



REGULAR MEETING OF THE BOARD OF DIRECTORS OF TAHOE FOREST HOSPITAL DISTRICT TO BE HELD ON TUESDAY, NOVEMBER 26, 2013 AT 4:00 PM IN THE ESKRIDGE CONFERENCE ROOM, TAHOE FOREST HOSPITAL, 10121 PINE AVENUE, TRUCKEE, CA - OPEN SESSION WILL BEGIN AT 6:00 PM OR SOON THEREAFTER, FOLLOWING CLOSED SESSION

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Clear The Agenda/Items Not On The Posted Agenda**
4. **Input - Audience:** *This is an opportunity for members of the public to comment on any closed session item appearing before the Board on this agenda.*
5. **Closed Session:**
 - A. Approval of closed session minutes of: 10/21/13
 - B. Health & Safety Code Section 32155: Quality Report
 - C. California Government Code Section 54957.6: Conference with Labor Negotiator(s), Agency Negotiator(s) –Jayne O’Flanagan; Employee Organization(s): TFHD Employees Association of Professionals & TFHD Employees Association
 - D. Government Code Section 54957: Chief Executive Officer Monthly Performance Evaluation
 - E. Health & Safety Code Section 32155: Medical Staff Credentials
6. **Dinner Break**

APPROXIMATELY 6:00 P.M.

7. **Open Session – Call to Order**
8. **Clear The Agenda/Items Not On The Posted Agenda**
9. **Input – Audience:** *This is an opportunity for members of the public to address the Board on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Board cannot take action on any item not on the agenda. The Board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.*
10. **Input From Employee Associations**
11. **Medical Staff Report**

ATTACHMENT 1

- A. Medical Staff Consent Agenda:
 1. The Department of Anesthesia at its meeting on 11/1/13 recommended approval of the Orientation Checklist for new Anesthesiologists.
 2. The Department of Anesthesia emailed revisions to the Post/Epi/Intra Order set. The Department approved as of 11/11/13.
 3. The Department of Surgery at its meeting on 11/11/13 recommended approval of the revisions based on the CMS “2 midnight Rule” (Please reference Page 4-5 of the Medical Staff Report for the revisions and the effected Pre Printed Orders).
12. **Consent Calendar:** *These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board Member, staff member or interested party may request an item to be removed from the Consent Calendar for discussion prior to voting on the Consent Calendar.*
 - A. Minutes of Meetings of: 10/07/13, 10/14/13 & 10/21/13
 - B. Financial Report – August 2013
 - C. Financial Report – September Quarterly Package 2013
 - D. Annual Approval of Administration (AGOV) Policies**:
 1. Advance Healthcare Directives
 2. Americans with Disabilities Act
 3. Antitrust Trade Laws
 4. Available Critical Access Hospital Services

ATTACHMENT 2

ATTACHMENT 3

ATTACHMENT 4

(over)

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(Annual Approval of Administration (AGOV) Policies** continued)

5. Business Associate Agreements
6. Civil Rights Grievance Procedure
7. Consent Informed
8. Contract Review Policy
9. Corporate Compliance Violation Reporting
10. Corporate Compliance Program – TFHD
11. Corporate Compliance Violations Suspected
12. Disclosure of Unanticipated Adverse Outcome
13. Disruption of Service
14. Durable Power of Attorney
15. Emergency Condition Assessment EMTALA COBRA
16. Emergency Medical Services (EMS)
17. False Claims Act
18. HIPAA Breach Investigation, Response, and Corrective Action
19. Nondiscrimination
20. Organizational Chart
21. Patient Photography
22. Patient and Customer Service Recovery
23. Patient Family Complaints Grievance
24. Patient Rights Responsibilities
25. Plan for the Provision of Care to Patients
26. Posting of Information in Public Areas of the Hospital
27. Policy and Procedures Structure Approval Policy
28. Procedure for Communication Information to Person with Sensory Impairments
29. Public Release of Patient Information
30. Record Retention and Destruction
31. Red Flags Identity Theft Program
32. Refusal of Recommended Medical Treatment Blood Products –Petitioning the Court
33. Reporting Adverse Medical Device Incidents
34. Request from Law Enforcement Agencies
35. Sentinel – Adverse Event
36. Smoke Free Environment
37. Social Media Policy
38. Solicitation Policy
39. Sponsorship Policy
40. Standards for Business Conduct
41. Subpoenas
- E. Contracts Recommended for Approval at the Governance Committee:
 1. Emergency Medical Services Base Station Medical Director –
John Swanson, M.D. - NEW - ATTACHMENT 5
 2. Medical Director for Orthopedics – Jeffrey Dodd, M.D.- NEW - ATTACHMENT 6
 3. Fifth Amendment, Professional Services Agreement,
Lisanne Burkholder, M.D. ATTACHMENT 7
13. **Chief Executive Officer’s Report** ATTACHMENT 8
 - A. Chief Operating Officer’s Report
 - B. Chief Nursing Officer’s Report
 - C. Incline Village Community Hospital Administrator’s Report
14. **Presentations/Staff Reports (Discussion and/or Action Possible)**
 - A. Facilities Development Plan Quarterly Update ATTACHMENT 9
15. **Board Committee Reports/Recommendations**
 - A. Governance Committee Meeting – 11/19/13 ATTACHMENT 10
 - B. Personnel/Retirement Committee Meeting – 11/20/13 ATTACHMENT 11
 - C. Finance Committee Meeting – 11/21/13 ATTACHMENT 12

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16. Items for Board Discussion and/or Action

- A. Approval of FYE 2012/2013 Annual Audit Report
- B. Approval of the Memorandum of Understanding Between Tahoe Forest Hospital District Employees' Association of Professionals and Tahoe Forest Hospital District (July 1, 2013 to June 30, 2016)
- C. Approval of the Memorandum of Understanding Between Tahoe Forest Hospital District Employees' Association and Tahoe Forest Hospital District (July 1, 2013 to June 30, 2016)
- D. Board Education: Association of California Hospital Districts (ACHD)
- E. Board Education: Media Training Proposal
- F. Annual Board Self-Assessment Format

ATTACHMENT 13*

ATTACHMENT 14

17. Agenda Input For Upcoming Committee Meetings

18. Items for Next Meeting

19. Board Members Reports/Closing Remarks

20. Closed Session Continued, If Necessary

21. Open Session

22. Report of Actions Taken in Closed Session

23. Adjourn

The next regularly scheduled meeting of the Board of Directors of Tahoe Forest Hospital District is December 17, 2013 in the Eskridge Conference Room, Tahoe Forest Hospital, 10121 Pine Avenue, Truckee, CA. A copy of the Board meeting agenda is posted on the District's web site (www.tfhd.com) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting.

Robert A. Schapper
Chief Executive Officer

RAS:mcc

*Denotes attachment will be distributed later.

**The entire manual/document is available for review via the Chief Executive Officer's Office.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions. Tahoe Forest Hospital District is an Equal Opportunity Employer.

The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Board Clerk at 582-3481 at least 24 hours in advance of the meeting.