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Director of Health

Sandy Ouye Mori
Executive Secretary

Tel. (415) 554-2666
FAX (415) 554-2665

Web Site: <http://www.dph.sf.ca.us>

MINUTES

JOINT CONFERENCE COMMITTEE FOR LAGUNA HONDA HOSPITAL

Monday, September 11, 2000
9:30 a.m.

at
Conference Room B102
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411

1) CALL TO ORDER

The regular meeting of the Joint Conference Committee for Laguna Honda Hospital was called to order by Commissioner John I. Umekubo, M.D., at 9:35 a.m.

Present: Commissioner John I. Umekubo, M.D., Chairman
Commissioner Lee Ann Monfredini

CHN Staff: Larry Funk, Tony Wagner, Robert Christmas, Hiro Tokubo, Nancy Arata, Ken Jensen, Larry Kuester, Mary Louise Fleming, Adrienne Pon, Terry Hill, M.D.,

2) APPROVAL OF MINUTES OF THE REGULAR MEETING OF JULY 24, 2000

Action Taken: The Committee adopted the minutes of July 24, 2000

3) **EXECUTIVE ADMINISTRATOR'S REPORT**
(Activities and operations of Laguna Honda Hospital)
(Larry Funk)

Census Report

The hospital's average daily census for August was 1053. For fiscal year to date (July 1 through August 31) the average daily census was 1050. The hospital's budgeted census for this fiscal year is 1,065. LHH recognizes that the year to date census is slightly below budgeted targets, but is conscientiously managing the census level, commensurate with gradual increases to staffing levels that are occurring with the start of the new fiscal year. Mr. Funk will keep the Joint Conference Committee apprised of the census status on a regular basis.

Staffing Report

Mr. Funk reported that the hospital has aggressively initiated increasing staffing levels as of July 1st, with particular emphasis on direct patient care staff and essential operating positions. As the Joint Conference Committee members recall, Laguna Honda ended the fiscal year with 154 positions unfilled, equivalent to a 9.5% vacancy rate.

For this fiscal year the hospital has 1620.45 gross FTE's in the budget with a 5.7% salary savings requirement (equivalent to 92.57 positions vacant) resulting in 1527.88 FTE's funded to provide services for its residents. As of September 1st, the hospital was operating at a 7.52% vacancy rate, with 121.5 positions vacant.

The nursing staff has had 22 new C.N.A.'s and 10 new R.N.'s complete the orientation and training program and begin working in the resident care units as of Friday September 8th. A majority of the operations division departments and several other departments are also increasing staffing levels.

Due to the relatively high staff vacancy rate at the beginning of this fiscal year and the lead-time required to fill positions, several departments have continued to use overtime and per diem staffing to provide essential services. The nurse staff orientation and training time also adds to labor expenses. As LHH is able to fully staff all departments, the use of overtime and per diem should be significantly contained. LHH will continue to monitor labor expenses and seek authorization to continue hiring staff to the extent permitted by the hiring plan and the budget.

News From the State Capital

AB 1731 Enacted

Governor Davis has signed into Law AB 1731 (Shelly), a comprehensive nursing home reform bill, which will have significant impact on the operation of Skilled Nursing Facilities in California. The bill includes approximately 30 new regulatory provisions, many of which will benefit the industry and consumer. Several of the elements of the bill could have significant impact on Laguna Honda, including the following:

- This bill declares the intent of the Legislature to increase the minimum number of direct care nursing hours per patient day in skilled nursing facilities. The bill requires the State Department of Health Services (DHS) to determine the need and provide recommendations for any increase in the minimum number of nursing hours per patient day and perform designated analysis. The bill requires the department to

prepare a report on its analysis and recommendations and submit the report to the legislature by May 1, 2001.

A previous version of this bill had recommended 3.5 hours per patient day by 2004. The national literature suggests movement to approximately 4 hours per patient day. Laguna Honda currently operates at approximately 3.5 hours per patient day. The analysis required by this bill could lead to recommendations for significant changes in State required staffing levels.

- The bill requires DHS to make an onsite inspection or investigation within 24 hours of the receipt of a complaint in any case in which there is a serious threat of imminent danger or death or serious bodily harm; to provide designated notice to the complainant and to send a copy of the citation to each complainant by registered or certified mail and to advise the facility that it is unlawful to discriminate or seek retaliation against a complainant.
- This bill will increase the civil penalties up to \$100,000 per incident for a skilled nursing facility with regard to Class AA violations. Increased penalties have also been assigned to Class A and Class B violations.
- This bill requires the DHS to examine several alternative rate methodology models for our new Medi-Cal reimbursement system for skilled nursing facilities and to submit to the legislature a report and proposal for any statutory changes necessary to implement certain objectives relating to changes in this methodology. The bill also appropriates \$500,000 to the department for the purpose of implementing these provisions.

It is widely anticipated that this analysis will focus on some form of acuity based reimbursement system as has been already implemented in many other states. LHH is hopeful that the study will be done objectively and will influence the process. Laguna Honda and other SNFs could potentially receive more appropriate reimbursement for the high acuity patients we care for.

Mr. Funk will provide an abstract or Executive Summary of this bill as soon as it is available from our trade associations.

Lawsuit Status

The Region 9 HCFA office has not responded to the State Plan Amendment resubmitted by the Department of Health Services. Hanson and Bridget has transmitted another letter to HCFA articulating legal precedent and authority which that agency can exercise to approve the State Plan Amendment, which should yield approximately \$1.2 million to Laguna Honda for FY-1996 revenues. Mr. Funk will continue to keep the Joint Conference Committee apprised on this issue.

