

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2
Meeting of the Board of Commissioners
August 24th, 2022
East Adams Rural Healthcare
Conference Room
Ritzville, WA

- I) Call to Order
- II) Additions or Corrections to the Agenda
- III) Public Comment
 - i) Call for Levy Ballot Language “for and against statements”
- IV) Approval of Minutes-July 27, 2022
- V) Consent Agenda
 - i) Chief Nursing Officer Report
 - ii) EMS Report
 - iii) HR Report
 - iv) Quality Report
- VI) Medical Staff Report
- VII) CEO Report
- VIII) Committee Reports
 - i) Finance Committee
 - (1) Financials – July
 - (2) Approval of Warrants and Vouchers
- IX) Old Business
 - None
- X) New Business
 - i) Standing Agenda Items
 - ii) Handheld Portable Ultrasound Machine Purchase Request
- XI) Public Comment
- XII) Executive Session
- XIII) Next Board Meeting at 5:30 p.m. September 28, 2022
- 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
July 27, 2022

PRESENT:	John Kragt	Chairman
	Eric Walker	Commissioner
	Jerry Crossler	Commissioner
	Dan Duff	Commissioner/Secretary
	Corey Fedie	CEO
	Kimberly Polanco	CFO
	Jennifer Pepperd	Chief Nursing Officer
	Charles Sackmann, MD	Chief of Staff

ABSENT: Stacey Plummer

GUESTS: Matt Ellsworth- AWPHD, Kelly Wiggins

There were no community members present.

John Kragt, Board Chair, called the meeting to order at 5:30 p.m.

INTRODUCTIONS- None

ADDITIONS AND CORRECTIONS

Corey Fedie, CEO had some addendums to the agenda. Executive Session: Medical Staff Credentialing & RCW 42.30.110(g); Review qualifications of an applicant for public employment. Under New Business: Resolution 22-03 EMS Levy.

PUBLIC COMMENT-None

APPROVAL OF MINUTES

The June 22nd Board Meeting minutes were presented. Commissioner Eric Walker made a motion to approve the June 22nd Board Meeting minutes. Commissioner Dan Duff seconded. Motion passed.

CONSENT AGENDA:

John Kragt, Board 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. Sackmann reported that Med Staff had a lengthy yet productive meeting. There were a couple of representatives from Airlift NW that presented information on their services and memberships. They are an additional medical air service that is based in Davenport. Airlift NW is able to provide a higher level of care. Med Staff discussed some equipment that they have requested to be purchased including a split lamp and a Butterfly, which is a bedside ultrasound/bladder scanner that can be used, by providers and nursing staff. Dr. Sackmann said they are getting many COVID cases. You are unable to get Paxlovid at the local drug store so the hospital has been dispensing it out to patients. Commissioner Eric Walker said that the CDC has recommended that Adams County go back to masking. Jennifer said that she has not received any guidance from the health dept. Dr. Sackmann felt that it is wise to mask depending on the group that you are in and the spacing that is involved. Masks are still being used in healthcare facilities. Commissioner Eric Walker asked about signing up for Airlift NW. Dr. Sackmann explained that a patient or family member could sign up on the spot with them. They are all-inclusive and provide a lot of charity care. They are still working on getting ground service as well. Commissioner Eric Walker asked if information would be put on Facebook. Board Chair John Kragt explained that you have to be careful what you put on Facebook because their policy may change. Jennifer explained that other entities will just share the links for the each service. Board Chair John Kragt asked which service would be called first Airlift NW or Life Flight. Jennifer explained that whichever one could be here the quickest however; overall, they will try to split the usage equally. Jennifer also explained that Airlift NW has specialized equipment that allows them to fly in more severe weather conditions that Life Flight will not. Commissioner Eric Walker asked how many flights there were per month. Dr. Sackmann and Jennifer agreed that it varied but on average, it is 8-10.

CEO REPORT- See attached

Corey Fedie, CEO reported that EPIC implementation is still going. There are several staff are involved in this. Information received from the Employee Engagement Survey will be shared later once everything is calculated. Corey reported that the mobile clinic is anticipated to be delivered in two weeks. It will be used for promotional events to start with and then will transition into use as an extension of the medical clinic. Information for the GCHA Regional Governance meeting that will be held on August 16 in Moses Lake was shared with the Board. Corey shared a letter that was received from Life Flight that recognized staff for their quick response when they had to do an emergency landing to pick up blood. Chairman John Kragt asked if we always have a blood supply here. Jennifer explained that we always have four units here for emergent cases and if it is non-emergent the patient is typed and crossed and we go get blood from Vitalant and bring it back. Corey also shared a note that was received by a patient that was in the hospital thanking the staff for the wonderful and competent care she received. Chairman John Kragt asked about the EMT class and was happy to see that 8 out of 9 passed the class. He then asked out of those eight how many were predicted to pass the national test. Jennifer said that she was not involved in the EMT class and does not know what everyone's skill level is. If they pass the national test the four out of the eight that have agreed to sign up for shifts with EARH will get tuition reimbursed. John asked if this increase of passing students was because of the instructor. Jennifer said that it was a new instructor. Corey said that another class would be scheduled soon. Corey said that work is continuing on the Swing Bed program. We are starting to see more patient's in beds.

COMMITTEE REPORTS

Finance Committee- See Attached Report

CFO REPORT - See attached

Kim Polanco, CFO reported that June ended at a net gain of \$385,295 and \$187,097 net loss for the year. There was Medicare revenue from January that reduced deductions. Operations resulted in a gain of \$168,422 for the month and a loss of \$1,006,212 for the year. There is 183 days cash on hand. The Medicare advanced payments have been paid back in full. Board Chair John Kragt asked if all COVID funds are paid back. Corey and Kim explained that they are still holding onto some grant funds in case they are required to be given back. We still have COVID funds that can be used for anything that supports the hospital. John asked how much grant money we were sitting on. Kim estimated that there is approximately \$500,000. There is some equipment that needs to be replaced such as the injector for the CT machine, which is estimated at \$50,000. We could also use some of the funds for the Butterfly machine that Dr. Sackmann spoke of earlier. Kim does not believe any of the funds will have to be given back. We have enough needed items to spend the money. John asked how these funds effect the financials. Kim said that they do not affect the profits and losses. Kim reported that gross AR days decreased by seven days to 133. Net patient accounts receivable days decreased by twelve days to 79. Still higher then we want but they are moving in the right direction. Accounts receivable over 120 days decreased by 3% from May to 40%. Part of that is due to documentation and old systems. There is consistency in our collections. Kim is very confident with our process and staff. John asked how many billers we have. Kelly Wiggins said that we have three billers. John asked Kelly if she was happy with the staff. Kelly said that yes they are seasoned billers. Colene has also provided great leadership and resources for inpatient and swing bed billing. Kelly said that there is a weekly Zoom call with everyone that is very beneficial. John asked if you could track when they are working. Kelly said that right now she can see when they are idle. EPIC will be able to track it more. Kelly said that there is no doubt that they are busy. Kim explained that the financial packet is slim this month because we are currently working out of two systems and she is making sure that everything is matching. Next month all the data will be presented. Kim is happy with the new accounting system. There was a discussion about the new patient beds. Dr. Sackmann suggested that some new televisions be purchased for the rooms. John instructed Corey to purchase some televisions for the patient rooms.

WARRANTS & VOUCHERS: EARH

Commissioner Dan Duff presented the following warrants for approval Accounts Payable Warrants #064260 to #064383 for \$431,821.17 and an additional \$346,055.82 for payroll direct deposits and \$123,521.08 for payroll tax deposits. Commissioner Eric Walker made a motion to approve, Commissioner Jerry Crossler seconded. Motion passed unanimously.

OLD BUSINESS

Board Chair John Kragt would like to at some point figure out if we can get a plan for childcare.

Commissioner Eric Walker reminded everyone of the Hospital Foundation and that they may have some funds to help with the EMS levy. John suggested reaching out to Shelly Kramer.

NEW BUSINESS

Matt Ellsworth, AWPFD presented information regarding the EMS levy guidelines, compliance and political advice.

Resolution 22-03; EMS Levy

Corey Fedie, CEO explained that we are only going for a continuance of the current levy. There was some discussion about the increased assessed valuation.

Board Chair John Kragt read the resolution aloud. Commissioner Eric Walker made a motion to approve submission of a ballot proposition to the voters of Adams County Public Hospital District #2 requesting authorization to levy property taxes to support emergency medical care and services. Commissioner Dan Duff seconded. Motion passed unanimously.

