

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2
Meeting of the Board of Commissioners
May 24, 2023
East Adams Rural Healthcare
Conference Room
Ritzville, WA

- I) Call to Order
- II) Additions or Corrections to the Agenda
- III) Public Comment
- IV) Approval of Minutes-Regular Board Meeting April 26, 2023
- V) Consent Agenda
 - i) Chief Nursing Officer Report
 - ii) EMS Report
 - iii) HR Report
 - iv) Quality Report-Annual Review
- VI) Medical Staff Report
- VII) CEO Report
- VIII) Committee Reports
 - i) Finance Committee
 - (1) Financials – March and April
 - (2) Approval of Warrants and Vouchers
 - ii) Building Committee
 - iii) Compliance Committee
- IX) Old Business
- X) New Business
 - i) Nursing Compensation
 - ii) EMS Presentation-Jared Oscarson
- XI) Public Comment
- XII) Executive Session; Medical Staff Credentialing
- XIII) Next Board Meeting June 28, 2023 at 5:30 p.m.
- XIII) Adjourn

Washington State law states that all meetings of public bodies such as ours be open to attendance by the public, save for executive sessions or if a meeting has been closed owing to disruption. But that law is equally clear that there is no requirement that public attendees at such meetings be permitted to take any part in the proceedings. This Board, however, promotes open dealings with our community, and welcomes appropriate public participation; but, considering interests such as efficiency and simple civility, we do have rules governing that participation.

We generally have on our agenda a period intended for public comments and questions, and we ask that members of the public confine questions and comments to that period. If, however, during our deliberations on a given matter a member of the public believes that he or she has some clearly relevant information that we have not considered, he or she may raise his or her hand and the Board Chair, in his or her discretion, may allow that member of the public to provide a brief factual comment.

Moreover, both during meetings and in the specified comment period, we require that questions or comments be concise, factual, and, notably, that they be civil. We willingly accept tough questions and critical comments, but we will not accept generalized negative opinions, rambling, personal attacks, or perceived disparagement of individuals. Comments are limited to three minutes.

The Board reserves the right to terminate a question or comment at any point if the Board determines in its discretion that the comment or question is unacceptable or disruptive. Please remember the need for civility and compliance with our rules.

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2

East Adams Rural Hospital

903 S. Adams

Ritzville, WA 99169

Meeting of the Board of Commissioners

April 26, 2023

PRESENT:	Eric Walker	Commissioner
	Stacey Plummer	Vice Chair
	Dan Duff	Commissioner/Secretary
	Corey Fedie	CEO
	Charlene Morgan	CNO
	Renee Taylor	Interim CFO
	Nelson McKay	Chief of Staff

GUESTS: None

ABSENT: John Kragt, Board Chair

There were 8 community members present.

Vice Chair, Stacey Plummer, called the meeting to order at 5:30 p.m.

INTRODUCTIONS- None

ADDITIONS AND CORRECTIONS-None

PUBLIC COMMENT-

Lynn Walker asked if an update on the mobile clinic would be provided. Corey Fedie, CEO said that he could provide an update during his CEO Report. Vice-Chair Stacey Plummer provided information on memorial services for Jerry Crossler.

APPROVAL OF MINUTES

The March 22 Board meeting minutes were presented. Commissioner Dan Duff made a motion to approve the March 22 Board meeting minutes. Commissioner Eric Walker seconded. The motion passed unanimously. The April 14 Special Board meeting minutes were presented. Commissioner Dan Duff made a motion to approve the April 14 Special Board meeting minutes. Commissioner Eric Walker seconded. The motion passed unanimously. The April 20 Special Board meeting minutes were presented. Commissioner Dan Duff made a motion to approve the April 20 Special Board meeting minutes. Commissioner Eric Walker seconded. The motion passed unanimously.

CONSENT AGENDA:

Stacey Plummer, Vice Chair polled the Board if they would like anything moved from the Consent Agenda to the regular agenda. The Board did not request anything to be moved.

MEDICAL STAFF REPORT:

Dr. McKay reported that we have lost many experienced nursing staff. There is a low morale. Commissioner Eric Walker asked what is causing the low morale. Dr. McKay said that it is a variety of things including EPIC, change in management, less staff with higher patient load, which is causing stress to the staff that is still here. Commissioner Eric Walker asked how it could be fixed. Dr. McKay said to give some incentives to the keep the staff that are still here and continue to actively recruit. Corey explained that we are using contracted nursing staff and reviewing contracts and salary scales. There was a discussion regarding the wage scale and where we stand within our area. Corey explained that we could not sustain paying staff contract wages. Dr. McKay explained that it is not just salaries; it is the sudden and abrupt changes and stress. Corey shared that he had a phone call with EPIC earlier in the day and are working on getting a team back on-site to provide additional training.

CEO REPORT- See attached

Corey Fedie, CEO gave a report on the mobile clinic. We are continuing to service Sprague. Dr. Zuver was in attendance and shared some of the community forums that she has presented in Sprague. Corey said that we have had consistency and the number of patients being seen has increased. Corey reported that we are still looking at serving other communities. Pam and Charlene have been working on a plan to present to those communities. Vice Chair Stacey Plummer asked if there would be a report included in the financials that will show the number of patients seen on the mobile clinic. Corey said that once we are able to get that report created, it would be included. Lynn Walker asked what services were being requested on the mobile clinic. Dr. Zuver said that there has been some request for nail care and labs. We currently are not able to do venous labs however, we hope to in the near future.

COMMITTEE REPORTS

Finance Committee- There was no committee meeting this month due to the passing of a board member and lack of access to the system for Interim CFO, Renee Taylor.

CFO REPORT -

Renee Taylor, Interim CFO was not able to give a full report due to lack of access to the system. She did report that from what she can tell, March was a good month.

WARRANTS & VOUCHERS: EARH

Commissioner Dan Duff presented the following warrants for approval Accounts Payable Warrants #065673 to #065819 for \$543,692.90 and an additional \$366,700.10 for payroll direct deposits and \$151,049.38 for payroll tax deposits. Commissioner Eric Walker made a motion to approve. Commissioner Dan Duff seconded. Motion passed unanimously.

BUILDING COMMITTEE-

Commissioner Dan Duff reported that there was a meeting with Wipfli/Wendel to discuss scheduling and the anticipated timeline of completion.

COMPLIANCE COMMITTEE-

Jackie Mathis said there is still one open investigation. There are still some charting issues but action plans have been put in place. The new confidential reporting hotline is ready to go live. It will be available to staff and community members soon.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Jeff Kissler shared his concern regarding the staffing level of EMS. Staff is being spread thin and there is going to be some major burnout if something is not done soon. Jeff recommended stepping up recruiting and possibly doing some job fairs at the school to get some younger kids interested. There was an extended discussion regarding required training for EMS and options for getting additional trainers to provide more classes.

EXECUTIVE SESSION

The Board went into executive session at 6:40 p.m. to discuss Medical Staff Credentialing. The estimated length of the executive session was 10 minutes. The Board came out of executive session at 6:50 p.m. Commissioner Eric Walker made a motion, seconded by Commissioner Dan Duff to approve the appointment and re-appointment of Dr. Gregory DiCamillo, Andrietta Barnett DNP, and Rose Jones PA to the Medical Staff of East Adams Rural Healthcare. The motion passed.

Commissioner Dan Duff made a motion, seconded by Commissioner Eric Walker to adjourn the meeting. The motion passed.

The meeting adjourned at 6:51 p.m.

Respectfully submitted,
Kylie Buell, Executive Assistant



East Adams Rural Healthcare

903 South Adams
Ritzville, Washington 99169
509-659-1200

CNO Report to the Board

Board of Commissioners
East Adams Rural Healthcare
May, 24, 2023

Our census continues to maintain an average of 7+, however, this week our census dropped to 4 patients.

We began our training this week with Allevant Education Training for the Swing Bed Program that will increase our knowledge and give our organization a streamlined program to work with other organizations to increase our Swing Bed Census.

The week of May 22, 2024 EPIC will be on site to reeducate our staff and physicians. They will be here thru May 26, 2023 and will be assessing our knowledge and operations of EPIC for 45 days post education.

