



**QUALITY PROFESSIONAL SERVICES COMMITTEE MEETING  
THURSDAY, May 26, 2016  
3:30pm-4:30pm**

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, Joe DeVries, Maria Hernandez, Tracy Jensen, 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 April 28, 2016 Quality Professional Services Committee Meeting.**

**B. Approval of Policies and Procedures**  
*Kerin Torpey Bashaw, MPH, RN, Vice President, Quality*

**May 2016**

**Alameda Health System Policies**

**Clinical**

- Allied Health Practitioner Colposcopy Standardized Procedure
- Allied Health Practitioner Frenotomy Standardized Procedure
- Allied Health Practitioner LEEP Standardized Procedure
- Allied Health Practitioner Needle Aspiration in Lactation Mastitis Standardized Procedure

- Car Seat Challenge Test
- Replogle tube

### **Alameda Hospital Policies**

#### Clinical

- Pre-Operative Management (SSU)

***Action: A motion was made and seconded to approve the QPSC minutes of April 28, 2016. The motion passed.***

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

***NAYS: None***

***Abstention: None***

In response to questions from the Committee, staff clarified that because each hospital operates under a separate license, Policies and Procedures must be updated and approved by the Medical Staff at each licensed facility. The organization is working towards standardization of Policies and Procedures across the system, but must ensure regulatory requirements are met.

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

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

***NAYS: None***

***Abstention: None***

### **TAB #3 DISCUSSION: Issue Tracking**

Staff provided an update regarding the open item on the issue tracking sheet. Management met with the Chiefs of Staff to discuss recommendations around non-physician clinical contracts. Additional meetings will address process standardization and Medical Staff engagement for future contracts.

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

General Counsel reported that in closed session the Committee approved the credentialing reports of each campus.

**Public Comments - None**

**Trustee Remarks - None**

**ADJOURNMENT - 4:50pm**

Respectfully submitted by:

  
Susana Flores  
Clerk of the Board

APPROVED AS TO FORM:

Reviewed by:   
Mike Moyer  
General Counsel