Corey Fedie, CEO provided the Board with the updated Strategic Plan. Commissioner Eric Walker asked if the Board would be having another retreat this fall. Corey explained that Administration would be having a retreat in early October to work on the Strategic Plan and 2023 budget. The Board retreat would be after this so the information can be presented to the Board.

PUBLIC COMMENT-None

EXECUTIVE SESSION

The Board went into executive session at 7:00 p.m. to discuss Medical Staff Credentialing and RCW 42.30.110(g); to review the qualifications of an applicant for public employment. The estimated length of executive session was 15 minutes. The Board came out of executive session at 7:15 p.m. Commissioner Dan Duff made a motion, seconded by Commissioner Eric Walker that Allen Noble be reappointed to the Medical Staff of East Adams Rural Healthcare. Motion passed unanimously.

There was no decision made regarding RCW 42.30.110(g).

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

The meeting was adjourned at 7:16 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
August 24th, 2022

With recent changes in leadership, I have agreed to act as Interim CNO while EARH seeks to find the best solution to fit our specific needs as a unique healthcare system. We are recruiting for multiple positions and hope to find the best solution for our special niche. As we navigate these new waters my goals as interim is to focus on keeping the hospital appropriately staffed, continuing reporting to all of our current grants and regulatory commitments, and making sure the implementation of EPIC as our new EMR remains on time and seamless. I continue to act in my previous role as Quality Director and Infection Preventionist with goals of compliance in reporting to all regulatory agencies while meeting additional responsibilities. Staff thus far has been extremely supportive in this transition with multiple departments coming together to cover openings in staffing, offering additional help, and taking on extra responsibilities to see us through. I am extremely grateful for the team I have around me as we work through this busy time.

We continue to seek additional staff in the nursing departments to meet our current needs and have reached out to multiple nurses in our local area to see if we can establish and foster good relationships to help our staff grow in a way that is meaningful to our local community. We are working on cross training our clinical staff to help with continuity of care and streamline our processes to ensure that all staff is able to provide care across multiple levels. We continue to seek to grow our swing bed program especially with local patients to bring them back to our community and bridge the gap between the hospital and going back home. We are hopeful that with the implementation of the new EMR systems that it will help make East Adams more visible as a discharge option for both our local families and those seeking individualized care. We are continuing to promote the hospital through a variety of marketing avenues including the newspaper and social media posts. The goal is that all of these measures in cooperation with each other will continue to grow all of our programs and make East Adams the choice for care for all of our local residents.

As our innovation continues we are advancing with our EPIC implementation and are on track for a "go live" the second week of November. From a nursing standpoint, we see this as a huge win in assisting with excellent documentation, streamlining the billing process, and providing a great patient portal for better communication with all of our clients. Another exciting avenue is the arrival of our mobile clinic, which will be making its debut at the Ritzville Fair and has been nominated for a Rural Excellence award for providing another avenue of care for our community members who lack transportation and regular access to high quality healthcare. We are excited to be able to provide this service in full capacity in the coming months.

Lastly, we are excited to grow our internal personal development with several internal educational opportunities including our all-staff Active Shooter and Self Defense training happening in early September, our Health Fair mid September, and various other trainings scheduled throughout the rest of the fall.

Thank you for your confidence in my leadership as I serve in this capacity,

Respectfully,

Jacqueline Mathis, Interim CNO

AMBULANCE RUNS JULY 2022								
UNIT	TRANSPORT	EARH	REFUSAL/ NON- INJURY	CANCEL/ UTL	TREAT & RELEASE	OTHER FACILITY	LIFT ASSIST/ Standby	TOTAL
3		1	1					2
4	4	25	8	9		2	4	52
6	5	8						13
7								0
ALL	9	34	9	9	0	2	4	67
UNIT	STARTING MILEAGE	ENDING MILEAGE						TOTAL MILEAGE
3	90486	90548						62
4	159961	161566						1605
6	55929	56649						720
7	23834	23834						0
ALL								2387

2021 YTD Total **_761_** runs

2022 YTD Total runs **408**

53.6% Complete

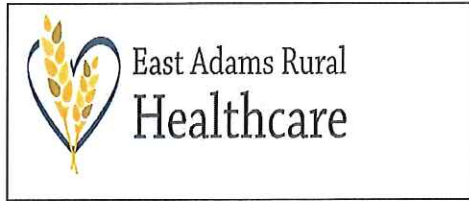
Month 2021 **_71_** runs

Month 2022 **_67_** runs

Increase/Decrease of **_-4_** from

Job Openings

Business Office	Position Title	Posting Date	Status	Work Schedule
Business Office	Health Information Manager	04/01/2023	Filled	Other than regular full time
Business Office	Lead Care Case Nurse	09/01/2023	Filled	Other than regular full time
Business Office	MD	09/01/2023	Filled	Other than regular full time
Business Office	Administrative Tech	02/22/2023	Filled	Call out for 5 applicants to schedule interview, only date interview and starting employment
Business Office	Lead Team Care Navigator/SMH	07/13/2023	Filled	Filled with support RN starting 11/7/2023
Business Office	High Performance	02/02/2023	Filled	1 additional candidate for 7/2023. Applicant will start a temporary position as of 7/2/2023. Will be permanent position as of 7/2/2023. Disposition will start 07/13/2023
Business Office	Facilities Manager	02/07/2023	Filled	Candidate accepted position as of 7/2/2023. Disposition will start 07/13/2023
Business Office	Revenue Billing	04/02/2023	Filled	Candidate operation 5/27/23
Business Office	Medical Specialist	04/23/2023	Filled	Candidate operation 5/27/23
Business Office	Chief Billing	04/21/2023	Filled	Other than regular full time, working on continuation from Manager on previous wage. Candidate accepted and will start operation 03/16/23
Business Office	Executive Assistant	04/07/2023	Filled	2 candidates scheduled for the week of 02/27/23. Candidate will start operation 07/20/23
Business Office	Physical Therapist	02/13/2023	Filled	Signed offer letter, start date August 15, 2023
Business Office	Speech Language Pathologist	02/13/2023	Filled	Signed offer letter, start date August 15, 2023
Business Office	MA-C	02/22/2023	Filled	Candidate started 04/17/23
Business Office	MA-C	07/25/2023	Filled	Filled with PRN, candidate started 10/07/2023
Business Office	MA-C (not shift)	07/26/2023	Filled	Posted and filled with per diem interim candidate
Business Office	Housekeeper	07/27/2023	Filled	Other accepted and candidate will start operation 12/12/2023
Business Office	OT-COTM	07/29/2023	Open	Not currently advertising for position
Business Office	MA-C	07/29/2023	Open	Unable to fill at this time
Business Office	Temporary Lab Assistant	04/02/2023	Open	Filled with interim candidate
Business Office	Hospital Engineer	04/02/2023	Open	Other accepted and candidate will start operation 02/27/2023
Business Office	Health Tech	09/01/2023	Filled	Other accepted and candidate will start operation 02/27/2023
Business Office	MA-C	09/07/2023	Filled	Filled with as MA-C that started 10/12/2023
Business Office	MA-C (not shift)	10/23/2023	Filled	Filled with agency MA-C 02/28/22
Business Office	Biostat	11/11/2023	Filled	Candidate will complete operation 12/12/2023
Business Office	Chief Manager	12/08/2023	Filled	Interim assumed, candidate started 01/27/2022
Business Office	TOB	12/08/2023	Filled	Candidate accepted offer and started 12/20/2023
Business Office	MA-C (not shift)	02/17/2023	Open	PRN, hired MA-C, candidate will start 5/24/23
Business Office	CPT	02/17/2023	Open/Reopen	Other than regular full time, working on continuation from Manager on previous wage. Candidate accepted and will start operation 03/16/23
Business Office	Per Diem Staff Tech	02/23/2023	Filled	Interim 4/2/2022
Business Office	OT-COTM	05/03/2023	Filled	Completed OT will start as SMH employee 06/12/2022
Business Office	PT	05/03/2023	Filled	Applicant signed offer letter, starting 30 days notice to current employer started 7/12/22
Business Office	Speech Language Pathologist	05/03/2023	Open	
Business Office	MA-C (not shift)	04/09/2023	Open	
Business Office	Medication Nurse	07/22/2023	Open	
Business Office	Accounting CSM	07/29/2023	Open	
Business Office	Senior Team Coordinator	08/02/2023	Open	
Business Office	Chief Nursing Officer	08/02/2023	Open	
Business Office	Per Diem Staff Tech	08/02/2023	Open	



MINUTES

East Adams Rural Healthcare

7/27/2022 at 10:30am | Meeting called to order by Jackie Mathis

In Attendance

Jackie Mathis, Jennifer Pepperd, Colene Hickman, Neil Verberne, Tyler Dennis, Nelson McKay, Kim Polanco, Terri Abney, John Kragt, Todd Nida, Dan Crisp, Bruce Garner, Corey Fedie
Missing: Amelia Bernal (patient care), Stacey Plummer, Amanda Osborne (payroll)

Approval of Minutes

No issues with May minutes, located on I drive.