We have a confirmation that we will be receiving five (5) new nurses from our Passport staffing agency that will be starting in November and Jan barring any issues with immigration. On the last report to the board, we had two confirmed and now we have five confirmed.

We met with the city council in Lind and have received confirmation from the City Council that we have been given consent to bring our Mobile Clinic to Lind for patient care. There is more to come on our location etc. that will be reported next month.

Charlene Morgan CNO
East Adams Rural Healthcare
Ritzville, WA 99169

Job Openings

Department	Job Opening	Date Open	Status	Notes
Therapy	Speech Language Pathologist	05/01/2022	Filled	Candidate signed offer letter will start 08/01/2023
Imaging	Per Diem Rad Tech	08/08/2022	Open	Adjusted job posting on Ziprecruiter 12/12/2022 Per Diem Rad Tech hired 3/15/2023
EMS	EMT	08/31/2022	Open	EMT class starting February 2023 3 in the EMT class. EMT class completed, new graduates have yet to pass National exam. 2 potential applicants from Ziprecruiter to be interviewed week of 5/22/23
Facilities	Maintenance Tech	10/10/2022	Open	Reviewing applications and contacting applicants for interviews
Nursing	RN (2)	10/01/2022	Open	Reviewing applications and contacting applicants for interviews
Clinic	LPN OR MA-C (1)	10/01/2022	open	Hired LPN and MA-C to start mid-June 2023. Have internal candidate who will test for MA-C in June. Will hire after certified.
Nursing	Day Shift NAC (2)	03/22/2023	Open	Passport Nursing contract signed, 2 RNs will be on-site in November
Nursing	NOC Shift NAC	03/25/2023	Open	Reviewing applications and contacting applicants for interviews
Administration	CFO	03/31/2023	Open	Interim started 4/3/23, contracted with placement company. Interviews/on-sites are scheduled.
Facilities	Temp Housekeeper	04/21/2022	Open	2 employees out on FMLA, looking for temp position, 3 month minimum then staying on as PRN after both FT employees return. 2 interviews to be conducted 5/16/23
EMS	EMS Manager	02/09/2023	Open	6 applicants, interviews to be conducted as soon as possible.

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

1. INTERVAL OF REPORTING PERIOD

The Critical Access Hospital Program Evaluation was initiated for review January 2022 through December 2022 to coincide with Critical Access Status.

2. PATIENT PRODUCTIVITY

	2019	2020	2021	2022
Acute Care Admissions	18	15	25	45
Acute Care Discharges	17	15	25	43
Acute Care Days	52	36	75	198
Average Length of Stay	2.88	2.4	2.78	4.4
Average Patient/Day	0.14	0.09	0.21	
Medicare % of Acute Care Days	83%	73%	67%	UTD
Swing Bed Admissions	25	26	26	33
Swing Bed Discharges	18	21	28	UTD
Swing Bed Days	655	1372	1484	1814
Observation Admissions	53	39	41	62
Observation Discharges	53	39	41	
Observation Hours	1130	1986	1144	UTD
Average Length of Stay (hours)	21.32	25.94	27.9	UTD
Emergency Room Visits	1078	1053	1170	1299
Laboratory tests	10,620	14012	14884	
Radiology tests	1302	1333	1316	1521
CT Tests	442	545	533	635
EKG charges	627	782	508	
PT Visits/charges	6884	5210	7905	
Ultrasound	160	152	198	234
MRI tests	35	53	66	75
Ambulance Runs/transport	510	695	761	No Data

Lab: Top 4 procedures performed: CBC, CMP, COVID and Urinalysis.

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

For Radiology: chest x ray, abdomen, pelvis and head CT.

3. VOLUME OF SERVICES UTILIZED

Inpatients, swing beds, outpatient, and observation patient census.
The schedule was continued by local providers and Locum Tenens.

Medicare Admissions

Acute: 36

Swing: 25

Other Admissions

Acute: 8

Swing Bed: 12

Medicaid Admissions

Acute: 1

Swing: 2

Therapy		
2021- 2022 UTD	Outpatient	Inpatient
PT Evals	203	29
OT Evals	65	15
ST Evals	3	0
PT Units Total	6807	764
OT Units Total	9	12
ST Units Total	2	0
Total Evals	271	44
Total Units	6818	776

4. INPATIENT AVERAGE LENGTH OF STAY: UTD

5. FINANCIAL/HUMAN RESOURCES EVALUATION

Patient Services Contracts

See contracted services below, listed for each department

HUMAN RESOURCES

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total Full Time Equivalents	64	67	70
Annual Turnover rate	24%	22%	4%

The District had 24 terminations and 23 new hires in 2022.

6. TRAINING/EDUCATION

Human Resources:

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Care Learning (an online training program) to provide annual employee training. The courses include:

- Abuse & Neglect
- Blood Borne Pathogens
- Combating Medicare Parts C&D Fraud, Waste, and Abuse
- Cultural Competence in the Workplace
- Customer Service
- Electrical Safety
- Emergency Preparedness
- FACTA Red Flags
- Fire Safety
- Hand Hygiene
- Hazard Communication
- HIPAA
- Influenza
- Isolation and Standard Precautions
- Medicare Parts C&D General
- Moving & Lifting
- Patients' Rights
- Population Specific Care-The Adult and Pediatric Patient
- Restraint
- Sexual Harassment
- Slips, Trips & Falls
- TB Prevention
- Workplace Diversity
- Workplace Violence Prevention
- Strategies for the Transgender Population

Infection Control:

- Ongoing with Jackie Mathis RN
- Monthly emails and education
- Hand washing competency observations monthly and annually at skills fair
- MDRO education annually
- Annual MRSA and TB Risk Assessment (now overall MDRO)
- Annual Infection Control Risk assessment tool
- COVID Policies updated as needed with guidance from CDC/DOH
- Outbreak tracking
- Employee Health tracking/ contact tracing/ release to work based on current guidelines
- HAI tracking and trending
- COVID tracking employees/ transfers/ inpatients
- Environmental Rounds at least monthly
- Reporting to all relevant agencies including DOH/QBS/NHSN/CDC
- N95 masking compliance in process of being updated- Jamey Bitton
- Infection Control/ Pharmacy and Therapeutics/ Antibiotic Stewardship committee meetings quarterly- to resume in 2023
- Participation in reporting through QA and Medstaff

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Nursing Education:

- COVID signs/symptoms/medications
- All RNs continue to be compliant with mandatory certifications.
- Procedural Sedation
- Blood administration education
- Transfer paperwork education
- Restraint education and competency
- Death Paperwork educating
- Restraint education
- Nail care education
- EKG companies
- Patient Safe Handling
- Masking education
- PPE education
- BBP
- Abuse
- EMR training

PT Education:

- All Therapists continue to be compliant with mandatory licenses and certifications
- Medicare B and default documentation, visit, and billing expectations
- Gym equipment use, maintenance, and compliance tracking for state
- Medicare requirements for participation
- Patient intake process
- Outcome measures tracking
- Patient chart compliance audits and deadlines
- School therapy standards and participation
- Covid management and operations

Radiology Education:

- 24 continuing education by all staff for CT, 100% Care learning

Medical Records Education

- EPIC Training
- Training provided to new Medical Records Technician
- 100% Care Learning
- Work Place Violence Prevention

MAINTENANCE

- Upgraded Air Handler filtration to a higher Merv rating.
- Implemented improved preventative maintenance program
- HVAC and corresponding filter inventory list created
- Installed new patient beds.
- Installed new Hot Water system in PT building
- New lights installed in business office records storage for improved safety
- Updating auto-lighting relays to newer version
- Contract Compliance and process changes

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Server upgraded for Building Automation
Autologic Building Automation software upgraded to newest version
New Locks and new Key control program for total building lock change out
Oxygen Manifold upgraded for more Oxygen capacity
All fire doors brought up to code (first time post remodel)
Help prep and implement new Mobile Clinic

Lab:

Hired per-diem time Clinical Lab Assistant trained to perform testing and support daily Operations with minimal supervision.
Reviewed, edited and sent all lab policies for approval.
Increased in-house test menu by validating Lipase.
Required Continuing Education completed by individual staff member.
Continued comprehensive COVID collection, test referral and result tracking protocol.
Continued interagency communication protocol related to COVID tracking and Community pandemic management.
Validated ESR (Sed Rate) analyzer that produces 15 minute patient results rather than 1 hour results with the retired method.
Validated in-house COVID testing (two analyzers) to provide necessary testing for symptomatic and acutely patients.
Sold a retired analyzer (\$1,500) that had been mothballed serving no purpose in providing for the healthcare needs of the people of Adams County.

