing us to meet our obligations to vendors while we work towards stabilizing our cash flow. EARH is also engaging with MultiCare for revenue cycle support. We have spoken with other hospitals they have worked with, and they have had significant success. Their strengths align well with the areas we need, primarily our utilization of our EMR.

November Financial Status

Operating Revenue:

November 2024 revenue was approximately \$200,000 higher than in November 2023. Notable increases in charges include:

- Emergency Department: up 2% from last November and 18% year-to-date.
- EMS charges: up 76% from last November and 131% year-to-date.
- Imaging charges: up 8% from last November.
- Lab charges: up 49% from last November.
- Clinic charges: up 5% from last November.

Conversely, we have seen declines in Therapy charges (down 16%) and Pain Management (down 9%).

Operating Expenses:

Payroll expense in November was fairly high, though outside of payroll, expenses were generally below budget. The reason for the shift in payroll cost from October to November is mostly timing, but overall payroll has increased from earlier in the year attributable to additional providers and internal RNs.

Operating Income (Loss):

Despite the strong revenues and improvement in expense, our net income for November shows a loss of \$602,539, primarily due to write-offs of old accounts receivable. Collections from operations exceeded expenditures in November by 2%.

Revenue Collections

In line with our ongoing efforts to improve our financial health, we made substantial progress in cleaning up our accounts receivable. In November, we wrote off approximately \$800,000 of accounts that were over one

year old and deemed uncollectable. Total AR has decreased from \$4.9 million in October to \$4.39 million in November. There is still work to do, and we estimate that \$3.7 million remains collectible. Accounts Receivable (AR) Days have decreased to 119.9, though far from our goal of 60 days, this is the third lowest month since the transition to the new Electronic Medical Record (EMR) system.

Conclusion:

In conclusion, we face ongoing financial pressures. Our steps to address our accounts receivable and improve operational efficiencies are beginning to show positive results, but we are still in an uncomfortable position. I appreciate your continued support and guidance.

Days cash on hand on November 30, 2024, was 31.68.