Board

No questions at this time. Board will be given minutes in board meeting packet for approval.

New Business

Continuing EPIC implementation, Safety to resume in August

PowerPoint Manager Reports

PowerPoint was presented for May data. All managers explaining current tracking measures, goals, and action plans. Discussion on current measures, questions asked and answered, and current data documented and previous measures referenced as needed. Highlights from discussion below.

Lab: Auditing all bloodbank paperwork r/t deficiencies found in state lab inspection, focused on training and education to lab staff and nursing staff on proper documentation. Will be ongoing. Monitoring blood cultures, improvement from previous audit with no longer drawing from IV site when possible for integrity of specimen. Issues noted with last audit, nursing education provided, ongoing monitoring with each blood transfusion.

Safety: Regular meetings have resumed. No safety incidents reported in session that met prior to QA meeting today, see safety minutes for additional items discussed at safety meeting. Will resume in August. All immediate needs addressed by Dan and Todd.

Medical records: monitoring charting and documentation discrepancies, percentage of incomplete charts overdue, and days in total discharge not final billed. Improvements in numbers, some outstanding charts which are being monitored on a daily basis for completion.

Most items being corrected on a daily basis on hospital charting with few charts waiting for extended periods of time. See PowerPoint for percentages of outstanding documentation deficiencies by provider. Clinic documentation and Hospital documentation to be accounted for separately when reporting documentation deficiencies for clarity. Continue to make improvements.

Therapy: June numbers were decreased related to number of patients responding to referrals. Continue to have good success at the school. Building issues resolved, some space needs continue to be in progress for action plans. Goal for retention and successful follow through of referrals is 75% with action plan in place to hit this goal including tracking, implementing a policy to connect with patients, and returning calls to providers for follow-up. New PT hired and has started. Seeking contract for acute ST.

Patient Safe Handling: No falls in previous month, slide updated, no referrals to SPH for month of June. Continuing to audit for completion of admit paperwork.

Radiology: See PowerPoint for data, continuing to meet goals, seeing less billing discrepancies than previously.

Maintenance: Continuing on measures for 2022. Goals being met, no additional action items at this time. All maintenance requests being worked on, in compliance for all state findings with continuation of measures put in place for POC. Checklists being completed timely. Fire drills completed as regulated.

Dietary: All goals were met, Dietician is reporting monthly inspections, RD checks, no issues found. Some weight changes with residents, however were not unexpected r/t goals and changes in life stages. No QMM or dietary issues identified.

SS: Continuing with weekly care planning meetings. All referrals being monitored and discussed going forward at weekly. All required meeting completed for June and care plans updated.

IT: PowerPoint slide was updated, reported on projects currently in the works including the implementation of Windows 10 to all facility computers to replace Internet Explorer. Huge goals for Epic implementation, working through IT tickets and focusing on implementation success.

Nursing reported statistics, please see PowerPoint for specifics. No use of restraints reported, all blood transfusions spot checked for completeness by lab staff for their state POC compliance, no CVA for the month. All deaths are reviewed by Medstaff in peer review quarterly by Dr. Anderson in August meeting. Organ procurement paperwork completed as needed on ongoing basis, 0 June ED deaths. Continuing chart audits and education as needed on excellent documentation of ASA given and actual EKG time for appropriate patients See PPT for current numbers. No nursing findings related to QA, but will continue to monitor ongoing.

Infection control continues to monitor all things COVID and update policies as needed. No COVID related transfers for the month of May. All previous findings r/t covid vaccinations and contingency policy and implementation resolved with action plans in place and functioning.

Expecting increase in COVID numbers in the month of July r/t current epidemiology predictions. Masking education provided to all staff.

Antibiotic Stewardship/ Pharmacy and Therapeutics/ Infection Control Committee met in May. All med errors/ near misses identified and ongoing issues being monitored closely by pharmacy and reviewed. COVID still on forefront of discussions, documentation requests of providers all reported back through Medstaff. Monkey Pox identified as potential emerging disease and will continue to be monitored with education going out as needed. Antibiotic usage at EARH remains low. TASP participation by IC and Pharmacy regularly.

HR reviewing personnel files as established at the last meeting and is at 100% of the five personnel audits per our POC. POC for missing "approvals" on exemption paperwork in place and contingency policy live and being audited. Carelearning numbers continuing to increase.

Business Office is continuing to work towards their goals in correcting any billing discrepancies and training new staff. Progress continues to be made with correct billing and revenue cycle. Several staff members out in months April. Registration and billing goals outlined and current stats given. Goals being met and improvements to measures continue. Please see PPT for exact numbers related to ongoing QA projects. Continuing to see improvements in revenue cycle.

QMMs: Please see PowerPoint r/t additional QMMs reported through QA

Announcements

Next Meeting August 2 , 2022

Current PowerPoint and Minutes available on I drive

Adjournment at 11:15am



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
August 24th, 2022

August proved to be a better month as anticipated. Although not quite where we want to be yet, we are getting close. In particular, we almost met the budgeted patient days for swing bed and inpatient. If we can continue on this trajectory it is possible to end the year reasonably. We are however quite a way behind in several metrics and it will take significant effort along with patient volume to get there. The team is dedicated to this work.

The mobile clinic has arrived! I have been asked to present about it and its capabilities to the Othello Community Hospital board at their meeting on August 25th. Pam Gilmore and I will drive the clinic there and educate them on our capabilities to support them. We also have an active-shooter training September 7th and 8th. It is a requirement for all staff to get this training. We are requiring it because of all of the recent hospital related violence across the country and much needed staff training in this area. This has been a thought for some time, but with COVID we were unable to complete it until now.

EPIC, EPIC, EPIC!!! This is the majority of our work now. The build out is nearing completion and staff will be undertaking a lot of training over the next few months. We are still on track for a November implementation at this time. This work has sidelined several other initiatives, however, it is the foundation of the operational component for what we do every day. When well executed we will be in a much better place for organizational wide documentation and improved revenue cycle.

Lastly, there are community events coming up you should be aware of. First is the "End of Summer" event that we are partnering with Lind-Ritzville Schools and the Chamber. It is taking place on August 25th at the city park. There will be food, games and a movie later in the evening. Advertising is out in the local paper, web sites and social media. Second, the Wheatland Fair & Rodeo is coming up quick. We will have our Mobile Clinic parked there for the entire event and will have staff there to showcase it. We are also sponsoring the shooting event at the rodeo again this year as well. Third, is the "From Harvest to Health" Fair September 15th. We have partnered with the WSU extension office to put on this event at Wheatland Fairgrounds. Please join us for all of these events!

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

Respectfully,

Corey Fedie, CEO

Finance Committee

Meeting Minutes

August 22, 2022

I. Call to order

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 12:32 p.m.

II. In Attendance

Jerry Crossler, Board Member; Dan Duff, Board Member; Corey Fedie, CEO; Kim Polanco, CFO

Absent: Beverly Kelley, Volunteer Committee Member, Colene Hickman, Revenue Cycle Manager, Kelly Wiggins, Interim Revenue Cycle Manager

III. Review and Approve meeting minutes: July 2022

- a) See attached- Dan Duff moved to approve the July 2022 meeting minutes, Jerry Crossler seconded the motion, motion passed.

IV. Review Warrants and Vouchers: July 2022

- a) See attached- Jerry Crossler asked a couple of warrants. Dan Duff moved to approve, Jerry Crossler seconded the motion, motion passed.

V. Financial Statements: July 2022

- a) See Attached – Kim Polanco reported net a net loss of (\$142,159) for the month and a net loss of (\$360,182) for the year. Inpatient and swing bed days were higher in July at 1.9 average daily census (ADC) as compared to a budget of 2.2 ADC. There was an increase in overall accounts receivable driving up the gross and net days, however accounts receivable over 120 days decreased by 10% with older accounts collected. Expenses were over budget primarily due to contract nursing expense, however the District has had additional expenses attributable to various grant purchases for the mobile clinic and equipment replacements.
- b) Due to the transition from the old accounting system to the new one in June, the full set of financial reports are not available at this time. The balance sheet, trended income statement, and cash flow statement will be provided with the August financials.
- c) The committee discussed various revenue cycle improvements made and sustained over the past three years. Jerry Crossler reported positive feedback from an anonymous community member regarding the resolution of a billing concern.