Business Office Education:

EPIC Training
Expanded Cross-training to ensure coverage when staff is out
100% Care Learning
Work Place Violence Prevention

7. HEALTH CARE PROVIDERS/MEDICAL STAFF

Hospital has 24-hour Emergency Department provider services in house.
Credentialing: Done by Bruce Garner.
Active staff: Viavant, Sackmann, McKay, Zuver
Allied staff: Boyer, Noble, Jones, Shapiro, Miner
Peer Review quarterly
Contract with Doc's Who Care to help cover some needs

8. QUALITY OF CARE:

Nursing:

Completed all staff evaluations
Continued with Trauma Registry
Continue with Trauma, Cardiac and Stroke to QA/QI
Reporting for the WRHAP measures.
CMS reporting
ACO reporting

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

GCHA cardiac grant.
Press Ganey- HCAPS
Better Health Together Grants

Med staff QI

Monitoring new areas that are more directed to and by the Providers
Quarterly Peer review
Doing Analysis of: falls, med errors, restraints, deaths, adverse events, transfusion reactions, infection rates, complaints and pediatric
Reporting recommendations to QA.

District QI Committee:

REVIEWED POLICIES:

All reviewed, and appropriately signed by appropriate managers
QA to report Bi-annually in person/ by report monthly to Board Meeting

IMPROVEMENTS:

Reviewed the QI plan.
Education to QA managers
Plan reviewed and approved by members
Monthly PowerPoint reviewed at QA meetings
Meeting minutes more in depth to reflect discussions and PowerPoint presentations
QA reports monthly to Medstaff

STAFFING:

The Departments resumed doing their monthly reporting via PowerPoint, goals are changed and action plans implemented as needed
QA monitoring attendance and the number of departmental reports received, reminder emails sent out at least monthly to encourage participation in QA meeting and PowerPoint slides
2023 new measures going forward

Medical Records:

Medical records employee hired
Improved Document Indexing Workflow
Increased Auditing/Feedback for chart deficiencies
Working with new EMR for streamlined processes
Scanning completed timely to prevent back-log of data

Infection Control:

Reported to the NHSN site
Rounds done at EARH
Participated in the DSHS CAH survey
Hand washing observations
Monthly Environmental Rounds
COVID tracking/ policy updates
Employee health tracking/ reporting
IP education and monthly meetings for IP and Rural IP
TASP participation for IP and AMS

Maintenance

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Attended QA monthly meetings
Fire drills
Generator testing

Lab

Integral role in Incident Command and Crisis Management
Integral role in Adams County Emergency Management Response
Continued Improvement through QA committee participation and internal Continuous Improvement Plan, identifying area(s) of concern whether they be pre analytical, analytical or post analytical processes.

Radiology:

QA Credentialing and refined services provided
Pain injection procedure modality implemented

Compliance:

Continued to meet monthly.
Issues brought up and resolved
Monitoring issues for re-occurrence
QA director took over for former CNO
HIPAA investigations reported and resolved
Charting compliance continues to be monitored
Compliance hotline to be live in 2023 via Ethicspoint

IT:

Completed the Security Risk Assessment
Masters HIPAA training.
ACO training to pull numbers

Business Office:

Reduced overall A/R even with implementation of EPIC
Overall reduction of preventable denials
Monthly balancing and closing process consistently improved and closed at goal or ahead of goal

Maintenance:

Attended QA and Safety meetings monthly
Generator testing weekly with once per month "load" testing.
Fire Drills quarterly for all shifts
Hot Water Monitoring on a bi-weekly basis
Daily safeties walk thru of all hospital and clinic spaces
Water Quality Testing
Implementing new PM protocols and processes
Continued education for Building Automation Systems software operations
Capital equipment evaluations
Revise BioMed agreement to include "all" biomed items for Hospital, Clinic and Physical Therapy

9. SAFETY

Training and Protocols

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

- Conducted a significant all staff ***“Active Shooter and Self Defense”*** training event
- Elections held for new safety committee
- Safety, Workplace Violence, Accident Prevention Programs evaluated with policy updates.
- Departmental Hazard surveys and Job Safety Analysis completed
- Facility Hazard assessment completed
- Transitioning/defining committee chairman roles, delineation of responsibility with new Facilities Manager (Todd Nida)

Recognition

- Awarded by WSHA as a Washington State ***“Safety Top Performer”*** with a \$2,000 award and plaque given for the third consecutive year.

10. NEW EQUIPMENT

Ensure all new equipment was processed into the BioMed program and meets all requirements

Monitors for the ER

RFA machine

New beds for the hospital

Therapy – Keiser, NuStep, SciFit, Parallel Bars, School Therapy Gym

11. INFECTION CONTROL Improvements

EARH continue as a “low risk TB status” from Adams Co Health Dept.

All COVID Policies written and updated as needed

Participation in UW TASP for Antibiotic Stewardship

Continuing education

Monthly and weekly WSHA/DOH IC webinars

Participation in all on-going COVID and Vaccination calls and webinars

No finding on COVID specific survey/ No findings r/t current IC practices

12. NEW/REVISED POLICIES & PROCEDURES

NURSING

Reviewed policies current that were due for review.

Safe Patient Handling

Paxlovid

Patient Status Guidelines for Admissions

CBG Blood Glucose-Nova Max

Evusheld mAb Infusion

Storovimab

Drug Product

Adverse Drug Reaction Reporting

On-Call Pharmacy

Medication Recall

TNK-ase

Dobutamine

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

- Lidocain Hydrochloride
- Swing bed assessment/Alert Charting
- ER Outpt medication packs
- Rengen-Cov administration
- Blood and Blood derivative administration
- Blanket warmer temp
- Controlled Substance accountability ER
- Discharging patients
- Nursing services-Swingbed
- Medical Screening
- Post-fall huddle
- Restraints

Lab

- Reviewed, revised and sent all lab polices for Medical Lab Director Approval.
- Created job description for "Technical Consultant"
- Revised and sent all IQCP (Integrated Quality Control Program) for Medical Lab Director approval.

Infection control

- Reviewed all policies
- Polices updated as needed.
- COVID policies and procedures updated frequently
- Employee Health updated

Medical Records

- Legal Medical Record
- Amendments to Health Information
- Employee Access to Protected Health Information
- Patient Requests for Record Amendment
- Security of Hospital Records
- Medical Records Retention and Destruction

Maintenance

- All policies reviewed
- Policies updated and edited as required
- New Elevator Recall policy
- New Elevator Service Policy
- New BioMed Medical Equipment Management Plan Policy
- New Wheelchair Policy
- New Ancillary Dept Cleaning Policy

Radiology:

- All policies reviewed
- Appropriate dose before/after scan
- Technologist to change dose
- Dose retrieval policy
- Protocol to change policy

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

CT Education
Scan re-Take policy

IT:

Reviewed all policies.

