



**QUALITY PROFESSIONAL SERVICES
COMMITTEE MEETING
Thursday, February 27, 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.
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,
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

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A. Approval of the Minutes of the November 29, 2012 Quality Professional Services Committee Meeting.

Addendum

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

Recommendation: Motion to approve.

TAB #3 ACTION: Approval of Policies and Procedures *Kerin Bashaw, VP, Quality* 4:35 – 4:45 pm

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- Fluoride Varnish Application
- Creutzfeldt-Jakob Disease
- Law Enforcement Reporting
- Chronic Use of Controlled Medication in Ambulatory Clinic
- Neuraxial Blockade and Anticoagulants
- Clinical Privileges – Special Procedure Performed by EMT
- Clinical Privileges – Special Procedure Performed by Paramedics
- Routine Exercise Program for SNF
- SNF Physician Therapy Assessment and Care Planning
- Utilization Review/Management Plan
- Authority of the Infection Control Committee
- The Infection Control Program
- Mission, Philosophy and Scope of Service
- Influenza Control Plan
- Avian Influenza Control Plan
- Pandemic Influenza Plan
- Construction and Renovation Infection Control Guidelines
- Hand Hygiene
- Patient/Visitor Exposure to Body Substances/Fluids
- Public Safety Exposure Notification

- Reportable Disease Conditions
- Infection Control Employee Health Program
- Aerosol Transmissible Disease Control Plan
- Bloodborne Pathogen Exposure Control Plan
- Badge Network Access Policy
- Data Backups and Archiving
- Electronic Data Retention and Disposal
- Employee Email Policy
- Internet and Intranet Web Publishing
- IT Activity Logging
- IT Change Management Policy
- IT Data Security Policy
- IT Desktop Refresh Policy
- IT Emergency Support
- IT Equipment Disposal
- IT Equipment Policy
- IT Mobile Device Policy
- IT Network Access Policy
- IT Procurement Policy
- IT Software Standards Policy
- IT Supported Operating Systems Policy
- PHI Policy for Faxing, Workstations and Printers
- Security Audit Policy
- Screen Savers
- Server Change Policy
- Telecommunications
- Text Messaging
- Web (Internet) Usage Policy
- Hazardous Materials and Waste Management
- Emergency Spill Response Plan (Critical Incident Plan)
- Privately Owned Computer Policy

Recommendation: Motion to approve.

TAB #4 **REPORT: Patient Story**
Kim Horton, RN, Chief Nurse Executive
4:45 – 4:55 pm

TAB #5 REPORT: Culture of Safety Survey

Kerin Bashaw, VP, Quality

Presentation
@ Meeting

Susan Brajkovic, Director, Accreditation, Risk Management and Patient Safety

4:55 – 5:25 pm

TAB #6 REPORT: Strategic Dashboard

Kerin Bashaw, VP, Quality

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5:25 – 5:45 pm

TAB #7 REPORT: Medical Executive Committee

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

Oral

5:45 – 5:55 pm

TAB #8 INFORMATION: Issue Tracking & Follow-up

Barry Zorthian, MD, Chair, Quality Professional Services Committee

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Kerin Bashaw, VP, Quality

5:55 – 6:05 pm

TAB #9 REPORT: Legal Counsel's Report on Action Taken in Closed Session

Douglas B. Habig, General Counsel

Oral

6:05 pm

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

The Board of Trustees is the Policy Body of the Alameda Health System. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. Board procedures do not permit: 1) persons in the audience at a Committee meeting to vocally express support or opposition to statements by Board Members or by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of the Board or to its members, 1411 East 31st Street Oakland, CA 94602.

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