



**QUALITY PROFESSIONAL SERVICES
COMMITTEE MEETING
Thursday, March 21, 2013**

Central Administration Offices Located at Highland Hospital
1411 East 31st Street Oakland, CA 94602
Barbara L. McElroy, Clerk of the Board
(510) 437-8468

LOCATION:

Open Session: E3-19 Conference Room

COMMITTEE MEMBERS

Barry Zorthian, MD, **Chair**
Daniel Boggan, Jr.
Michele Lawrence
Anthony Slimick
Taft Bhuket, MD
Joe Walker, MD

AGENDA

CLOSED SESSION

4:00 – 4:30 PM

TAB #1 Consideration of Confidential Medical Staff Activities

- A. **Confidential Peer Review**
[Health & Safety Code Section 101850(ii)]
*Barry Zorthian, MD, Chair, Quality Professional Services Committee
Interdisciplinary Professional Practice Committee*
- B. **Credentialing Reports**
[Health & Safety Code Section 101850(ii)]
Taft Bhuket, MD, Chief of Staff, AHS Medical Staff
- C. **Conference with Legal Counsel:**
Significant Exposure to Litigation
[Government Code Section 54956.9]
Douglas B. Habig, General Counsel

OPEN SESSION

Convenes at approximately 4:30 PM

ROLL CALL

TAB #2 ACTION: Approval of Minutes 4:30 – 4:35 pm

Addendum

A. Approval of the Minutes of the January 16, 2013 Quality Professional Services Committee Meeting.

Addendum

B. Approval of the Minutes of the February 27, 2013 Quality Professional Services Committee Meeting.

Recommendation: Motion to approve.

TAB #3 ACTION: Approval of Policies and Procedures (4:35 – 4:45 pm)

Pg. 7

Kerin Bashaw, VP, Quality

- Medication: Diatrizoate (Gastrografin) Oral Contrast Solution Administration
- Standardized Procedure: Sepsis and Sepsis Shock, Adult Management Sepsis Resuscitation
- Chain of Command and Stop the Line
- Care of Imminently Dying Patient
- Primary Care Cancer Screening Standing Orders
- Advanced Practice: Mid-Level Practitioner Standardized Protocol – Surgery
- Critical Results and Critical Results Communication
- Health Care Decisions of Unrepresented Patients
- Withholding/Withdrawing Life Sustaining Treatments
- Volunteer Policy
- Falls Risk Reduction Protocol
- Exempt and Gross Only Specimens
- Point of Care Testing (POCT) at APMC
- Point of Care Testing – Personnel
- Post Mortem Exam (Autopsy)
- Venipuncture
- Laser Safety

- Sterile Processing: 01 Definition (Terminology)
- Sterile Processing: 01 Functions and Role
- Sterile Processing: 01 Objectives
- Sterile Processing: 01 Performance Improvement Plan
- Sterile Processing: 01 Principles of Cleaning and Decontamination
- Sterile Processing: 01 Principles of Sterilization
- Sterile Processing: 01 Purpose and Goal
- Sterile Processing: 02 Disposable Versus Non-Disposable Items
- Sterile Processing: 02 Dress-Attire
- Sterile Processing: 02 Education and Training
- Sterile Processing: 02 Employee Initiatives Roster
- Sterile Processing: 02 Food and Drink
- Sterile Processing: 02 Lending and Borrowing Loaner Instruments and Equipment
- Sterile Processing: 02 Orientation of New Employees
- Sterile Processing: 02 Physical Layout of Department
- Sterile Processing: 02 Reprocessing Disposable Supplies
- Sterile Processing: 02 Staff Competency
- Sterile Processing: 03 Bloodborne Pathogen Exposure Control Plan
- Sterile Processing: 03 Environmental Cleaning of the Department
- Sterile Processing: 03 Hand Hygiene
- Sterile Processing: 03 Handling of Sharps
- Sterile Processing: 03 Management of Medical Waste
- Sterile Processing: 03 Traffic Control
- Sterile Processing: 04 Department Responsibilities in a Disaster
- Sterile Processing: 04 Safety
- Sterile Processing: 04 Equipment Care & Maintenance
- Sterile Processing: 04 Fire Safety
- Sterile Processing: 04 Hazardous Materials Spill Management
- Sterile Processing: 04 Material Safety Data Sheet – How to Read
- Sterile Processing: 05 Inspection and Preparation of Autoclaves
- Sterile Processing: 05 Medivators DSD EDGE, Veriscan & Scope Buddy, Care & Operating
- Sterile Processing: 05 Operations and Care of Steam Sterilizer
- Sterile Processing: 05 Operation of Rinser-Dryer
- Sterile Processing: 05 Operation of Sterrad Sterilizer
- Sterile Processing: 05 Operation of Ultrasonic Cleaner
- Sterile Processing: 05 Operation of Washer-Disinfector
- Sterile Processing: 05 Sterilization Container for Immediate Use Sterilization
- Sterile Processing: 05 Sterilization of Container for Routine Use
- Sterile Processing: 06 Care and Cleaning of Instruments
- Sterile Processing: 06 Chemical Disinfectants

