



**QUALITY PROFESSIONAL SERVICES
COMMITTEE MEETING
Thursday, April 17, 2014**

Executive Suite Located at Highland Care Pavilion
1411 East 31st Street Oakland, CA 94602
Marla Cox, Clerk of the Board
(510) 535-7515

MINUTES

THE MEETING WAS CALLED TO ORDER AT 4:04PM

ROLL CALL WAS TAKEN AND THE FOLLOWING TRUSTEES WERE PRESENT:

Barry Zorthian, MD, Daniel Boggan, Kinkini Banerjee, Joe DeVries and Michele Lawrence

Non-Voting Members present: Drs. Taft Bhuket, Joe Walker and Steven Rosenthal

TAB #1 CLOSED SESSION - None

TAB #2 ACTION: Approval of Minutes

Minutes of the March 20, 2014 Quality Professional Services Committee Meeting.

ACTION: A motion was made and seconded, and the Committee approved the minutes with changes noted by Trustee Zorthian incorporated.

TAB #3 ACTION: Approval of Policies and Procedures

The following policies and procedures were approved.

FEBRUARY 2014

Administrative Policies

- Active Shooter Guidelines for Leadership
- AHS Active Shooter Plan Security

Clinical Policies

- Medication Refrigerators/Freezers
- Perioperative DNR
- Storage: Unit Inspections/Crash Cart Inspections
- Vaccine for Children Program

ACTION: A motion was made and seconded, and the Committee approved the policies as presented.

TAB #4 REPORT: Patient Story

James Jackson, Chief Administrative Officer, shared a patient's story from San Leandro Hospital.

TAB #5 INFORMATION: Summit Series

The committee viewed Program 7: Difficult Conversations.

TAB #6 REPORT: Medical Executive Committee

Joe Walker, MD, reported in Dr. Bhuket's absence. Officers of the medical staff serve a two year term and that term will be ending at the end of September 2014. In order to prepare for the changeover, a process has been started by pulling together a nominating committee to come up with names of interested parties. An Internal Medicine Resident was appointed to be on the Medical Staff Committee. The committee made donations in honor of Nurses and Hospital Week of \$2,500. A \$25,000 donation was made to the Measure AA process.

Steve Rosenthal, MD, reported that their Secretary/Treasurer resigned. In Accordance with the bylaws the Medical Executive Committee appointed a new Secretary/Treasurer at their last meeting. The MedExec Committee also discussed a difficult case regarding a patient who was not discharged correctly from the Emergency Room; a root cause analysis was done to ensure that it doesn't happen again.

TAB #7 INFORMATION: Issue Tracking & Follow-up

No discussion

TAB #8 REPORT: Legal Counsel's Report on Action Taken in Closed Session

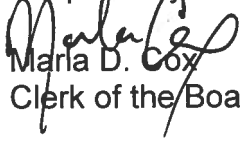
Doug Habig, General Counsel reported that the committee approved peer review reports, credentialing reports and considered a matter of potential litigation.

Public Comments - No public comment

Board of Trustees Remarks - No remarks

ADJOURNMENT - 6:07 pm

Respectfully Submitted,


Maria D. Cox
Clerk of the Board

APPROVED AS TO FORM:

Reviewed by:


Douglas H. Big, Esq.
General Counsel