VI. Additional Information

- a. Handheld Portable Ultrasound Machine Purchase Request – Corey Fedie described the equipment request needed for fast scans for traumas, bleeding, and bladder scanning capabilities for use by the providers in the absence of the Ultrasound Technician. After discussion the committee agreed to recommend the purchase to the board of commissioners.
- b. Corey Fedie reported the mobile clinic arrived on August 19th. Corey and the Clinic Manager, Pam Gilmore, will be taking it to Othello for the board meeting to show and discuss as they have requested service delivery from the District. The mobile clinic will also be at the fair and rodeo as well as the upcoming back to school event this week. Discussion continue around other communities requesting visits from the mobile clinic and plans are in development to serve this need.

1) Adjourn

Dan Duff moved to adjourn, Jerry Crossler seconded. Meeting adjourned at 1:18 p.m.

Respectfully Submitted by Kim Polanco

DRAFT

FINANCE COMMITTEE AGENDA
Adams County Public Hospital District #2
August 17, 2022

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: July 2022
- IV. Review of Warrants & Vouchers: July 2022
- V. Financial Statements: July 2022
- VI. Additional Information
 1. Handheld Portable Ultrasound Machine Purchase Request
- VII. Adjourn

Finance Committee Meeting Minutes

July 25, 2022

I. Call to order

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 12:30 p.m.

II. In Attendance

Jerry Crossler, Board Member; Dan Duff, Board Member; Beverly Kelley, Volunteer Committee Member; Corey Fedie, CEO; Kim Polanco, CFO, Beverly Kelley, Volunteer Committee Member

Absent: Colene Hickman, Revenue Cycle Manager, Kelly Wiggins, Interim Revenue Cycle Manager

III. Review and Approve meeting minutes: June 2022

- a) See attached- Dan Duff moved to approve the June 2022 meeting minutes, Jerry Crossler seconded the motion, motion passed.

IV. Review Warrants and Vouchers: June 2022

- a) See attached- Jerry Crossler asked a couple of warrants. Dan Duff moved to approve, Jerry Crossler seconded the motion, motion passed.

V. Financial Statements: June 2022

- a) See Attached – Kim Polanco reported net income of \$385,295 for the month and a net loss of (\$187,097) for the year. Medicare swing bed revenue collections reduced the deductions resulting in higher net revenue. Expenses are in line with the budget overall with the exception of higher contract nursing expense. Due to the transition from the old accounting system to the new one in June, the full set of financial reports are not available at this time.
- b) The committee discussed the swing and acute inpatient admissions in June as being slightly higher than the previous month, although not yet at the budgeted volume. Guidance from the consultant's review of the swing bed program has been received and the team is reviewing the making changes.
- c) The committee discussed the recent press release around statewide hospital financial shortfalls and the laws hospitals must comply with which contribute to the financial struggles.
- d) Corey reported the anticipated rate decreases in inpatient and swing bed from Medicare as a result of the 2021 Medicare Cost Report.

VI. **Additional Information** None discussed

1) Adjourn

Jerry Crossler moved to adjourn, Dan Duff seconded. Meeting adjourned at 1:28 p.m.

Respectfully Submitted by Kim Polanco

DRAFT

EARH	Jul-22		
Check no.	Vendor Name	Payment Date	Amount Selected
64386	V00030--A-L COMPRESSED GASES	7/14/2022	\$ 138.00
64387	V00009--ABILITY NETWORK INC	7/14/2022	\$ 1,170.26
64388	V00012--Access Information Protected	7/14/2022	\$ 176.40
64389	V00027--AFLAC	7/14/2022	\$ 1,035.64
64390	V00029--AION Women's Health	7/14/2022	\$ 4,480.00
64391	V00038--Allied Fire and Security	7/14/2022	\$ 161.40
64392	V00074--Automated Accounts Inc	7/14/2022	\$ 86.21
64393	V00075--Avanos Medical, Inc.	7/14/2022	\$ 647.45
64394	V00077--AVISTA UTILITIES	7/14/2022	\$ 140.48
64395	V00078--Backus Marketing & Design	7/14/2022	\$ 844.00
64396	V00116--Canon Medical Systems	7/14/2022	\$ 6,290.55
64397	V00133--Change Healthcare	7/14/2022	\$ 421.26
64398	V00141--COLLECTIVE MEDICAL TECHNOLOG	7/14/2022	\$ 453.60
64399	V00166--DATAPRO SOLUTIONS INC	7/14/2022	\$ 68.03
64400	V00610--DeliverHealth	7/14/2022	\$ 1,142.79
64401	V00186--Docs Who Care Northwest, Inc	7/14/2022	\$ 4,992.00
64402	V00191--DT Micro	7/14/2022	\$ 1,155.00
64403	V00196--EARH INSURANCE & PENSION	7/14/2022	\$ 14,501.11
64404	V00203--EMPLOYEE FUND	7/14/2022	\$ 93.00
64405	V00212--Family Support Registry	7/14/2022	\$ 92.76
64406	V00221--FISHER HEALTHCARE	7/14/2022	\$ 33,611.97
64407	V00608--Gilmore, Pamela	7/14/2022	\$ 802.64
64408	V00233--GREENWALT, PATSY	7/14/2022	\$ 32.76
64409	V00595--Health Carousel	7/14/2022	\$ 25,970.00
64410	V00251--Holistic Pain Management of Co	7/14/2022	\$ 38,760.00
64411	V00253--Hospital Services Corporation	7/14/2022	\$ 177.50
64412	V00256--Huron Consulting Services, LLC	7/14/2022	\$ 5,606.24
64413	V00264--INLAND IMAGING BUSINESS Ass	7/14/2022	\$ 1,963.16
64414	V00274--Jackson Physician Search	7/14/2022	\$ 2,500.00
64415	V00611--Jake's Cafe	7/14/2022	\$ 145.70
64416	V00277--Johnson Law Group	7/14/2022	\$ 2,500.00
64417	V00609--Klewin, Nina	7/14/2022	\$ 3,750.00
64418	V00316--LocalTel Communications	7/14/2022	\$ 61.90
64419	V00332--MEDICATION REVIEW	7/14/2022	\$ 7,405.80
64420	V00334--MEDLINE INDUSTRIES, INC.	7/14/2022	\$ 1,334.11
64421	V00336--MedWorxs	7/14/2022	\$ 788.00
64422	V00345--MRI MOBILE	7/14/2022	\$ 4,408.60
64423	V00356--NextGen Healthcare, Inc	7/14/2022	\$ 5,619.46
64424	V00375--OMNI STAFFING SERVICES, INC.	7/14/2022	\$ 15,863.29
64425	V00607--Othello Community Hospital	7/14/2022	\$ 520.00
64426	V00381--OWENS & MINOR	7/14/2022	\$ 4,122.71
64427	V00382--OXARC	7/14/2022	\$ 88.30
64428	V00387--PARA HealthCare Analytics, LLC	7/14/2022	\$ 4,500.00
64429	V00401--PHD UNEMPLOYMENT COMPEN	7/14/2022	\$ 1,136.00