Respectfully submitted,
Matthew Gosman, CFO

Adams County Public Hospital District No. 2 Statement of Operations

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

	Prior Month 10/31/2024		Month Ending 11/30/2024		Year To Date 11/30/2024				Prior YTD 11/30/2023	
	Prior Month Actual	Current Month Actual	Budget	Variance to Budget	% Variance	YTD Actual	YTD Budget	YTD Variance	% Variance	Prior Year YTD
Operating Revenue										
Patient Service Revenue	\$ 50,423	\$ 32,366	\$ 101,149	\$ (68,783)	-68%	\$ 370,812	\$ 1,011,494	\$ (640,682)	-63%	\$ 795,021
Daily Inpatient Services	\$ 90,522	\$ 122,593	\$ 105,067	\$ 17,526	17%	\$ 1,035,126	\$ 1,050,672	\$ (15,546)	-1%	\$ 1,072,467
Swingbed Room Revenue	\$ 149,970	\$ 143,728	\$ 104,962	\$ 38,766	37%	\$ 1,339,571	\$ 1,049,621	\$ 289,950	28%	\$ 1,222,961
Physician/Clinic Services	\$ 50,423	\$ 32,366	\$ 101,149	\$ (68,783)	-68%	\$ 370,812	\$ 1,011,494	\$ (640,682)	-63%	\$ 795,021
Ancillary Inpatient Services	\$ 953,867	\$ 920,361	\$ 761,939	\$ 158,422	21%	\$ 10,457,978	\$ 7,619,392	\$ 2,848,586	37%	\$ 8,594,238
Ancillary Outpatient Services	\$ 1,305,205	\$ 1,251,414	\$ 1,174,287	\$ 77,147	7%	\$ 13,714,366	\$ 11,742,673	\$ 1,971,693	17%	\$ 12,479,708
Total Gross Patient Revenue	\$ 273,245	\$ 787,897	\$ 282,487	\$ 505,400	179%	\$ 1,220,272	\$ 2,824,970	\$ (1,604,698)	-57%	\$ (424,903)
Deductions from Patient Revenue	\$ 1,031,960	\$ 463,517	\$ 891,770	\$ (428,253)	-48%	\$ 12,494,084	\$ 9,917,703	\$ 3,576,392	40%	\$ 12,904,311
Net Patient Service Revenue	\$ 136,990	\$ 78,485	\$ 13,333	\$ 65,152	489%	\$ 579,748	\$ 133,333	\$ 446,415	335%	\$ 268,060
Other Operating Revenue	\$ 1,168,950	\$ 542,002	\$ 905,104	\$ (363,102)	-40%	\$ 13,073,842	\$ 9,051,036	\$ 4,022,806	44%	\$ 13,172,371
Total Operating Revenue										
Expenses	\$ 540,395	\$ 736,641	\$ 569,597	\$ 167,044	28%	\$ 6,949,346	\$ 5,895,971	\$ 1,253,375	22%	\$ 5,525,336
Salary and Wages	\$ 109,237	\$ 147,779	\$ 114,400	\$ 33,379	29%	\$ 1,378,965	\$ 1,143,996	\$ 234,970	21%	\$ 1,372,816
Employee Benefits	\$ 207,604	\$ 37,734	\$ 189,046	\$ (151,312)	-80%	\$ 3,081,196	\$ 1,890,484	\$ 1,190,732	63%	\$ 3,512,385
Purchased Services	\$ 54,691	\$ 70,121	\$ 59,964	\$ 10,167	17%	\$ 1,355,280	\$ 599,541	\$ 755,739	126%	\$ 1,008,056
Professional Fees	\$ 72,311	\$ 40,277	\$ 46,269	\$ (5,982)	-13%	\$ 816,965	\$ 462,693	\$ 354,273	77%	\$ 753,304
Supplies	\$ 35,851	\$ 4,661	\$ 3,916	\$ 746	19%	\$ 177,253	\$ 39,155	\$ 138,098	353%	\$ 33,774
Repairs and Maintenance	\$ 22,133	\$ 25,938	\$ 21,329	\$ 4,007	19%	\$ 323,528	\$ 213,282	\$ 110,236	52%	\$ 228,749
Utilities	\$ 14,409	\$ 15,525	\$ 14,348	\$ 1,177	8%	\$ 166,286	\$ 143,480	\$ 22,806	16%	\$ 132,157
Advertising and Marketing	\$ 64,724	\$ 64,724	\$ 62,253	\$ 2,471	4%	\$ 775,684	\$ 622,533	\$ 154,151	25%	\$ 711,959
Depreciation	\$ 12,450	\$ 10,450	\$ 13,506	\$ (3,056)	-23%	\$ 272,621	\$ 135,055	\$ 155,221	132%	\$ 274,957
Insurance	\$ 55,840	\$ 17,331	\$ 11,740	\$ 5,591	48%	\$ 68,867	\$ 135,055	\$ (66,188)	-50%	\$ 83,143
Education/Travel/Dues	\$ 57,281	\$ 28,843	\$ 29,835	\$ (792)	-3%	\$ 431,789	\$ 117,400	\$ 135,439	46%	\$ 327,316
Interest Expense	\$ 10,293	\$ -	\$ 3,028	\$ (3,028)	-100%	\$ 10,293	\$ 30,279	\$ (19,986)	-66%	\$ 20,181
Taxes & Licenses	\$ 1,600	\$ 1,600	\$ 284	\$ 1,316	463%	\$ 8,620	\$ 2,844	\$ 5,776	203%	\$ 3,060
Rent Expense	\$ 139,025	\$ 37,936	\$ 4,288	\$ 33,648	785%	\$ 627,277	\$ 42,876	\$ 584,401	1363%	\$ 58,018
Bad Debt Expense	\$ 23,652	\$ 18,814	\$ 22,354	\$ (3,540)	-16%	\$ 406,884	\$ 223,540	\$ 183,344	82%	\$ 353,273
Other Expenses	\$ 1,431,496	\$ 1,257,772	\$ 1,165,947	\$ 91,825	8%	\$ 16,848,255	\$ 11,659,468	\$ 5,188,787	45%	\$ 14,396,284
Total Operating Expenses	\$ (262,548)	\$ (715,770)	\$ (260,843)	\$ (454,927)	174%	\$ (3,774,413)	\$ (2,808,433)	\$ (1,165,980)	45%	\$ (1,223,913)
Operating Income (Loss)										
Non-Operating Income	\$ 136,840	\$ -	\$ 130,341	\$ (130,341)	-100%	\$ 1,337,977	\$ 1,303,408	\$ 34,569	3%	\$ 426,562
Grant Revenue	\$ 123	\$ 30	\$ 4,417	\$ (4,387)	-99%	\$ 2,041	\$ 44,187	\$ (42,126)	-95%	\$ 1,870
Interest Income	\$ 113,190	\$ 113,201	\$ 141,090	\$ (27,899)	-20%	\$ 1,360,584	\$ 1,410,898	\$ (50,304)	-4%	\$ 1,414,347
Tax Levy Income	\$ 310,239	\$ 113,231	\$ 275,847	\$ (162,616)	-59%	\$ 2,820,784	\$ 2,758,473	\$ 62,311	2%	\$ 1,842,779
Total Non-Operating Income	\$ (12,393)	\$ (602,539)	\$ 15,004	\$ (817,543)	-4116%	\$ (1,073,801)	\$ 150,040	\$ (1,223,841)	-816%	\$ 618,866
Net Income										
Operating Margin	-22%	-132%			-29%				-9%	
Total Profit Margin	-1%	-11%			-8%				4%	

East Adams Rural Healthcare
Adams County Public Hospital District No. 2 Balance Sheet
As of November 30, 2024

