



**QUALITY PROFESSIONAL SERVICES  
COMMITTEE MEETING  
THURSDAY, January 28, 2016**

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

**LOCATION:**

Open Session: HCP Conference Center

**MINUTES**

**THE MEETING WAS CALLED TO ORDER AT 3:35PM**

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

Barry Zorthian, MD, Kinkini Banerjee, Joe DeVries, Maria Hernandez, and Michele Lawrence.

Non-Voting Members present: Drs. Deepak Dhawan, John Iocco and Swapnil Shah.

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

**TAB #1 CLOSED SESSION**

**(Reconvene to Open Session)**

**TAB #2 ACTION: Consent Agenda**

**A. Approval of the Minutes of the November 19, 2015 and December 22, 2015 Quality Professional Services Committee Meetings.**

**B. Approval of Policies and Procedures**

*Kerin Torpey Bashaw, MPH, RN, Vice President, Quality*

**January 2016**

**Alameda Health System Policies**

**Administration**

- Activation, Notification and Alert-Code Triage
- Authorization for Uses and Disclosures Other Than Treatment, Payment and Health Care Operations
- Breach Notification Process
- Code Tan
- Disclosure of HIV/AIDS Related Information
- Disclosure of Protected Health Information for Treatment, Payment and Health Care

#### Operations

- Eyewash Facilities
- Locker Assignment in the Acute Tower
- Master Clock Policy
- Medication Administration (Attachments)
- Mitigation of Improper Disclosures
- Notification
- Parking Policy
- Patient Care-Clinical Protocols
- Patient Privacy Protection
- Patient's Right to Request Restrictions on Certain Uses and Disclosures of Protected Health Information
- Posting of Posters and Flyers
- Privacy Rule Complaint Process
- Privacy: Accounting of Disclosures
- Privacy: AHS Directory
- Respiratory Protection Program
- Sorian Clinicals Electronic Health Record (EHR) Downtime Policy

#### Clinical

- 340B Drug Pricing Program
- Addendum: Code Blue/White Crash Cart Policy
- Antibiotic Desensitization Protocols
- Anticoagulant Therapy in Patients Undergoing PCI
- Elective PCI Patient Selection and Exclusion
- Guidelines for Methadone Use
- Immunizations in Adult Primary Care Protocol
- Intravenous Admixture Program
- Treatment of Chest Pain and NSTEMI

#### Department

- MCH Certified Nurse Midwife Standardized Procedure: First Surgical Assist for Cesarean Section
- MCH Certified Nurse Midwife Standardized Procedure: Furnishing Medications (Attachments)
- MCH Certified Nurse Midwife Standardized Procedure: Infiltration with Local Anesthetic
- MCH Certified Nurse Midwife Standardized Procedure: Repair of Spontaneous First and Second Degree Lacerations of the Lower Genital Track; Performance and Repair of Episiotomy

### **Alameda Hospital Policies**

#### Clinical

- CAUTI Policy
- CLABSI Prevention Bundle
- Hand Hygiene
- Infection Control Program
- MRI without Contrast-Code Stroke Protocol
- Standard Precautions
- Transmission-Based precautions
- Ventilator Associated Pneumonia(VAP) Prevention Bundle

#### Department

- Care of Workstations on Wheels (WOW)

Plans

- Infection Control Plan

**San Leandro Hospital Policies**

Administration

- Influenza Prevention and Outbreak Control Protocol

Clinical

- BiPAP
- Cleaning and Disinfection of External and Internal use Ultrasound Probes
- Influenza Vaccination
- Medication-Transdermal Patch Policy

Department

- Continuum of Care
- Discharge Criteria
- Education of Patients and Families
- Reassessment of Patients
- Request for Services, Inpatient
- Scope of Assessment
- Scope of Services- Rehabilitation
- Standard's for Delivering Care and Services

**Action: A motion was made and seconded to approve the QPSC minutes of November 19, 2015 and December 22, 2015. The motion passed.**

**AYES: Trustees Banerjee, DeVries, Hernandez, Lawrence, and Zorthian.**

**NAYS: None**

**Abstention: None**

**Action: A motion was made and seconded to approve January 2016 Policies and Procedures as presented. The motion passed.**

**AYES: Trustees Banerjee, DeVries, Hernandez, Lawrence, and Zorthian.**

**NAYS: None**

**Abstention: None**

**TAB #3 DISCUSSION: Issue Tracking**

The CNE provided an update regarding the *Visiting Hours/Visitor* policy that was pulled from the October 2015 consent agenda. The CNE clarified that this item would be modified to consist of *Visiting Hours/Visitor* principles where patients may define the make-up of their family and visitors. The goal is to create a secure environment that allows visits from family and visitors at all times while maintaining staff safety. The VP of Quality clarified that the *PCP Assignment of Panel Size* policy was based on a memorandum of understanding and a union contract. Stakeholders reviewed the policy and confirmed that the policy will not move forward. A procedure will be created to ensure clarity around the memorandum. The procedure will not require Committee approval.

The *Visiting Hours/Visitor* Policy will return to the Committee as a part of the regular policy approval process.

**TAB #4 REPORT: Legal Counsel's Report on Action Taken in Closed Session**

The Interim General Counsel reported that the Committee approved the credentialing reports from each of the Medical Staffs and took no other action.

**Public Comments - None**

**Trustee Remarks - None**

**ADJOURNMENT – 4:35pm**

Respectfully submitted by:

  
Susana Flores  
Clerk of the Board

APPROVED AS TO FORM:

Reviewed by:   
Mike Moyer  
Interim General Counsel