64430	V00402--PHD WORKERS COMPENSATION	7/14/2022	\$ 1,972.00
64431	V00421--PURE FILTRATION PRODUCTS	7/14/2022	\$ 2,618.01
64432	V00423--QuadraMed	7/14/2022	\$ 513.12
64433	V00447--RLDatix	7/14/2022	\$ 246.24
64434	V00459--SAMARITAN HEALTHCARE	7/14/2022	\$ 1,485.00
64435	V00463--Samaritan Healthcare	7/14/2022	\$ 348.00
64436	V00480--SPHC Service	7/14/2022	\$ 967.68
64437	V00487--STAPLES	7/14/2022	\$ 338.70
64438	V00489--STATE AUDITOR'S OFFICE	7/14/2022	\$ 1,102.95
64439	V00504--Swissray Customer Care, LLC	7/14/2022	\$ 2,000.00
64440	V00518--Travelers CL Remittance Center	7/14/2022	\$ 7,591.80
64441	V00612--United Healthcare	7/14/2022	\$ 43,771.18
64442	V00536--US Foods	7/14/2022	\$ 1,384.53
64443	V00540--VERIZON WIRELESS	7/14/2022	\$ 1,211.56
64444	V00542--Vitalant	7/14/2022	\$ 1,030.00
64445	V00571--WAYSTAR	7/14/2022	\$ 101.73
64446	V00541--VIAVANT, PETER	7/15/2022	\$ 3,750.00
64449	V00030--A-L COMPRESSED GASES	7/28/2022	\$ 209.53
64450	V00030--A-L COMPRESSED GASES	7/28/2022	\$ 162.52
64451	V00018--ADAMS COUNTY AUDITOR	7/28/2022	\$ 4,725.00
64452	V00029--AION Women's Health	7/28/2022	\$ 2,345.00
64453	V00615--Akins	7/28/2022	\$ 244.48
64454	V00615--Akins	7/28/2022	\$ 333.46
64455	V00040--ALSCO	7/28/2022	\$ 246.34
64456	V00040--ALSCO	7/28/2022	\$ 246.34
64457	V00040--ALSCO	7/28/2022	\$ 246.34
64458	V00040--ALSCO	7/28/2022	\$ 367.73
64459	V00056--AMERISOURCEBERGEN	7/28/2022	\$ 2,903.55
64460	V00075--Avanos Medical, Inc.	7/28/2022	\$ 674.96
64461	V00601--Basic Benefits	7/28/2022	\$ 50.00
64462	V00088--Beacon Management, LLC	7/28/2022	\$ 10,364.50
64463	V00103--Bright Light Solutions	7/28/2022	\$ 350.00
64464	V00105--BRONCO FARM SUPPLY	7/28/2022	\$ 1,099.37
64465	V00105--BRONCO FARM SUPPLY	7/28/2022	\$ 30.15
64466	V00116--Canon Medical Systems	7/28/2022	\$ 5,545.80
64467	V00120--Caravan Health	7/28/2022	\$ 2,500.00
64468	V00123--CAREFUSION	7/28/2022	\$ 2,324.16
64469	V00614--CellNetix Pathology, PLLC	7/28/2022	\$ 350.00
64470	V00133--Change Healthcare	7/28/2022	\$ 421.26
64471	V00139--COBRA Management Services, L	7/28/2022	\$ 280.00
64472	V00144--Columbia Basin Media Group	7/28/2022	\$ 210.00
64473	V00151--Control Solutions Northwest, In	7/28/2022	\$ 378.00
64474	V00151--Control Solutions Northwest, In	7/28/2022	\$ 211.68
64475	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 3,024.00
64476	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 270.00
64477	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 557.28
64478	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 270.00

64479	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 3,024.00
64480	V00166--DATAPRO SOLUTIONS INC	7/28/2022	\$ 544.32
64481	V00191--DT Micro	7/28/2022	\$ 1,155.00
64482	V00192--DTG Medical Electronics, Inc.	7/28/2022	\$ 29,826.36
64483	V00194--EAP Consulting L.L.C.	7/28/2022	\$ 4,550.00
64484	V00196--EARH INSURANCE & PENSION	7/28/2022	\$ 5,000.00
64485	V00196--EARH INSURANCE & PENSION	7/28/2022	\$ 14,490.83
64486	V00212--Family Support Registry	7/28/2022	\$ 92.76
64487	V00215--Fasthealth	7/28/2022	\$ 325.00
64488	V00220--FIRST CHOICE HEALTH	7/28/2022	\$ 62.40
64489	V00221--FISHER HEALTHCARE	7/28/2022	\$ 236.66
64490	V00233--GREENWALT, PATSY	7/28/2022	\$ 35.00
64491	V00234--Gretchen Millard	7/28/2022	\$ 150.00
64492	V00236--Grove Menus Inc	7/28/2022	\$ 55.00
64493	V00242--HEALTH FACILITIES PLANNING	7/28/2022	\$ 2,590.75
64494	V00242--HEALTH FACILITIES PLANNING	7/28/2022	\$ 8,992.71
64495	V00289--KD Consulting	7/28/2022	\$ 350.00
64496	V00294--KINNEY, RONI	7/28/2022	\$ 101.44
64497	V00312--LIND LIONS CLUB	7/28/2022	\$ 25.00
64498	V00316--LocalTel Communications	7/28/2022	\$ 69.90
64499	V00320--M&M HARRISON ELECTRIC CO.	7/28/2022	\$ 811.51
64500	V00334--MEDLINE INDUSTRIES, INC.	7/28/2022	\$ 8.77
64501	V00345--MRI MOBILE	7/28/2022	\$ 5,150.38
64502	V00350--NAC Architecture	7/28/2022	\$ 5,100.00
64503	V00356--NextGen Healthcare, Inc	7/28/2022	\$ 5,676.20
64504	V00367--Nuance Communications, Inc	7/28/2022	\$ 391.61
64505	V00375--OMNI STAFFING SERVICES, INC.	7/28/2022	\$ 10,923.56
64506	V00381--OWENS & MINOR	7/28/2022	\$ 463.31
64507	V00381--OWENS & MINOR	7/28/2022	\$ 47.63
64508	V00381--OWENS & MINOR	7/28/2022	\$ 74.10
64509	V00381--OWENS & MINOR	7/28/2022	\$ 22.70
64510	V00381--OWENS & MINOR	7/28/2022	\$ 37.86
64511	V00381--OWENS & MINOR	7/28/2022	\$ 66.00
64512	V00381--OWENS & MINOR	7/28/2022	\$ 18.91
64513	V00381--OWENS & MINOR	7/28/2022	\$ 57.88
64514	V00381--OWENS & MINOR	7/28/2022	\$ 66.00
64515	V00381--OWENS & MINOR	7/28/2022	\$ 37.82
64516	V00381--OWENS & MINOR	7/28/2022	\$ 82.34
64517	V00381--OWENS & MINOR	7/28/2022	\$ 75.19
64518	V00381--OWENS & MINOR	7/28/2022	\$ 660.86
64519	V00381--OWENS & MINOR	7/28/2022	\$ 56.71
64520	V00381--OWENS & MINOR	7/28/2022	\$ 1,049.08
64521	V00381--OWENS & MINOR	7/28/2022	\$ 72.54
64522	V00381--OWENS & MINOR	7/28/2022	\$ 821.26
64523	V00381--OWENS & MINOR	7/28/2022	\$ 31.36
64524	V00381--OWENS & MINOR	7/28/2022	\$ 21.45
64525	V00381--OWENS & MINOR	7/28/2022	\$ 113.80

64526	V00383--Pacific Office Automation INC	7/28/2022	\$ 86.73
64527	V00383--Pacific Office Automation INC	7/28/2022	\$ 124.21
64528	V00393--PC Connection Sales Corporation	7/28/2022	\$ 2,209.92
64529	V00402--PHD WORKERS COMPENSATION	7/28/2022	\$ 2,752.00
64530	V00403--PHYSICIAN INSURANCE	7/28/2022	\$ 9,277.30
64531	V00422--Quadient Finance USA, Inc	7/28/2022	\$ 351.00
64532	V00423--QuadraMed	7/28/2022	\$ 12,960.00
64533	V00599--Ricoh	7/28/2022	\$ 239.76
64534	V00430--RICOH USA INC	7/28/2022	\$ 843.40
64535	V00430--RICOH USA INC	7/28/2022	\$ 307.83
64536	V00439--RITZVILLE HARDWARE	7/28/2022	\$ 859.57
64537	V00440--RITZVILLE JOURNAL	7/28/2022	\$ 3,148.50
64538	V00443--RITZVILLE PARTS HOUSE INC	7/28/2022	\$ 86.06
64539	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 751.88
64540	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 3,835.22
64541	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 148.18
64542	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 173.86
64543	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 547.28
64544	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 249.76
64545	V00446--RITZVILLE, CITY OF	7/28/2022	\$ 176.24
64546	V00469--Shamrock Labeling Systems	7/28/2022	\$ 515.57
64547	V00480--SPHC Service	7/28/2022	\$ 415.70
64548	V00030--A-L COMPRESSED GASES	7/28/2022	\$ 209.53
64549	V00030--A-L COMPRESSED GASES	7/28/2022	\$ 162.52
64553	V00487--STAPLES	7/28/2022	\$ 7.07
64554	V00487--STAPLES	7/28/2022	\$ 79.88
64555	V00487--STAPLES	7/28/2022	\$ 108.65
64556	V00517--Todd Nida	7/28/2022	\$ 978.34
64557	V00517--Todd Nida	7/28/2022	\$ 86.83
64558	V00523--ULINE	7/28/2022	\$ 525.84
64559	V00529--UNITED STATES TREASURY	7/28/2022	\$ 498.23
64560	V00534--US Bank Community Card	7/28/2022	\$ 5,622.65
64561	V00556--Washington Hospital Services, Inc	7/28/2022	\$ 2,525.00
64562	V00568--WASHTUCNA, TOWN OF	7/28/2022	\$ 156.43
64563	V00579--WHIT	7/28/2022	\$ 7,717.29
			\$ 473,486.22



East Adams Rural Healthcare

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

CFO Report to the Board

Board of Commissioners
East Adams Rural Healthcare
August 21, 2022

JULY 2022 FINANCIAL OVERVIEW

July Financial Status

East Adams Rural Healthcare's July business resulted in a Net Loss of (\$142,159) for the month and Net Loss of (\$360,182) for the year. Operations resulted in a loss of (\$244,474) for the month and a loss of (\$1,279,288) for the year. The District has 171 days cash on hand.