Reporting Book: ACCRUAL
As of Date: 11/30/2024

	Month To Date 09/30/2024 Actual	Month To Date 10/31/2024 Actual	Month To Date 11/30/2024 Actual
Current Assets			
Operating Cash	1,362,725	452,263	1,097,985
Patient Accounts Receivable	4,406,135	4,903,301	4,393,716
Allowance for Doubtful Accounts	1,126,612	996,147	1,883,568
Third Party Receivables	43,065	98,123	32,737
Taxes Receivable	(26,384)	(186,733)	(131,709)
Inventory	850,568	824,725	825,235
Reserve for Operations	29,175	29,296	25
Reserve for Funded Depreciation	2,331	2,340	2,348
Prepaid Expenses	49,336	54,096	116,730
Total Current Assets	7,843,563	7,173,558	8,220,635
Other Assets			
Property, Buildings, & Equipment	17,728,226	17,728,226	17,855,792
Accumulated Depreciation	(10,016,203)	(10,080,926)	(10,135,183)
Construction in Process	974,350	974,350	974,350
Other Assets	8,686,373	8,621,650	8,694,959
Total Assets	\$ 16,529,936	\$ 15,795,208	\$ 16,915,594
Current Liabilities			
Accounts Payable	2,340,678	2,591,111	1,739,893
Payroll & Related Liabilities	480,710	635,323	498,456
Current Portion of Long Term Debt	260,000	260,000	260,000
Other Accrued Expenses	931,914	940,018	942,471
Total Current Liabilities	(4,013,302)	(4,426,452)	(2,729,222)
Long Term Debt	(7,202,599)	(7,231,442)	(7,087,225)
Equity from Operations	(5,314,035)	(4,137,314)	(6,652,068)
Total Liabilities & Fund Balance	\$ (16,529,936)	\$ (15,795,208)	\$ (15,865,977)

AR Days

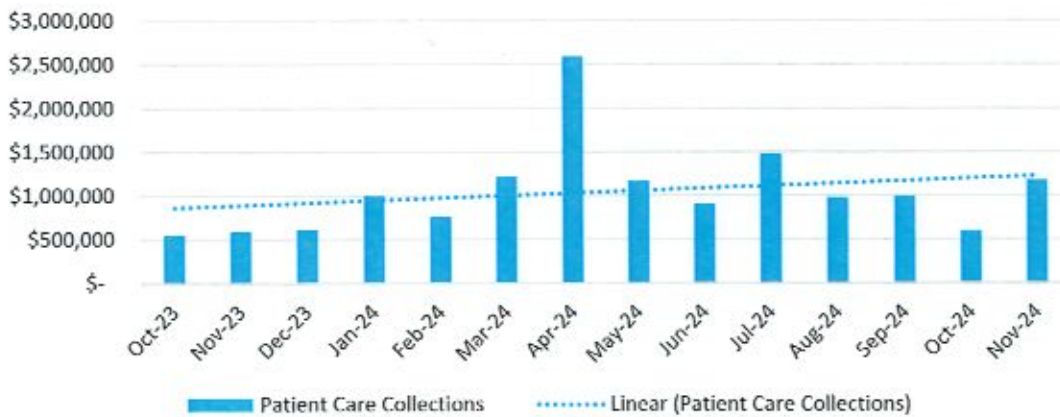


EARH Revenue Collections

12 Month Trend

Month/Year	Total Deposits	Grants/Other	Patient Care Collections
Jan-23	\$ 1,327,628	\$ 497,528	\$ 830,099
Feb-23	\$ 782,307	\$ 292,140	\$ 490,167
Mar-23	\$ 717,481	\$ 165,557	\$ 551,924
Apr-23	\$ 1,016,318	\$ 50,294	\$ 966,024
May-23	\$ 984,995	\$ -	\$ 984,995
Jun-23	\$ 252,104	\$ -	\$ 252,104
Jul-23	\$ 477,568	\$ -	\$ 477,568
Aug-23	\$ 1,727,860	\$ 341,979	\$ 1,385,881
Sep-23	\$ 1,097,674	\$ -	\$ 1,097,674
Oct-23	\$ 551,327	\$ -	\$ 551,327
Nov-23	\$ 621,355	\$ 27,886	\$ 593,469
Dec-23	\$ 610,607	\$ -	\$ 610,607
Jan-24	\$ 1,052,833	\$ 51,775	\$ 1,001,058
Feb-24	\$ 763,077	\$ -	\$ 763,077
Mar-24	\$ 1,216,896	\$ -	\$ 1,216,896
Apr-24	\$ 2,592,152	\$ 766	\$ 2,591,386
May-24	\$ 1,915,179	\$ 747,541	\$ 1,167,638
Jun-24	\$ 908,466	\$ -	\$ 908,466
Jul-24	\$ 1,518,793	\$ 41,985	\$ 1,476,808
Aug-24	\$ 1,040,229	\$ 61,313	\$ 978,916
Sep-24	\$ 1,154,336	\$ 160,917	\$ 993,419
Oct-24	\$ 734,834	\$ 136,840	\$ 597,994
Nov-24	\$ 3,180,831	\$ 2,000,000	\$ 1,180,831

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 #67872 THROUGH #68032 IN THE AMOUNT OF \$1,231,719.68

SIGNED THIS 19TH DAY OF DECEMBER 2024.

JOHN KRAGT, CHAIRMAN

ERIC WALKER, VICE-CHAIRMAN

RILEY HILLE, SECRETARY/COMMISSIONER

MATT KUBIK, COMMISSIONER

DAN DUFF, COMMISSIONER