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- Sterile Processing: 06 Cleaning of Equipment and Instrument Trays
 - Sterile Processing: 06 Processing of Laryngeal Mask Airway
 - Sterile Processing: 06 Processing of Laryngeal blades & handles
 - Sterile Processing: 06 Receiving and Handling Decontamination
 - Sterile Processing: 06 Reprocessing of Endoscopic Instruments
 - Sterile Processing: 07 Preparation of Instruments & Supplies for the Sterrad Sterilizer
 - Sterile Processing: 07 Preparation of Sterile Trays and Instrument Sets
 - Sterile Processing: 07 Processing of Instruments and Procedure Trays
 - Sterile Processing: 07 Processing of Instruments Used on Patients With Suspected CJD
 - Sterile Processing: 08 Date Stamping
 - Sterile Processing: 08 Envelope Wrapping
 - Sterile Processing: 08 Event Related Sterility
 - Sterile Processing: 08 Paper to Plastic Wrapping
 - Sterile Processing: 08 Stock Rotation
 - Sterile Processing: 08 Storage of Sterile Supplies
 - Sterile Processing: 08 Wrapping-Labeling & Shelf Life of Sterile Supplies
 - Sterile Processing: 09 Biological Indicator Incubation
 - Sterile Processing: 09 Biological Indicator Use
 - Sterile Processing: 09 Biological Monitoring
 - Sterile Processing: 09 Biological Monitoring for Sterrad
 - Sterile Processing: 09 Bowie Dick Test
 - Sterile Processing: 09 Hydrogen Peroxide Gas Plasma Sterilization Procedures
 - Sterile Processing: 09 Immediate Use Sterilization
 - Sterile Processing: 09 Lot Load Monitoring
 - Sterile Processing: 09 Product Recall Procedures
 - Sterile Processing: 09 Recall of Hospital Sterilized Items
 - Sterile Processing: 09 Sterilized Record Keeping
 - Sterile Processing: 09 Steam Sterilization Procedures

Recommendation: Motion to approve.

TAB #4 REPORT: Patient Story

(4:45 – 4:55 pm)

Kathleen Clanon, MD, Interim Chief Medical Officer

Present @
meeting

TAB #5 REPORT: Strategic Dashboard

(4:55 – 5:10 pm)

Pg. 359

Kerin Bashaw, VP, Quality

TAB #6 STRATEGIC FOCUS REPORT: Patient Experience

(5:10 – 5:30 pm)

Present @
meeting

Varsha Chauhan, Executive Director, System Transformation Center
Vecepia Robinson, Director, Patient and Family Centered Care

TAB #7 STRATEGIC FOCUS REPORT: Staff Engagement

(5:30 – 5:45 pm)

Present @
meeting

Jeanette Loudon-Corbett, Chief Human Resources Officer

TAB #8 REPORT: Medical Executive Committee

(5:45 – 5:55 pm)

Oral

Taft Bhuket, MD, Chief of Staff, AHS Medical Staff

TAB #9 DISCUSSION: Summit Series

(5:55 – 6:00 pm)

Oral

Barry Zorthian, MD, Chair, Quality Professional Services Committee

A. Program 1: What's Quality Anyway?

TAB #10 INFORMATION: Issue Tracking & Follow-up

(6:00 – 6:05 pm)

Pg. 365

Barry Zorthian, MD, Chair, Quality Professional Services Committee
Kerin Bashaw, VP, Quality

TAB #11 REPORT: Legal Counsel's Report on Action Taken in Closed Session

(6:05 -6:10 pm)

Oral

Douglas B. Habig, General Counsel

Public Comments

Board of Trustees Remarks

ADJOURNMENT

Our Mission

Caring, Healing, Teaching, Serving All

Strategic Vision

To become a world-class patient and family centered system of care that promotes wellness, eliminates disparities and optimizes the health of our diverse communities.

Meeting Procedures

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