Accounts Receivable

Gross Patient AR increased \$547,737 or 13.5%. Net Patient AR increased \$444,142 or 20%. Due to the increase in accounts receivable from an increase of inpatient and skilled swing bed days, Gross Accounts Receivable Days increased from 133 to 147. Net Patient Accounts Receivable Days increased from 79 to 94. Accounts receivable over 120 days decreased by from 40% to 30%.

Revenue collection continues to be on a positive trend with sustained improvements in the revenue cycle process resulting in more consistent collections and improvements in the KPIs. However, due to filing the Medicare Cost Report in June rather than May, Medicare payments were delayed which is indicated on the collections report. Delayed Medicare revenues have been collected in August.

Expenses

July expenses were \$1,260,665, which is 24.6% over budget. Year to date expenses are 7.7% over budget. The increase in expenses continues to be primarily due to higher contract nursing expense along with some equipment purchases for the mobile clinic and replacement of other hospital equipment which are both funded through grants.

Best Regards,

Kimberly Polanco, CHFP

**East Adams Rural Healthcare
Adams County Public Hospital District No. 2
Statement of Operations
As of July 31, 2022**

	Prior Month	Month Ending		Year To Date		Prior Year To Date		
	06/30/2022	07/31/2022	07/31/2022	07/31/2022	07/31/2021	07/31/2021		
	Prior Month Actual	Current Month Actual	Budget	Variance to Budget	YTD Actual	YTD Budget	YTD Variance	Prior Year YTD
Patient Service Revenue	34,406	32,377	10,206	22,171	232,832	71,442	161,390	46,839
Daily Inpatient Services	64,851	83,328	116,955	(33,627)	388,992	811,964	(424,972)	721,683
Swingbed Room Revenue	112,236	111,042	63,279	47,763	578,377	442,953	135,424	430,881
Physician/Clinic Services	17,364	19,360	9,032	10,329	6,882	51,767	136,066	52,795
Ancillary Inpatient Services	772,045	773,327	658,082	115,245	6,084,471	4,606,573	1,477,898	4,062,819
Ancillary Outpatient Services								
Total Gross Patient Revenue	\$ 1,000,902	\$ 1,019,435	\$ 857,554	\$ 161,881	\$ 7,470,504	\$ 5,984,698	\$ 1,485,806	\$ 5,315,017
Deductions from Revenue	(245,134)	26,480	29,068	323,762	1,271,470	203,476	1,067,994	867,365
Net Patient Service Revenue	\$ 1,246,036	\$ 992,955	\$ 828,486	\$ (161,881)	\$ 6,199,034	\$ 5,781,222	\$ 417,812	\$ 4,447,652
Other Operating Revenue	55,147	23,237	40,833	(17,596)	142,135	285,831	(143,696)	159,379
Total Operating Revenue	\$ 1,301,183	\$ 1,016,192	\$ 869,319	\$ (179,477)	\$ 6,341,169	\$ 6,067,053	\$ 274,116	\$ 4,607,031
Expenses	450,802	538,569	527,980	10,589	3,403,185	3,695,860	(292,675)	3,190,663
Salary and Wages	166,455	186,307	82,924	103,383	728,472	580,468	148,004	488,409
Employee Benefits	182,250	230,438	129,811	100,627	1,556,064	894,811	661,253	1,028,049
Purchased Services	143,197	45,597	22,044	23,553	212,933	154,308	58,625	196,759
Professional Fees	43,694	102,429	67,644	34,785	516,921	473,508	43,413	172,544
Supplies	3,759	4,701	16,980	(12,279)	97,719	118,860	(21,141)	66,378
Repairs and Maintenance	43,016	28,295	15,268	13,027	143,189	106,876	36,313	121,373
Utilities	2,506	2,565	0	2,565	8,829	0	8,829	0
Advertising and Marketing	61,687	61,688	68,561	(6,873)	431,813	479,927	(48,114)	464,775
Depreciation	21,892	16,588	11,205	5,383	114,107	78,435	35,672	91,193
Insurance	8,632	2,244	13,231	(10,987)	62,498	91,483	(28,985)	58,413
Education/Travel/Dues	30,395	30,416	30,648	(232)	212,951	220,254	(7,303)	228,391
Interest Expense	8,601	2,467	3,948	(1,481)	60,933	27,636	33,297	(33,649)
Taxes & Licenses	5,576	0	76	(76)	9,640	532	9,108	16,687
Rent Expense	35,627	5,323	13,270	(7,947)	8,734	92,890	(84,156)	(736,034)
Bad Debt Expense	17,898	3,038	8,099	(5,061)	52,469	56,693	(4,224)	179,552
Other Expenses								
Total Operating Expenses	\$ 1,225,986	\$ 1,260,665	\$ 1,011,689	\$ 248,976	\$ 7,620,457	\$ 7,072,541	\$ 547,916	\$ 5,503,503
Operating Income (Loss)	\$ 75,197	\$ (244,474)	\$ (142,371)	\$ (428,453)	\$ (1,279,288)	\$ (1,005,488)	\$ (273,800)	\$ (896,473)
Non-Operating Income	100,729	3,087	12,340	(9,253)	192,083	86,380	105,703	1,581,744
Grant Revenue	10	46	0	46	427	0	427	109
Interest Income	116,134	99,182	75,264	23,918	726,596	526,848	199,748	767,337
Tax Levy Income								
Total Non-Operating Income	\$ 216,873	\$ 102,315	\$ 87,604	\$ 14,711	\$ 919,106	\$ 613,228	\$ 305,878	\$ 2,349,190
Net Income	\$ 292,070	\$ (142,159)	\$ (54,767)	\$ (413,742)	\$ (360,182)	\$ (392,260)	\$ 32,078	\$ 1,452,718

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
EAST ADAMS RURAL HEALTHCARE & DISTRICT CLINICS
STATISTICS



	Year To Date												12 Month Average	Prior Year		
	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22			Last Year	Current
Days In Period	31	30	31	30	31	31	28	31	30	31	30	31	212	212	30	
Admits	1	4	2	6	2	5	4	3	6	4	2	4	9	28	3.82	211%
Discharges	1	4	2	5	3	3	3	3	6	3	4	4	7	28	3.82	300%
Patient Days	3	9	9	16	8	26	23	5	16	22	10	17	27	119	14.64	341%
Average LOS per Discharge	3.00	2.25	4.50	3.20	2.67	5.20	7.67	1.67	2.67	7.33	2.50	4.25	3.86	4.25	3.99	10%
Average Daily Census	0.10	0.30	0.29	0.53	0.26	0.84	0.82	0.16	0.53	0.71	0.33	0.55	0.13	0.56	0.48	341%
Laboratory Billable Tests	1,091	1,684	1,427	1,398	1,375	1,794	1,458	1,364	1,335	1,220	1,375	1,493	7,909	10,009	1,445	27%
EKG Charges	51	27	31	35	66	26	42	54	35	35	45	49	298	286	40	-4%
X-rays	102	104	133	112	126	141	114	113	117	121	149	115	724	870	122	20%
CT Scans	82	46	55	50	78	64	41	40	77	36	67	54	282	379	55	34%
MRI Scans	7	4	8	5	7	4	9	3	14	5	3	6	33	44	6	33%
ULTRASOUND Scans	9	14	15	20	23	30	18	27	30	12	16	13	115	146	20	27%
Pain Management Procedures	27	41	33	19	23	26	23	35	25	28	36	33	42	206	29	7%
ER Visits	166	86	100	62	176	90	104	84	101	70	61	113	580	623	95	7%
Ambulance Runs	67	54	49	52	93	70	46	49	70	44	62	67	446	408	60	-9%
Skilled Swing Days	58	56	47	80	78	5	15	33	28	9	32	42	858	584	83	-32%
Skilled Average Daily Census	1.87	1.87	2.16	2.87	1.52	0.81	0.54	1.06	0.93	0.29	1.03	1.35				
Non-Skilled Swing Days	62	60	60	96	108	109	84	93	90	86	60	62	408	237	83	-42%
Observation Hours	43	195	120	275	70	128	265	189	196	27	24	73	441	902	142	105%
Observation Days	1.79	8.13	5.00	11.46	2.92	5.33	11.04	7.88	8.17	1.13	1.00	3.04	18.38	37.58	5.9	104%
Physical Therapy Treatments	657	799	760	844	779	498	518	738	682	733	456	454	4,066	4,079	660	0%