Business Office

Registration Verification of Insurance and Authorization for Non-Emergent Outpatient Services
Charity Care & Financial Assistance (updated to reflect new RCW)
Tuberculin Skin Testing
Appointment Cancellation, No Show and Late Arrival

PT

Patient Scheduling
Outpatient Therapy Cleaning
Harris Documentation
Hydrocollator Compliance
New Patient Intake
COVID Screening – Outpatient Therapy
Physical Therapy Chart Audit

13. COMMUNITY SERVICES

District Website
Facebook
Care-A-Van
Education via community forums and social media
Community Blood Drive
Food Drive
Ritzville Parade
Ambulance at all football games - Middle school, Junior Varsity and Varsity - Ritzville, Lind and Washtucna
Sail
Cardiology at clinic
Pain management services
Annual Wellness visits
Chronic Case Management Visits
Social service outreach
Members of Reach
Members of Adams County Health Collation
EARH/ LRS events back to school community event
Lifeflight Santa fly-over
Mobile Clinic Implementation

14. IMPROVEMENTS IN 2022

NURSING:

New IV pumps and poles
New recliners for inpatients and swing patients
Hired two new PP USA to start late 2023

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

- Implementation of new EMR
- Two full time CAN hired
- New position House Supervisor hired

INFECTION CONTROL

- Reported to the state all information
- Continue with routine reporting to NHSN
- Excellent participation in all COVID related calls and meeting
- Improve communication between IC and other departments
- Monitor areas that were found deficient by surveyors for excellent compliance in 2022
- Employee Health Files brought up to date on continuous basis
- Vaccine status continue to be monitored

MAINTENANCE

- Upgraded Air Handler filtration to a higher Merv rating.
- Implementing improved preventative maintenance program
- HVAC and corresponding filter inventory list created
- Installed new patient beds.
- Installed new Hot Water system in PT building
- New lights installed in business office records storage for improved safety
- Updating auto-lighting relays to newer version

Lab: Continuous improvement for the following processes introduced during COVID-19

Pandemic

- Continuous improvement COVID standing order process
- Continuous improvement COVID collection process to include drive through/curbside collection
- Continuous improvement interagency communication and response related to pandemic management
- Continuous improvement laboratory internal infection control Processes

Medical Records

- Improved workflow for records indexing
- Improved workflow for Release of Information

Radiology:

- See attached EOY report

IT:

- New computers
- New monitors
- New server
- New switches

Business Office:

- Ongoing and regular maintenance of the CAH charge master.
- Improved "first pass clean claim rate"
- Reduced % of A/R Greater than 120 days and older.

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Improved service authorization rate, reducing claim denials due to lack of authorization.
Improved registration accuracy rates.

15. COMPLIANCE

Business Office:

Support and provide CFO with timely response to EARH, Board, State and Federal inquiries and audit information requests
Ensure policies, procedures and workflows tie to the end goal complying with WA State, CAH and CMS requirements.
Continual tracking and monitoring Key Performance indicators.

16. CONTRACTED SERVICES

Nursing:

Gretchen Millard RD
Medication review
Pyxis
OMNI
Assured Home Health and Hospice
Food Services of America
Language Link
Life Net Health NW
Press Ganey
Lincare
Passport
Holistic Pain
Love Staffing
Cardiology
Ethics Point

Lab:

One Staff-Temp Services
Health Carousel-Long term placement service
Labcorp Reference Lab
CellNetix Pathology Group
Abbott
Siemens
Quidel
Alcor Scientific
MedTox
Hemochron/Werfen
Federal Express
Ortho Diagnostics (Vitros)
Sysmex
Vitalant-Blood services
Hellmer-Blood bank refrigeration

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Fisher
Policy Stat
BIORAD
WA DOH-Laboratory Survey and Oversight
API-proficiency testing

PT:

Client - Lind Ritzville School District (PT, OT, ST)
PRN Coverage - St. Luke's Rehabilitation (PT, ST, and OT)
Regular Staffing - OT Dorcey Earle

Radiology:

Inland Imaging
Toshiba m(Canon)
Nuvodia
Swissray
MRI

Maintenance:

Multi Medical Service-BioMed
A and L compressed gas- medical gases
Western Equipment Caterpillar-generator service
IEFP Sprinkler system – Hospital
Remedi8 – fire door and damper inspections
BSD Mechanical-Backflow inspections
Ecolab laundry supply
AlSCO Linen Services
Intermountain Biomedical services testing-piping
Senske Services pest control
Inland Empire Fire Protection Sprinkler-system testing
Performance Systems Integration extinguisher services
Standard Plumbing Heating Controls HVAC
Control Solutions Northwest (Fire Alarms Testing)
NVRC – Medical Records Storage
Access Document Management – Shred Services
Legacy Equipment – PT Generator
Connel Oil - diesel
Ferrel Gas – propane
Standard Plumbing Heating Controls
Control Solutions Northwest (EACC)
NVRC – Medical Records Storage
Connel Oil - diesel
Ferrel Gas – propane
Otis – elevator
CDSI – biohazard waste disposal

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Business Office:

Medworx
RelayHealth
Shredder
Emdeon
Samaritan Healthcare
Harris
Ability
Beacon Management LLC
Waystar
PARA Healthcare Analytics

IT:

Stanford (Practice Partner)
Tech Time
Tierpoint Practical Solutions
Lifeline Inc.
Next Gen
Careoptimize
EAP consulting
Harris/Quadramed
Datapro Solutions
Know-be-4

QA:

Dr. Kerr Medical Staff peer review
WSHA
Signify-ACO
Comagine-HQIC

Clinic:

Inland Cardiology
Cancer Care Northwest
Northwest Oral Health
Holist Pain
Aion Women's Health
Sleep Lab
Docs Who care

ER:

Locum Tenans
Docs Who Care

Admin:

Stamper Ruben PS,
WSP
Gemini Diversified
Policy Stat

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Deaconess and Sacred Heart
Sandy Johnson, Johnson Law Group
DZA
Carelearning

Medical Records:

Samaritan Healthcare is used for all outpatient and inpatient coding and billing edits.
3M

17. Goals for 2023:

General

Increase admission rate for acute and observation with more intense education to staff and providers to allow for higher acuity patients.
Increase outpatient volumes.
Reach out to community and surrounding healthcare organizations to provide education on services we offer here.
Implement leadership goals and measurement tools.
Develop turnover benchmarks.
Develop and implement customer service training.
Increased mobilization of Mobile Clinic

Proficiency in EMR

Additional areas of service

Increase new nursing staff

IT:

Support new EMR

LAB:

- Explore options to increase in-house test menu where testing improves patient quality care while remaining revenue neutral or potentially revenue positive.
- On-going process and quality improvement through:
 - Self-inspection
 - Continuing Education and Training
 - Quality Control management
 - Adequate staffing and role definition

Business Office:

Quarterly All Staff Revenue Cycle Meetings – Remote billers on-site for this, expanded training provided.
Net A/R Days: 60
Fully staffed department, with adequate cross training.
Support new business lines.
Display proficiency and profitability to warrant additional registration staff.

EAST ADAMS RURAL HEALTHCARE
CAH PROGRAM EVALUATION
2021

Expanded training for billing staff for CAH/RHC billing requirements.



East Adams Rural Healthcare

903 South Adams
Ritzville, Washington 99169
509-659-1200

CEO Report to the Board

Board of Commissioners
East Adams Rural Healthcare
May 24th, 2023

This past month we were able to take a moment to take care of our own. During Hospital Week, we celebrated the health of our staff with food fun and even meditation and massage. The activities were a hit and we had record turnout at the BBQ. We are fortunate to have so many dedicated people taking care of our community.

Recruitment is a significant focal point at this time. We have an open search with Jackson Search Consultants for a Physician Assistant or Nurse Practitioner to fill the position left open with Julietta's resignation. They are gathering and screening applicants at this time. We are also trying to bring in locum providers to assist with staff vacancies, time off requests, increased volumes, provider documentation and training for EPIC. In addition, our search for a Chief Financial Officer continues. On site interviews are scheduled the end of May and early June. We anticipate a decision possibly the first or second full week of June. Renee Taylor, Interim CFO, continues to do a great job. She has gained access to many of the areas needed, but the older systems continue to be challenging. These difficulties are expected to continue throughout the year as we slowly work our way out of the old systems and into the new. Jared Oscarson is on site this week interviewing candidates for the EMT and the EMT Manager Role. He will also be presenting at the board meeting some information on staffing and progress in that department.

We continue to have challenges to work out with EPIC. We have made some progress in with provider training as well as accounts being processed. However, there is still a very significant need for training which is forthcoming. We are also working to retain a 3rd party EPIC trainer to assist our staff in person.

We presented the Mobile Clinic to the Lind City Council and community member that attended including tours of the vehicle. It was very well received and the majority of those in attendance asked when we could start services. With the overwhelming support of those community members and the positivity of the Lind Lions club, we will be starting services this summer as soon as a location and schedule can be determined.

