

**Laguna Honda Executive Committee Minutes  
Quality Council  
10/2/2018**

Attendees: Quoc Nguyen, Jennifer Carton-Wade, Elizabeth Schindler, Nawz Talai, Dani Stollar, Donna Valencia, Janet Gillen, Peter Rosel, Vicky Lau, Louise Brooks Houston, Regina Gomez, Angela Pownall-Elizalde, Kate Durand, Michael McShane, John Grimes

Co-Chairs: Michael McShane and Mivc Hirose (Recorder)

<u>ITEM</u>	<u>DISCUSSION</u>	<u>ACTION</u>
<b>CALL TO ORDER</b>	Quality Council members welcomed SF Fellow Dani Stollar.	Meeting called to order at 10:00am
<b>Minutes Approval</b>	September 4, 2018 minutes were reviewed and approved.	9/4/18 Quality Council meeting minutes were approved.
<b>Coaching Kata: Transportation Gap A3</b>	Donna Valencia summarized the A3's progress as follows: Target Condition: to coordinate resident transportation services Current Condition: completed most of the A3's plan and working on barriers Obstacles: breaking silos, clustering residents' medical appointments Next Steps: work with Rehab and Social Services, hire 2593 Transportation Coordinator When Can We Go See: November 2018	Complete the A3 action plan section, including Donna scheduling interviews for the 2593 Transportation Coordinator in the next couple of weeks.
<b>Catchball: Abuse Prevention A3</b>	Mivc convened Department of Education and Training, Quality Management, Nursing Leadership and Administration to initially address Facility Reported Incidents (FRIs) in July 2018. The need to address abuse prevention policies and procedures, specifically reassignments, staff education and prevention strategies were also included in the meeting discussions. An A3 to address these important issues as well as to prepare for the CMS Phase 2 regulatory requirements was developed. Catchball was completed with this A3 at today's meeting.	Quality Council members submitted recommendations to Mivc for consideration with the A3's next revision.
<b>Catchball: Facility Related Incidents (FRIs) A3</b>	The new reporting to CDPH regulatory requirement went into effect in November 2017. Laguna Honda has not fully met this requirement and has since received a statement of deficiency on late reporting. The A3 to improve reporting to CDPH of FRIs was reviewed. Catchball was completed with this A3 at today's meeting.	Quality Council members submitted recommendations to Mivc for consideration with the A3's next revision.
<b>Review of Annual Reports to Quality Council</b>	Mivc reviewed handout of a draft list of reports that will be scheduled for Quality Council in 2019. Quality Council members provided input to the list.	Regina will send additional items to add to the list. Thereafter, Dr. McShane and Mivc will schedule reports to the Quality Council for the 2019 meetings.
<b>Coaching Kata: CMS Phase 2 Regulatory Requirements – Preparation Efforts for the Upcoming Licensing and Certification (L&amp;C) Survey</b>	Donna provided an update on preparatory efforts for the Hospital's upcoming L&C Survey and progress as follows: Target Condition: complete assignments for Phase 2 Current Condition: bed rails form has been rolled out, baseline care planning also has been rolled out, abuse prevention strategies included in the A3, quality of care considerations are being included in the care plan front card Obstacles: physicians not completely completing side rails forms Next Steps: follow up with physicians regarding side rails forms completion, conduct QAs with bed rails and baseline care plan reviews, conduct mock survey entrance to test out entrance checklist information collection	A mock survey to test out collecting necessary information for the entrance checklist will be scheduled next week by Donna and Geraldine.  QAs will be scheduled for the bed rails and baseline care plans.
<b>Next Meeting</b>	November 6, 2018, 10am	Meeting adjourned at 11 am.