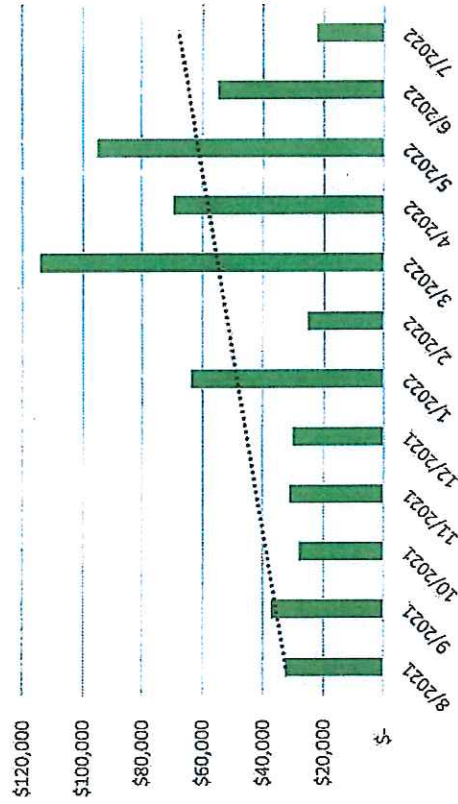
ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
EAST ADAMS RURAL HEALTHCARE & DISTRICT CLINICS
STATISTICS

	Year To Date												12 Month Average	Prior Year			
	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22			Last Year	Current	
Days In Period	31	30	31	30	31	31	28	31	30	31	30	31	31	212	212	30	
Provider Visits																	
Doctors	38	33	58	82	107	142	135	125	125	111	125	147	147	648	910	108	40%
Mid-Levels	492	469	461	396	386	365	358	431	389	398	440	394	394	2,429	2,775	408	14%
Nurses	0	7	85	29	28	12	4	15	9	9	4	8	8	28	61	19	135%
Total Provider Visits	530	509	604	507	521	519	497	571	523	518	569	549	549	3,103	3,746	535	21%
Provider Visits by Location																	
Ritzville	396	393	514	489	517	503	489	571	508	502	449	401	401	2,724	3,423	485	26%
Washnucna	4	4	5	3	3	4	4	3	6	7	6	1	1	22	31	4	41%
Total	400	397	519	492	520	507	493	574	514	509	455	402	402	2,746	3,454	489	26%
Provider Visits by Provider																	
Trofble	0	0	0	0	0	0	0	0	0	0	0	0	0	349	0	0	
Shapiro	85	131	79	113	82	66	67	96	84	70	115	94	94	667	592	91	
Jones	10	83	95	96	98	96	136	111	106	152	103	113	113	35	817	108	
Boyer	164	110	157	133	163	160	125	179	160	128	173	142	142	925	1,067	148	
Noble	11	7	10	8	20	12	12	11	9	14	19	5	5	50	82	12	
Byrant	0	0	0	0	0	0	0	0	0	0	0	0	0	373	0	0	
Mickey	0	0	28	66	93	87	78	85	60	72	74	78	78	0	534	66	
Miner (Pain Mgmt)	46	44	38	35	46	23	26	18	34	30	34	30	30	0	230	33	
Zuwer (Women's Health)	44	38	35	46	16	14	31	37	23	39	23	38	38	0	0	0	
Visiting Doctors	44	38	35	46	23	26	18	34	30	34	30	39	39	79	211	32	
TOTAL	360	413	443	497	541	484	493	571	506	539	571	539	539	2,478	3,533	509	43%

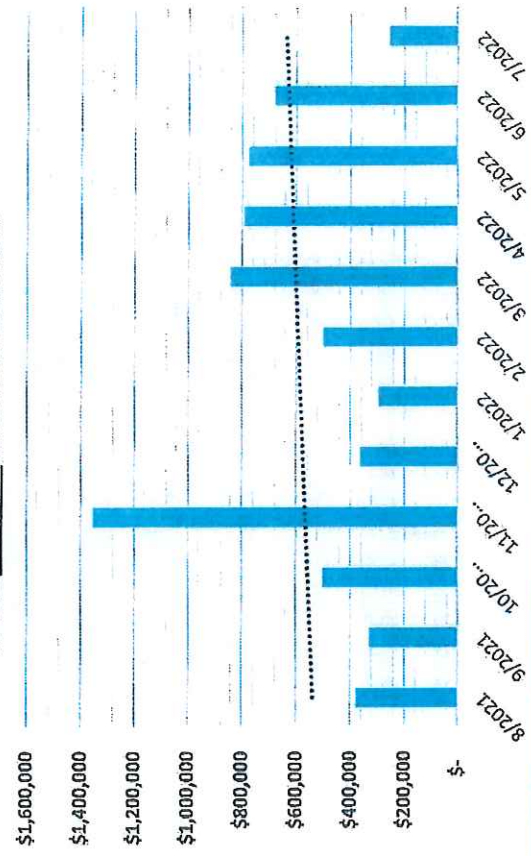
EARH Revenue Collections 12 Month Trend

Month/Year	Total Deposits	Clinic	Hospital	Grants/Other	COVID Funds
7/2021	\$ 352,041	\$ 66,237	\$ 273,773	\$ 12,030	\$ -
8/2021	\$ 442,031	\$ 32,485	\$ 377,607	\$ 31,939	\$ -
9/2021	\$ 438,609	\$ 37,088	\$ 325,985	\$ 75,536	\$ -
10/2021	\$ 806,874	\$ 27,909	\$ 500,063	\$ 26,219	\$ 252,684 (WA SHIP Vaccine Mitigation Grant)
11/2021	\$ 1,540,730	\$ 31,280	\$ 1,354,015	\$ 25,827	\$ 129,608 (CARES Act Phase 4)
12/2021	\$ 819,851	\$ 30,053	\$ 361,866	\$ 427,932	\$ -
1/2022	\$ 646,179	\$ 63,810	\$ 294,334	\$ 272,147	\$ 15,889 (CARES Act Phase 4)
2/2022	\$ 648,252	\$ 25,189	\$ 497,656	\$ 125,407	\$ -
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	\$ -
As of August 18th	\$ 1,635,616	\$ 46,360	\$ 1,566,475	\$ 22,781	\$ -