Lastly, Commissioner Walker and I attended Regional Governance at Pillar Rock County Club on May 16th hosted by Samaritan Hospital. There was a great panel presentation on "The Board's Role with All Aspects of Construction Projects" with presenters Jody Carona, Matt Ellsworth and Joe Kunkel. It was a large group and was very well received.

As always, it is a privilege to serve the board and our community.

Respectfully,

Corey Fedie, CEO

FINANCE COMMITTEE AGENDA
Adams County Public Hospital District #2
May 24, 2023

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: NA
- IV. Review of Warrants & Vouchers: March/April 2023
- V. Financial Statements: March 2023
- VI. Additional Information
- VII. Adjourn

EARH	Check Number	Vendor Name	Check Date	Check Amount	Purpose
	65820	V00030--A-L COMPRESSED GASES	4/3/2023	808.55	Medical Supplies
	65821	V00012--Access Information Protected	4/3/2023	182.26	Billing Expense
	65822	V00027--AFLAC	4/3/2023	924.88	Employee Benefit
	65823	V00040--ALSCO	4/3/2023	1,786.59	Laundry Expense
	65824	V00043--Amanda Osborne	4/3/2023	1,802.20	Employee Reimbursement
	65825	V00056--AMERISOURCEBERGEN	4/3/2023	13,843.89	Pharmaceuticals
	65826	V00062--Armada Corp	4/3/2023	308.08	Billing Expense
	65827	V00078--Backus Marketing & Design	4/3/2023	822.50	Marketing
	65828	V00116--Canon Medical Systems	4/3/2023	8,383.14	Imaging Expense
	65829	V00118--Capital Inventory	4/3/2023	521.88	Pharmaceuticals
	65830	V00692--Charlene Morgan	4/3/2023	242.81	Employee Reimbursement
	65831	V00137--Clearwater Springs	4/3/2023	303.63	Water Expense
	65832	V00165--Daniel Crisp	4/3/2023	147.50	Employee Reimbursement
	65833	V00166--DATAPRO SOLUTIONS INC	4/3/2023	7,597.93	IT Network Expense
	65834	V00725--Desimone Consulting, LLC	4/3/2023	10,667.00	Contract Staff
	65835	V00713--Diamond Healthcare Communications	4/3/2023	240.72	Billing Expense
	65836	V00192--DTG Medical Electronics, Inc.	4/3/2023	3,020.48	Medical Equipment
	65837	V00196--EARH INSURANCE & PENSION	4/3/2023	15,508.72	Employee Benefit
	65838	V00199--ECOLAB	4/3/2023	94.89	Equipment Lease
	65839	V00729--Escamilla, German	4/3/2023	150.00	Employee Reimbursement
	65840	V00206--Evco Sound and Electronics	4/3/2023	453.60	Plant Operation
	65841	V00212--Family Support Registry	4/3/2023	92.76	Garnishment
	65842	V00220--FIRST CHOICE HEALTH	4/3/2023	64.00	Employee Benefit
	65843	V00221--FISHER HEALTHCARE	4/3/2023	206.92	Medical Supplies
	65844	V00229--Globalstar	4/3/2023	1,325.80	Telecommunications Expense
	65845	V00234--Gretchen Millard	4/3/2023	750.00	Dietician Expense
	65846	V00242--HEALTH FACILITIES PLANNING	4/3/2023	6,139.60	Billing Expense
	65847	V00727--Health Financial Systems	4/3/2023	800.00	Billing Expense

65848	V00326--MCKESSON	4/3/2023	1,458.49	Medical supplies
65849	V00334--MEDLINE INDUSTRIES, INC.	4/3/2023	522.89	Medical Supplies
65850	V00730--New Horizons Computer Learning Centers, Inc	4/3/2023	3,362.00	Education & Training Classes
65851	V00375--OMNI STAFFING SERVICES, INC.	4/3/2023	19,047.85	Contract Staffing
65852	V00682--Onestaff Medical, LLC	4/3/2023	11,918.00	Contract Staffing
65853	V00381--OWENS & MINOR	4/3/2023	1,746.04	Medical Supplies
65854	V00621--Pacific Office Automation	4/3/2023	123.12	Information Technology Expense
65855	V00383--Pacific Office Automation INC	4/3/2023	1,141.94	Information Technology Expense
65856	V00409--POSITIVE PROMOTIONS INC	4/3/2023	5,796.48	Employee Relations Expense
65857	V00422--Quadient Finance USA, Inc	4/3/2023	173.00	Postage Machine
65858	V00440--RITZVILLE JOURNAL	4/3/2023	54.50	Advertising
65859	V00447--RLDatix	4/3/2023	258.55	Dues & Subscription - Admin Expense
65860	V00459--SAMARITAN HEALTHCARE	4/3/2023	993.52	Billing Expense
65861	V00480--SPHC Service	4/3/2023	428.18	Plant Operations
65862	V00487--STAPLES	4/3/2023	1,581.82	Office Supplies
65863	V00683--State Tax Commission	4/3/2023	655.00	Employee Tax Expense
65864	V00638--SunRX	4/3/2023	5,940.00	Pharmaceuticals
65865	V00504--Swissray Customer Care, LLC	4/3/2023	2,000.00	Imaging Expense
65866	V00702--Theory Hive LLC	4/3/2023	10,000.00	EMS Counseling
65867	V00536--US Foods	4/3/2023	1,339.92	Dietary Expense
65868	V00541--VIAVANT, PETER	4/3/2023	7,875.00	Contracted Staffing
65869	V00556--Washington Hospital Services, Inc.	4/3/2023	4,567.48	Plant Operations
65870	V00571--WAYSTAR	4/3/2023	79.56	Cycle Revenue Expense
65871	V00030--A-L COMPRESSED GASES	4/13/2023	333.58	Medical Supplies
65872	V00009--ABILITY NETWORK INC	4/13/2023	1,269.71	Billing Expense
65873	V00018--ADAMS COUNTY AUDITOR	4/13/2023	75.50	Licensing
65874	V00040--ALSCO	4/13/2023	1,924.68	Laundry Expense
65875	V00056--AMERISOURCEBERGEN	4/13/2023	5,855.44	Pharmaceuticals
65876	V00733--Architects West	4/13/2023	3,661.00	Plant Operations
65877	V00077--AVISTA UTILITIES	4/13/2023	45.77	Utilities Expense

65878	V00092--BI COUNTY LITTLE LEAGUE	4/13/2023	75.00	Donation Expense
65879	V00731--Bracco Diagnostics, Inc	4/13/2023	24,786.32	Imaging Expense
65880	V00116--Canon Medical Systems	4/13/2023	744.75	Imaging Expense
65881	V00131--CENTURYLINK	4/13/2023	1,784.32	Telecommunications Expense
65882	V00692--Charlene Morgan	4/13/2023	85.72	Employee Reimbursement
65883	V00139--COBRA Management Services, LLC	4/13/2023	792.00	Employee Benefit
65884	V00140--Colene Hickman	4/13/2023	345.26	Employee Reimbursement
65885	V00142--COLUMBIA BASIN HERALD	4/13/2023	812.00	Advertising Expense
65886	V00149--Connell Oil	4/13/2023	1,532.71	Plant Operations
65887	V00156--COVERYS	4/13/2023	16,920.00	Insurance Expense
65888	V00171--DENNY'S 6870	4/13/2023	128.06	EMS Expense
65889	V00183--DINGUS, ZARECOR & ASSOCIATES PLLC	4/13/2023	4,000.00	Auditors
65890	V00213--FARMER BROS CO	4/13/2023	103.21	Employee Relations
65891	V00218--FERRELLGAS	4/13/2023	1.87	Medical Supplies
65892	V00219--FIRST AVENUE STORAGE	4/13/2023	580.00	Plant Operations
65893	V00220--FIRST CHOICE HEALTH	4/13/2023	64.00	Employee Benefit
65894	V00221--FISHER HEALTHCARE	4/13/2023	686.74	Medical Supplies
65895	V00648--G&M Love & Care Staffing LLC	4/13/2023	7,037.82	Contract Staffing
65896	V00608--Gilmore, Pamela	4/13/2023	479.49	Employee Reimbursement
65897	V00253--Hospital Services Corporation	4/13/2023	2,948.20	Credentialing/Enrollment Expense
65898	V00633--Hunt, Dorcey	4/13/2023	283.84	Employee Reimbursement
65899	V00256--Huron Consulting Services, LLC	4/13/2023	5,606.24	Plant Operations
65900	V00264--INLAND IMAGING BUSINESS Associates, LLC	4/13/2023	2,166.52	Imaging Expense
65901	V00291--Kelley, Beverly	4/13/2023	23.01	Patient Refund
65902	V00310--LIND CHAMBER OF COMMERCE	4/13/2023	25.00	Donation Expense
65903	V00334--MEDLINE INDUSTRIES, INC.	4/13/2023	6.32	Medical Supplies
65904	V00356--NextGen	4/13/2023	9,865.72	EMS Expense
65905	V00359--NORCO INC	4/13/2023	238.50	Medical Supplies
65906	V00367--Nuance Communications, Inc	4/13/2023	291.61	Telecommunications Expense
65907	V00375--OMNI STAFFING SERVICES, INC.	4/13/2023	25,273.24	Contract Staffing
65908	V00619--Pacific Office Automation	4/13/2023	62.27	Information Technology Expense

