



REVISED 10/17/13 @ 3:16PM

**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF TAHOE FOREST HOSPITAL DISTRICT TO BE HELD ON MONDAY OCTOBER 21, 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 7/23/13, 8/13/13, and 9/24/13
  - B. California Government Code Section 54956.9(d)(4): Deciding whether to initiate litigation (1 case)
  - C. Government Code Section 54957: Chief Executive Officer Monthly Performance Evaluation
  - D. 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. P&T Committee
  1. Preprinted Orders:
    - a. Level 1 Nursery Admit Orders – minor revision
    - b. C-Section Post-Op Orders – minor revision
    - c. Labor Orders – minor revision
    - d. Post-Partum Orders – minor revision
    - e. Parenteral Nutrition Order Form – minor revision
    - f. Adult PACU orders – minor revision
    - g. Pediatric PACU orders – minor revision
    - h. C-Section Preoperative Orders – minor revision
    - i. VAD Flush
    - j. Cataract Surgery Pre and Post Op Orders – minor revision
    - k. Adult Diabetic Ketoacidosis (DKA) Orders – major revision –CAP orders – major revision.
    - l. Adult Pain Management Orders – major revision
    - m. Heparin Drip Pre-printed Order – major revision
  2. Formulary Additions:
    - a. Perjeta – Addition
    - b. Lialda – Addition
    - c. Xifaxin – Addition
    - d. Entocort – Addition
    - e. Refludan-Deletion
    - f. Agatroban-Addition
    - g. Amoxicillin autosub for Ampicillin

(over)

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3. Policies and Procedures:
    - a. Nursing Override List – add cefoxitin
    - b. Adverse Drug Reaction Reporting – minor revision
    - c. Emergency Medications – Crash Carts – minor revision
    - d. IVCH Authorized Personnel – minor revision
    - e. Drug Distribution – minor revision
    - f. B Braun Syringe Pump Library – new
    - g. DAPTOmycin IV Drug Administration Guideline – new
    - h. Controlled Substances – minor revision
    - i. Compounding Sterile Products – minor revisions
    - j. Patient Drug Profiles – minor revisions
    - k. Pneumococcal/Influenza Assessment – major revision Incorporate Prevnar.
    - l. Pyxis – major revisions
  4. Preprinted Order Sets – minor revision
    - a. Anticoagulation Protocol, Outpatient Anticoagulation Flowsheet, retire current Move forward with Pharmacy driven protocol including aggressive Inpatient Warfarin Worksheet
  5. To Retire:
    - a. IVCH Medication Distribution System
    - b. IVCH Dispensing Narcotics to Nursing Units
    - c. IVCH IV Admixture Preparation
    - d. ECC Administration; Ear Drops
    - e. ECC Administration; Enteral Tube Medications
    - f. ECC Administration; Eye Drops
    - g. ECC Administration; Eye Ointments and Gels
    - h. ECC Administration; Intramuscular Administration
    - i. ECC Administration; Nasal Sprays, Pumps, and Inhalers
    - j. ECC Administration; Nose Drops
    - k. ECC Administration; Oral Inhalation Administration
    - l. ECC Administration; Oral Medications
    - m. ECC Administration; Rectal Enemas
    - n. ECC Administration; Rectal Suppositories
    - o. ECC Administration; Subcutaneous medication Administration
    - p. ECC Administration; Sublingual and Buccal Medications
    - q. ECC Administration; Transdermal Drug Delivery System Application
    - r. ECC Administration; Vaginal Medications
    - s. Warfarin Dosing Worksheet
- B. Department of OB/Peds**
1. Policies and Procedures
    - a. Umbilical Cord Arterial and Venous Gas Collection Policy
  2. Preprinted Orders:
    - a. OB Observation Pre Printed Orders
    - b. OB Antepartum Pre Printed Orders
- C. Infection Control Committee**
1. Form:
    - a. CLIP Form
  2. Policies and Procedures:
    - a. Urinary Cath Removal
    - b. AIPC-30 Environmental Controls

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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. Approval of Minutes of Meeting of: 9/24/13 ATTACHMENT 2
  - B. Financial Report – July 2013 ATTACHMENT 3
13. **Chief Executive Officer's Report** ATTACHMENT 4
- A. COO Operations Report
  - B. Nursing Report
  - C. Incline Village Community Hospital
14. **Presentations/Staff Reports (Discussion and/or Action Possible)**
- A. Community Development Report ATTACHMENT 5
15. **Board Committee Reports/Recommendations**
- A. Finance Committee Meeting – 10/21/13 ATTACHMENT 6
16. **Items for Board Discussion and/or Action**
- A. IT Consultant, Joe Deluca – Electronic Medical Record Systems
  - B. Approval of Citizen Oversight Committee:
    - 1. Vice Chair: Paul Leyton and Chair: Gerald Herrick;
    - 2. Renewal of Members' Terms: Sherrin Fielder and Paul Leyton ATTACHMENT 7
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 November 26, 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](http://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

\*\*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 Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.