



**QUALITY PROFESSIONAL SERVICES  
COMMITTEE MEETING  
Thursday, October 23, 2014**

**Conference Center Located at Highland Care Pavilion**  
1411 East 31<sup>st</sup> Street Oakland, CA 94602  
Marla Cox, Clerk of the Board  
(510) 535-7515

**THE MEETING WAS CALLED TO ORDER AT 3:42 PM**

**ROLL CALL WAS TAKEN AND THE FOLLOWING TRUSTEES WERE PRESENT:**

Barry Zorthian, MD, Joe DeVries, Kinkini Banerjee, and Maria Hernandez

Non-Voting Members present: Joe Walker, MD and Steven Rosenthal, MD

**MINUTES**

**(General Counsel Announcement as to purpose of Closed Session)**

**TAB #1 CLOSED SESSION**

**TAB #2 ACTION: Approval of Minutes**

Minutes of the September 25, 2014 Quality Professional Services Committee Meeting.

***ACTION: A motion was made and seconded, and the Committee approved the minutes of September 25, 2014 Quality Professional Services Committee meeting.***

**TAB #3 ACTION: Approval of Policies and Procedures**

**Alameda Health System Policies**

**Administrative Policies**

- Assessment/Reassessment Standard
- Discharge Planning
- Medication Reconciliation
- Patient Controlled Analgesia (PCA)

**Clinical Policies**

- Advanced Practice: Physician Assistant/Nurse Practitioner
- Standardized Protocol: Geriatrics/Palliative Care
- Hand-off Communication Guidelines

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Department Policies

- Pharmacy Disaster Planning Procedures

Organizational Plan for Provision of Care

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

**TAB #4 REPORT: FY14 LEAN Update**

Jo Ann Sharp, Director of the Kaizen Promotions Office presented the committee with an FY14 Lean Update.

**TAB #5 REPORT: System Access**

William Peruzzi, MD, Chief Medical Officer and Tyler Bennett, Vice President of Ambulatory Care presented a report regarding System Access. Patient wait times have improved, FY14 wait time was 9 hours, and the goal for FY15 is 8 hours for the whole system. The committee discussed the process of patient access; being screened and admitted for treatment.

Dr. Peruzzi is working closely with Mr. Bennett as Dr. Seevak, Executive Medical Director of Ambulatory, is stepping away from his position to focus on the Geriatric Service line they are building. They are working on the panel management process for primary care physicians to increase primary care access for patients.

**TAB #6 REPORT: System Patient Engagement**

Report deferred to a future QPSC meeting.

**TAB #7 REPORT: Medical Executive Committee**

Joe Walker, MD, Chief of Staff, Alameda Health System-Highland Hospital, John George Psychiatric Hospital, Fairmont Hospital and Ambulatory Wellness Clinics presented the Medical Executive Committee report to the Quality Professional Services Committee. The report included updates on the following: Harm Reduction Teams, Patient and Family Centered Care and a Patient Experience update, Trauma Program, Transfusions Survey Update and Health Information Management (HIM). The Institutional Review Board (IRB) Committee proved a revised Operations Plan and Guide for MEC approval. Changes were recommended during the FDA site visit that occurred April 14-18, 2014.

Steven Rosenthal, MD, Chief of Staff, San Leandro Hospital provided a written report of the Medical Executive Committee to the Quality Professional Services Committee.

Emmons Collins, MD, Chief of Staff, Alameda Hospital provided a written report of the Medical Executive Committee to the Quality Professional Services Committee.

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


Joel Isaacson, Associate General Counsel reported that the committee reviewed and approved the Peer Review, Credentialing and Annual Risk reports for Alameda Health System, Alameda Hospital and San Leandro Hospital.

**Public Comments - None**

**Board of Trustees Remarks – None**

**ADJOURNMENT – 5:40pm**

Respectfully Submitted,

  
Maria D. Cox  
Clerk of the Board

APPROVED AS TO FORM:

Reviewed by:

  
Douglas Fladig, Esq.  
General Counsel