65909	V00383--Pacific Office Automation INC	4/13/2023	108.00	Information Technology Expense
65910	V00646--PARAREV	4/13/2023	4,500.00	Information Technology Expense
65911	V00393--PC Connection Sales Corporation	4/13/2023	4,423.05	Information Technology Expense
65912	V00599--Ricoh	4/13/2023	239.76	Copier/Fax Expense
65913	V00439--RITZVILLE HARDWARE	4/13/2023	240.39	Plant Operations
65914	V00445--RITZVILLE TIRE COMPANY	4/13/2023	99.32	Plant Operations
65915	V00487--STAPLES	4/13/2023	80.15	Office Supplies
65916	V00487--STAPLES	4/13/2023	652.40	Office Supplies
65917	V00495--Statewide Publishing	4/13/2023	701.00	Advertising
65918	V00672--Sysmex America, Inc.	4/13/2023	6,654.96	Lab Expense
65919	V00505--Target Solutions Learning LLC	4/13/2023	702.00	Educational Classes
65920	V00732--The Drain Specialists	4/13/2023	486.00	Plant Operation
65921	V00513--The USF Group, Inc.	4/13/2023	2,481.03	IT Expense
65922	V00702--Theory Hive LLC	4/13/2023	10,000.00	EMS Counseling
65923	V00523--ULINE	4/13/2023	243.73	Plant Operations
65924	V00534--US Bank Community Card	4/13/2023	1,737.76	Corporate Card - various
65925	V00536--US Foods	4/13/2023	1,388.59	Dietary Expense
65926	V00536--US Foods	4/13/2023	677.95	Dietary Expense
65927	V00550--WALKER, ERIC	4/13/2023	505.38	Patient Refund
65928	V00568--WASHTUCNA, TOWN OF	4/13/2023	159.65	Utilities Expense
65929	V00573--Werfen USA LLC	4/13/2023	957.62	Medical Supplies
65930	V00615--Akins	4/25/2023	179.69	Dietary Expense
65931	V00040--ALSCO	4/25/2023	713.24	Laundry Expense
65932	V00043--Amanda Osborne	4/25/2023	154.45	Employee Reimbursement
65933	V00056--AMERISOURCEBERGEN	4/25/2023	1,467.09	Pharmaceuticals
65934	V00077--AVISTA UTILITIES	4/25/2023	9,311.42	Utility Expense
65935	V00601--Basic Benefits	4/25/2023	53.48	Employee Benefit
65936	V00088--Beacon Management, LLC	4/25/2023	3,514.50	Fax Expense
65937	V00677--Best Western - Bronco Inn	4/25/2023	1,029.51	Employee Temporary Housing
65938	V00095--BIORAD	4/25/2023	768.83	Imaging Expense
65939	V00103--Bright Light Solutions	4/25/2023	350.00	Advertising

65940	V00735--Brown, Kathy	4/25/2023	98.79	Patient Refund
65941	V00116--Canon Medical Systems	4/25/2023	5,545.80	Imaging Expense
65942	V00123--CAREFUSION	4/25/2023	2,324.16	Pharmacy
65943	V00614--CellNetix Pathology, PLLC	4/25/2023	200.00	Lab Expense
65944	V00133--Change Healthcare	4/25/2023	459.59	Billing Expense
65945	V00166--DATAPRO SOLUTIONS INC	4/25/2023	12,637.57	IT Network Expense
65946	V00191--DT Micro	4/25/2023	1,155.00	Broadband Expense
65947	V00194--EAP Consulting L.L.C.	4/25/2023	4,550.00	Information Technology Expense
65948	V00196--EARH INSURANCE & PENSION	4/25/2023	15,572.67	Employee Benefit
65949	V00203--EMPLOYEE FUND	4/25/2023	77.00	Employee Benefit
65950	V00212--Family Support Registry	4/25/2023	92.76	Garnishment
65951	V00220--FIRST CHOICE HEALTH	4/25/2023	27.80	Employee Benefit
65952	V00221--FISHER HEALTHCARE	4/25/2023	9,700.41	Medical Supplies
65953	V00221--FISHER HEALTHCARE	4/25/2023	658.30	Medical Supplies
65954	V00609--Hanson, Nina	4/25/2023	125.00	Training Instructor Expense - EMS
65955	V00595--Health Carousel	4/25/2023	30,556.86	Contract Staffing
65956	V00243--Health Physics Northwest	4/25/2023	1,641.01	Therapy Expense
65957	V00345--Heritage Imaging	4/25/2023	8,166.41	Imaging Expense
65958	V00251--Holistic Pain Management of Colorado LLC	4/25/2023	63,305.00	Pain Clinic Expense
65959	V00645--Integrative Health Centers, Inc	4/25/2023	95.00	Behavioral Health Expense
65960	V00277--Johnson Law Group	4/25/2023	2,500.00	Legal Expense
65961	V00698--KNB Fire	4/25/2023	550.11	Plant Operations
65962	V00644--Kylie Buell	4/25/2023	76.11	Employee Reimbursement
65963	V00257--Laboratory Corporation of America Holdings	4/25/2023	4,992.26	Lab Expense
65964	V00316--LocalTel Communications	4/25/2023	200.70	Telecommunication Expense
65965	V00323--Mathis, Jacqueline	4/25/2023	30.00	Patient Refund
65966	V00326--MCKESSON	4/25/2023	697.92	Medical Supplies
65967	V00332--MEDICATION REVIEW	4/25/2023	10,057.66	Pharmacy Expense
65968	V00695--MultiCare Health System	4/25/2023	194,843.15	EPIC Project Management
65969	V00356--NextGen	4/25/2023	7,967.06	EMS Expense
65970	V00369--ODESSA MEMORIAL HEALTHCARE CENTER	4/25/2023	207.51	Pharmaceuticals

65971	V00375--OMNI STAFFING SERVICES, INC.	4/25/2023	61,669.19	Contract Staffing
65972	V00682--Onestaff Medical, LLC	4/25/2023	8,570.00	Contract Staffing
65973	V00381--OWENS & MINOR	4/25/2023	2,117.13	Medical Supplies
65974	V00381--OWENS & MINOR	4/25/2023	681.60	Medical Supplies
65975	V00621--Pacific Office Automation	4/25/2023	149.27	Information Technology Expense
65976	V00400--PETTY CASH - C	4/25/2023	77.80	Medical Supplies
65977	V00401--PHD UNEMPLOYMENT COMPENSATION	4/25/2023	254.00	Workers Unemployment Insurance
65978	V00402--PHD WORKERS COMPENSATION	4/25/2023	8,467.00	Workers Compensation Insurance
65979	V00403--PHYSICIAN INSURANCE	4/25/2023	10,800.52	Insurance Expense
65980	V00620--Providence	4/25/2023	2,875.00	TeleHealth Expense
65981	V00436--RITZVILLE DRUG	4/25/2023	52.44	Pharmaceuticals
65982	V00440--RITZVILLE JOURNAL	4/25/2023	3,106.50	Advertising
65983	V00446--RITZVILLE, CITY OF	4/25/2023	2,126.07	Utilities Expense
65984	V00459--SAMARITAN HEALTHCARE	4/25/2023	4,795.08	Billing Expense
65985	V00734--Schoesler, Gary	4/25/2023	50.00	Patient Refung
65986	V00487--STAPLES	4/25/2023	343.50	Office Supplies
65987	V00487--STAPLES	4/25/2023	46.54	Office Supplies
65988	V00632--Tech Direct Imaging	4/25/2023	1,620.00	Imaging Expense
65989	V00517--Todd Nida	4/25/2023	966.47	Employee Reimbursement
65990	V00737--Tyler Dennis	4/25/2023	36.94	Employee Reimbursement
65991	V00536--US Foods	4/25/2023	1,504.07	Dietary Expense
65992	V00540--VERIZON WIRELESS	4/25/2023	1,257.11	Phone Expense
65993	V00579--WHIT	4/25/2023	7,753.89	Insurance Expense
65994	V00724--ZRG Partners, LLC	4/25/2023	18,166.67	Recruitment Expense
65995	V00024--ADAMS COUNTY TREASURER	4/27/2023	10,000.00	Licensing
65996	V00738--Umpqua Bank	4/27/2023	21,491.71	Corporate Card - various
			881,840.15	