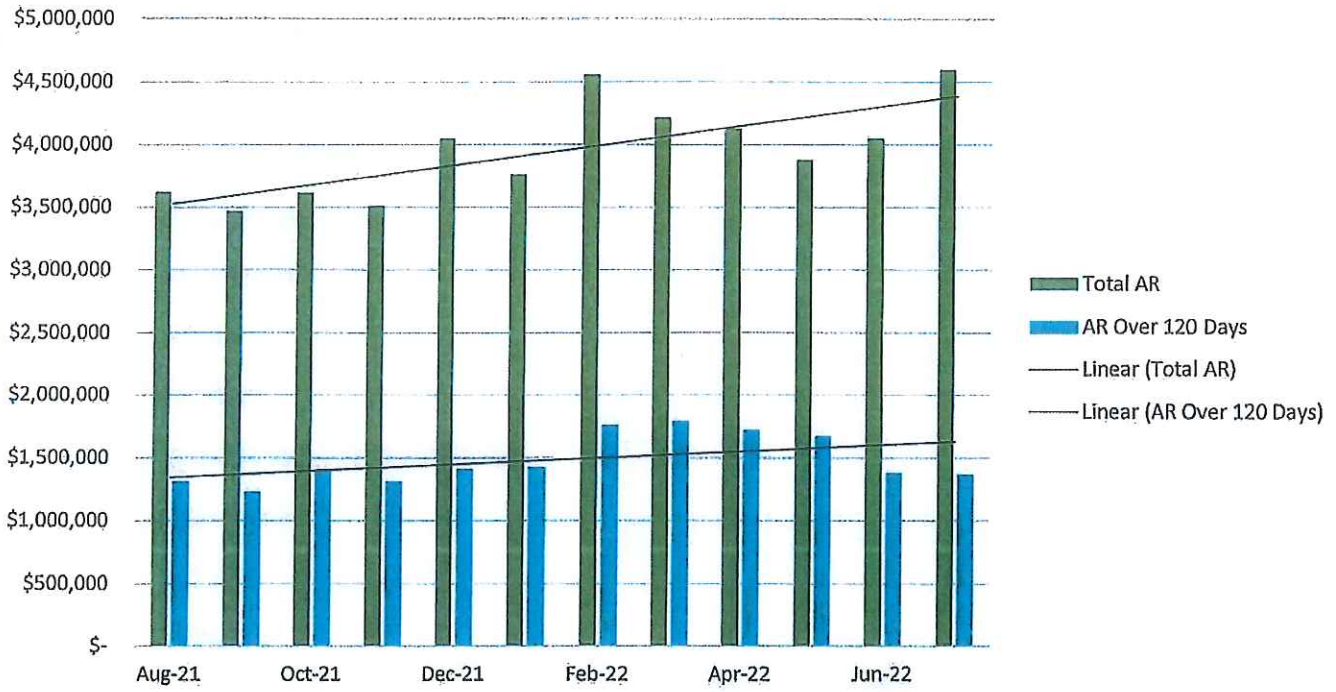
EARH Clinic Revenue Collected



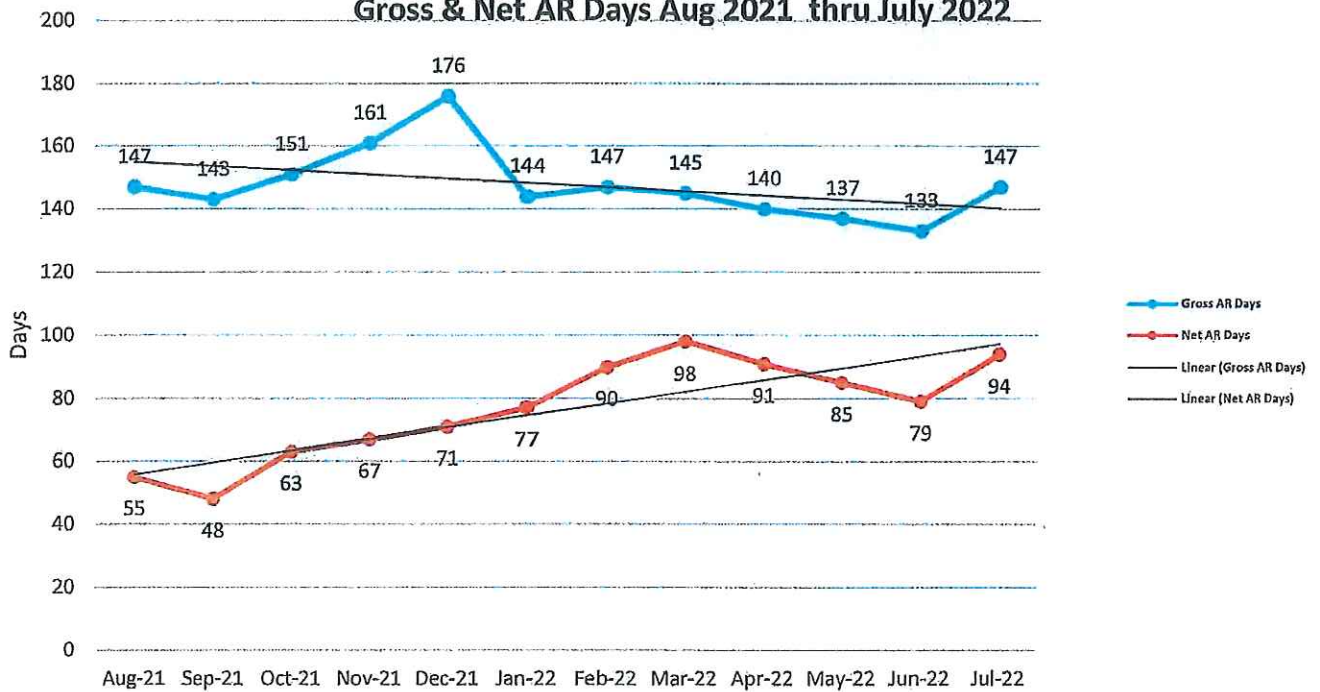
EARH Hospital Revenue Collected



EARH Gross AR Balances Over 120 Days 12 Month Trend Ending July 2022



Gross & Net AR Days Aug 2021 thru July 2022





East Adams Rural Healthcare

VOUCHER CERTIFICATION AND APPROVAL

I, THE UNDERSIGNED SUPERINTENDENT, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST AND PAID OBLIGATIONS BY ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS.

COREY FEDIE, SUPERINTENDENT

WARRANTS AUDITED AND CERTIFIED BY THE SUPERINTENDENT HAVE BEEN RECORDED ON THE ATTACHED LISTING.

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2, ADAMS COUNTY, WASHINGTON, DO APPROVE THOSE WARRANTS INCLUDED IN THE ATTACHED LIST AND FURTHER DESCRIBED AS ACCOUNTS PAYABLE WARRANTS #064386 THROUGH #064563 IN THE AMOUNT OF \$473,486.22 AND AN ADDITIONAL \$355,746.78 FOR PAYROLL DIRECT DEPOSITS AND \$137,816.25 FOR PAYROLL TAX DEPOSITS.

SIGNED THIS 24TH DAY OF AUGUST 2022:

ERIC WALKER, COMMISSIONER

JOHN KRAGT, CHAIRMAN

STACEY PLUMMER, VICE CHAIRMAN

JERRY CROSSLER, COMMISSIONER

DAN DUFF, SECRETARY/COMMISSIONER



East Adams Rural Healthcare

CAPITAL PURCHASE REQUEST FORM

SECTION I

Date: 8/22/2022 Request is for: Budgeted Item Non-Budgeted Item

Department: Nursing

Item Requested: Handheld Portable Ultrasound Machine Purchase Request

Item Description: _____

Reasons:
(Check One) Regulation New Technology
 Addition to Existing Services New Services
 Replacement Remodel
 Physician Request Physician Name: _____

Explanation: Equipment for use by the Providers for fast scans for traumas, bleeding, and bladder scanning capabilities. The purchase price includes training for all of the providers. The service is billable with trained providers.

If Replacement: Age/Purchase date of current equipment _____

Priority Utilization: Urgent Essential Emergency Replacement Desirable

Estimated usage is multiple times per month.

Present Utilization: _____ Projected Utilization: _____

Space: Is there adequate space in your dept for this new equip.? Yes No

Special Requirements: Humidity Temperature Ventilation Electricity
 Cabling Plumbing Space Training

Alternative to Purchase: What alternatives to purchase have been explored?
The District employs an Ultrasound Technician, however when this employee is not on site the proposed equipment is requested as a back-up to serve the need in specific situations.

Justification:

- New Revenue
- Cost Savings
- No \$ Change
- Efficient workflow
- Faster access to data
- Increased quality of patient care
- Increased patient satisfaction
- Increased employee satisfaction
- Increased community image

Item Requested (cont): _____

SECTION II

Quotes received from the following vendors:

Vendor	Quoted Price	Date
<u>BFLY Operations is the only manufacturer.</u>		

A minimum of two quotes is required.

SECTION III

Cost:	Purchase Price:	<u>\$11,041</u>
	Removal of old Equipment:	<u>N/A</u>
	Site Preparation:	<u>N/A</u>
	Maintenance Contracts: (# of months of fiscal year not covered by warranty * monthly cost of contract)	<u>\$5,400 (\$5,400/Year for 3 Years)</u>
	Startup Supplies + 1 year:	<u>\$18,316</u>
	Training:	<u>\$1,875 (\$1,875/Year for 3 Years)</u>
	Installation:	<u>N/A</u>
	Estimated tax and freight:	<u>\$25</u>
	Total Cost of Purchase:	<u>\$18,341</u>

**Calculation of Annual Savings
Or New Revenue:**

\$4,800

Item Payback: Item Cost/Annual Cost Savings or New Revenue = 4 Years

FTE'S: Additional FTE's needed to operate equipment: N/A

Manager _____ **Administrative Team Leader** _____

Item Requested (cont): _____

Administrative Approval:

CFO _____
Signature Date

CEO _____
Signature Date

Board Approval:

Finance Committee: _____
Signature Date

Board Signature: _____
Signature Date