903 S Adams Ave.
Ritzville, Washington 99169
509-659-1200

CFO Report to the Board
Board of Commissioners
East Adams Rural Healthcare
April 22, 2023

March Financial Status

East Adams Rural Healthcare's March business resulted in a Net Income of \$538,553, bringing the year-to-date Net Income to 1,037,824. Operations for the month resulted in a gain of \$407,377, and a year-to-date gain of \$645,813. Service delivery in March was high, and is reflected in the total Operating Revenue positive variance of 62% to the monthly budget. March operating expenses of \$1,262,856 exceeded budget by 6%, however, the month's Net Operating Income exceeded budget by \$561,467, a positive variance of 364%. Days cash on hand at March 31, 2023 was 76.

Revenue Collections

Revenue collections for March were \$717,481, which is 33% lower than the preceding twelve-month average of \$952,154. As stated in the February 2023 Financial Overview, it was anticipated that the delayed collection issue would likely impact March, but that April should see an improvement. As a result of higher patient service revenue, Gross Days in AR increased from 153 to 159. Net days in AR decreased from 90 to 85 and continues to decrease as the amount of AR from the hospital and clinic prior to Epic is collected.

Accounts receivable billing and collections activity is monitored daily and discussed with Multicare's revenue team weekly. While still encountering issues, coordination and troubleshooting continue daily to find solutions for gaps in processes.

Expenses

March Total Operating Expenses of \$1,262,856 exceeded budget by 6%, while Year-to-Date operating expenses were in-line with the budget. If operating expenses continue at the same rate in future months, they will exceed budget. Most notably are staff vacancies. As the problem persists, EARH anticipates continued need for contracted staffing which will result in Salary and Wages expense to exceed budget.

Respectfully submitted,

Renée Taylor, Interim CFO

The Three Months Ended March 31, 2023

	Prior Month		Month Ending				Year To Date				Prior YTD	
	2/28/2023	3/31/2023	Current Month Actual	Budget	Variance to Budget	% Variance	YTD Actual	YTD Budget	YTD Variance	% Variance	3/31/2022	Prior Year YTD
Total Gross Patient Revenue	\$ 1,028,288	\$ 1,156,031	\$ 1,438,082	\$ 1,156,031	\$ 282,051	24%	\$ 3,537,324	\$ 3,468,093	\$ 69,231	2%	\$ 3,511,787	
Deductions from Revenue	(301,145)	142,731	(232,151)		(374,882)	(263%)	(635,637)	428,193	(1,063,830)	(248%)	1,105,730	
Net Patient Service Revenue	\$ 1,329,433	\$ 1,013,300	\$ 1,670,233	\$ 1,013,300	\$ 656,933	65%	\$ 4,172,961	\$ 3,039,900	\$ 1,133,061	37%	\$ 2,406,057	
Other Operating Revenue	29,068	20,833	0	20,833	(20,833)	(100%)	34,509	62,499	(27,990)	(45%)	52,107	
Total Operating Revenue	\$ 1,358,501	\$ 1,034,133	\$ 1,670,233	\$ 1,034,133	\$ 636,100	62%	\$ 4,207,470	\$ 3,102,399	\$ 1,105,071	36%	\$ 2,458,164	
Expenses												
Salary and Wages	517,786	531,605	483,322		(48,283)	(9%)	1,517,090	1,594,814	(77,724)	(5%)	1,376,400	
Employee Benefits	133,043	112,888	163,196		50,307	45%	411,424	338,667	72,757	21%	364,722	
Purchased Services	222,982	227,327	321,775		94,448	42%	737,531	681,981	55,550	8%	428,979	
Professional Fees	36,000	31,740	81,849		50,108	158%	146,173	95,220	50,953	54%	288,670	
Supplies	55,633	73,376	44,490		(28,886)	(39%)	185,983	220,128	(34,145)	(16%)	227,216	
Repairs and Maintenance	2,585	20,853	1,255		(19,598)	(94%)	8,808	62,559	(53,751)	(86%)	56,234	
Utilities	16,549	14,995	26,437		11,442	76%	67,064	44,985	22,079	49%	65,837	
Advertising and Marketing	3,176	8,000	5,060		(2,940)	(37%)	16,082	24,000	(7,918)	(33%)	9,473	
Depreciation	64,723	76,819	64,724		(12,095)	(16%)	194,171	230,457	(36,286)	(16%)	185,062	
Insurance	1,975	15,650	12,523		(3,127)	(20%)	16,525	46,950	(30,425)	(65%)	41,691	
Education/Travel/Dues	47,341	17,280	40,050		22,770	132%	103,377	51,840	51,537	99%	10,148	
Taxes & Licenses	29,634	30,418	29,634		(784)	(3%)	88,902	91,254	(2,352)	(3%)	91,283	
Rent Expense	0	8,106	0		(8,106)	(100%)	3,880	24,318	(20,438)	(84%)	45,685	
Bad Debt Expense	290	1,205	(54,911)		(915)	(76%)	870	3,615	(2,745)	(76%)	14,319	
Other Expenses	3,629	15,199	43,162		(70,110)	(461%)	(30,219)	45,597	(75,816)	(166%)	(141,583)	
Total Operating Expenses	\$ 1,157,222	\$ 1,188,223	\$ 1,262,856	\$ 1,188,223	\$ 74,633	6%	\$ 3,561,657	\$ 3,564,668	\$ (3,011)	(0%)	\$ 3,068,763	
Operating Income (Loss)	\$ 201,279	\$ (154,090)	\$ 407,377	\$ (154,090)	\$ 561,467	(364%)	\$ 645,813	\$ (462,269)	\$ 1,108,082	(240%)	\$ (610,598)	
Non-Operating Income	0	50,000	0	50,000	(50,000)	(100%)	0	150,000	(150,000)	(100%)	35,216	
Grant Revenue	139	17	7,673		7,656	45,035%	332	51	281	551%	242	
Tax Levy Income	130,046	112,631	123,503		10,872	10%	260,504	337,893	(77,389)	(23%)	307,957	
Total Non-Operating Income	\$ 130,185	\$ 162,648	\$ 131,176	\$ 162,648	\$ (31,472)	(19%)	\$ 260,836	\$ 487,944	\$ (227,108)	(47%)	\$ 343,416	
Net Income	\$ 331,464	\$ 8,558	\$ 538,553	\$ 8,558	\$ 529,995	6,193%	\$ 1,037,824	\$ 25,675	\$ 1,012,149	3,942%	\$ (267,183)	

East Adams Rural Healthcare **Adams County Public Hospital District No. 2 Balance Sheet**

As of March 31, 2023

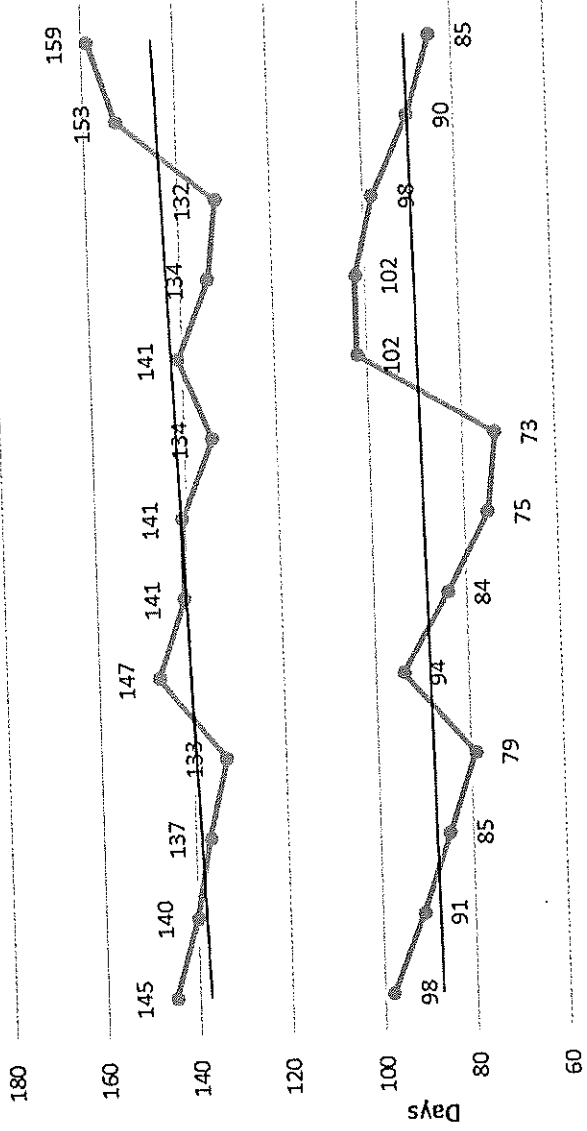
Reporting Book:

As of Date:

ACCRUAL
03/31/2023

	Month Ending 01/31/2023	Month Ending 02/28/2023	Month To Date 03/31/2023
	Actual	Actual	Actual
Current Assets			
Operating Cash	3,199,342	2,822,378	2,284,724
Patient Accounts Receivable	4,823,218	5,303,472	6,019,407
Allowance for Doubtful Accounts	1,669,534	1,322,516	809,195
Third Party Receivables	444,769	181,907	181,907
Taxes Receivable	218,875	335,544	378,365
Inventory	310,703	340,889	363,054
Reserve for Operations	26,679	26,773	26,882
Reserve for Funded Depreciation	1,872,222	1,878,804	1,886,365
Prepaid Expenses	84,972	69,311	37,167
Total Current Assets	9,311,246	9,636,562	10,368,676
Other Assets			
Property, Buildings, & Equipment	17,596,232	17,596,232	17,596,232
Accumulated Depreciation	(8,790,057)	(8,854,780)	(8,919,504)
Construction in Process	749,889	764,117	764,967
Other Assets	9,556,064	9,505,569	9,441,695
Total Assets	\$ 18,867,311	\$ 19,142,131	\$ 19,810,371
Current Liabilities			
Accounts Payable	268,041	90,890	166,143
Payroll & Related Liabilities	348,944	403,210	423,807
Third Party Cost Report Settlements	168,717	168,717	168,718
Current Portion of Long Term Debt	260,000	260,000	260,000
Other Accrued Expenses	375,426	412,032	416,234
Total Current Liabilities	(1,421,128)	(1,334,849)	(1,434,902)
Long Term Debt			
	(7,432,575)	(7,462,209)	(7,491,844)
Equity from Operations			
	(9,845,802)	(10,013,607)	(10,345,072)
Total Liabilities & Fund Balance	\$ (18,867,311)	\$ (19,142,131)	\$ (19,810,371)

Gross & Net AR Days Mar 2022 thru Mar2023



Gross AR Days
 Net AR Days
 Gross AR Days
 Net AR Days

0 Mar-22 May-22 Jul-22 Sep-22 Nov-22 Jan-23 Mar-23

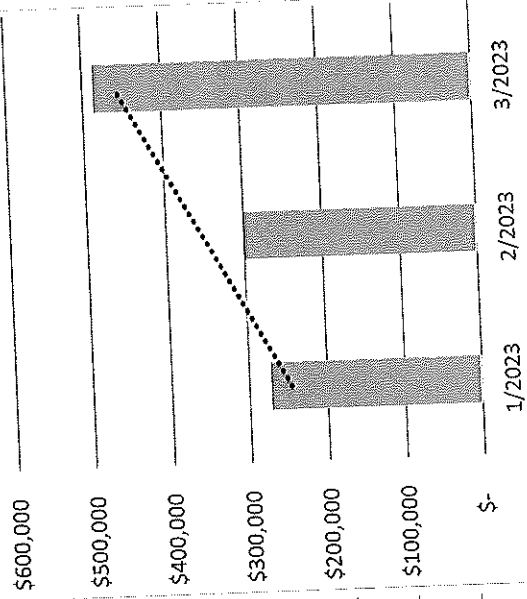
EARH Revenue Collections

12 Month Trend

Month/Year	Total Deposits	Next Gen Clinic	Old EMR Hospital	Grants/Other	Epic-Hospital & Clinic
3/2022	\$ 1,112,421	\$ 113,944	\$ 841,596	\$ 156,881	\$ -
4/2022	\$ 931,309	\$ 69,707	\$ 790,282	\$ 71,319	\$ -
5/2022	\$ 923,732	\$ 95,004	\$ 773,803	\$ 54,924	\$ -
6/2022	\$ 901,380	\$ 54,838	\$ 677,329	\$ 169,213	\$ -
7/2022	\$ 317,038	\$ 22,297	\$ 255,452	\$ 39,289	\$ -
8/2022	\$ 1,815,105	\$ 88,959	\$ 1,693,890	\$ 32,256	\$ -
9/2022	\$ 880,920	\$ 76,139	\$ 733,380	\$ 71,400	\$ -
10/2022	\$ 1,151,127	\$ 77,711	\$ 1,059,172	\$ 14,243	\$ -
11/2022	\$ 783,132	\$ 76,221	\$ 678,305	\$ 28,606	\$ -
12/2022	\$ 894,691	\$ 39,237	\$ 813,945	\$ 41,510	\$ -
1/2023	\$ 1,327,628	\$ 18,412	\$ 539,555	\$ 497,528	\$ 272,132
2/2023	\$ 782,307	\$ 35,875	\$ 154,048	\$ 292,140	\$ 300,244
3/2023	\$ 717,481	\$ 16,923	\$ 48,990	\$ 165,557	\$ 486,011

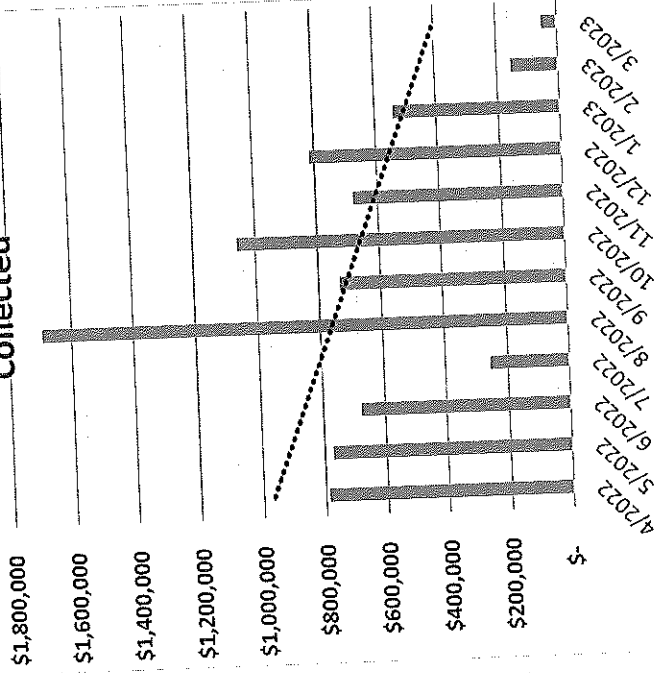
EARH Epic Clinic & Hospital Revenue Collected

Revenue Collected



EARH Hospital Revenue Collected

Collected



EARH Clinic Revenue Collected