Annual Licensing and Certification Survey

September marks the fifteenth month since the beginning of our last annual licensing and certification survey, the maximum time allowed between surveys. Therefore, we are expecting the survey team to arrive at virtually any time. Mr. Funk reported that under Chief Operating Officer Robert Christmas' leadership, and with his survey expertise, the hospital is well prepared to successfully manage the survey process. Mr. Christmas will present an Executive Summary of LHH preparation efforts in formation of the Joint Conference Committee later in the meeting.

On Our Own Terms: Moyers on Dying

This past month, there has been much national acclaim on an upcoming broadcast produced by Bill Moyers, an award-winning journalist and social commentator. This program has been highly touted by Time Magazine, the August edition of AARP Magazine, and many other healthcare periodicals.

The program is titled, "On Our Own Terms", which is a hard hitting look at death in the 21st century and the struggle to balance medical intervention with comfort and dignity at the end of life.

The Laguna Honda Hospital Hospice is featured in this program by virtue of its national reputation for providing extremely high quality end of life care with great compassion. The program aired September 10th through 13th at 9p.m. Eastern time on PBS. Mr. recommended the Joint Conference Committee members view this program to appreciate the leadership and recognition given to the exemplary services provided by the San Francisco Department of Public Health, and the fine work of LHH staff.

Laguna Honda Replacement Project Status

The planning for the Laguna Honda Hospital Replacement Project is off the launching pad and on target as planned. Mr. Michael Lane, Project Director, and Mr. Jim Kautz, the Program Manager from Anshen and Allen, will provide a summary report of the planning process to initiate design work.

4) STATUS REPORT ON THE LAGUNA HONDA HOSPITAL REPLACEMENT PROJECT

(Michael Lane, Project Director)

Michael Lane, Project Director, and Jim Kautz, Program Manager from Anshen and Allen, presented an update, including:

Technical Issues

- a) Schedule Overview
- b) Architectural Contract
- c) National Advisory Council
- d) Programming of the New Facility
- e) Coordination with OSHPD
- f) Environmental Impact Report
- g) Construction Manager – Request for Qualifications
- h) Hazardous Materials Consultant – Request for Qualifications
- i) SB 1953 Seismic Safety
- j) Assisted Living

Financial Issues

- a) General Obligation Bond Sales
- b) First Installments of Tobacco Settlement Funding
- c) HUD Grant for Assisted Living
- d) HRSA Grant for Temporary Plant
- e) Financial MOU between DPH and DPW
- f) Fund Raising
- g) SB 1128 Deadline Extension

General Issues

- a) Steering Committee
- b) Policy Committee
- c) Program Office
- d) Public Information
- e) Presentation at the November 7, 2000 Health Commission Meeting

They also provided a proposed Master Schedule and a Program Validation Process (Attachment A)

Commissioner Monfredini offered to host a dinner for the National Advisory Council, which will meet in San Francisco. This Council will be a panel of national experts to advise the Policy Committee.

Mr. Wagner will oversee the fund-raising aspects for equipment and furnishings for the new facility. \$20-25 million will be needed. There will be a fund-raising entity formed.

5) **UPDATE ON THE ANNUAL LICENSING AND CERTIFICATION SURVEY
PREPARATION FOR LAGUNA HONDA HOSPITAL**
(Robert Christmas, Chief Operating Officer)

Mr. Christmas gave an update on preparations for the annual survey (Attachment B).

He also gave Commissioners samples of information cards for employees.

At this point, the team of State surveyors arrived and was introduced to the Commissioners.

6) **FINANCE REPORT**
(Nancy Arata, Chief Financial Officer)

Ms. Arata submitted the July Summary Statistical Information and the Statement of Revenues and Expenses one month ending July 31, 2000 (Attachment C).

Mr. Wagner suggested that the number of deaths be extrapolated from the Statistical Information.

Commissioner Umekubo suggested there be tracking of those discharges that return for admission.

7) **DIRECTOR OF NURSING REPORT**
(Mary Louise Fleming, Director of Nursing)

Ms. Fleming reported 30 new employees have been hired and trained; 10 vacancies remain. A system addressing the budget and staff is being put in place; however, the budget is not sufficient to cover staffing needs. Based on the acuity level of patients, a new staffing ratio shows 3.8 instead of 3.5, which is the budgeted amount. She is looking at delivery patterns, operational infrastructure, return to work issues, and different allocations of staffing. There is a change in the culture and operations within Nursing. She pointed out the level of acuity only measures basic medical issues but not the behavioral issues. Minimum data sets should be more reflective of long term care.

Ms. Fleming submitted the Division Organization Plan and Preparation Expectations, (Attachment D).

8) MEDICAL LEADERSHIP REPORT

(Dr. Terry Hill, Medical Director)

UCSF Center of Gerontological Nursing Excellence Site Visit

On August 22nd, Terry Hill and Mary Louise Fleming participated in a Hartford Foundation site visit at UCSF School of Nursing. The Hartford award would create a Center of Gerontological Nursing Excellence at UCSF. Three UCSF nursing faculty members work part-time at Laguna Honda in the Division of Medicine, including Carole Deitrich, who directs the UCSF Gerontological Nurse Practitioner Program. Laguna Honda has approved three new School of Nursing research projects in the last year.

Geriatric Neurology Conference

Nearly 100 people attended a conference on geriatric neurology hosted by Laguna Honda Hospital on August 18-20th. Featuring Carole Lewis, PT, Ph.D, the conference focused on recent developments in neurological rehabilitation of the geriatric patient. Laguna Honda's Food Services, Information Services, and Plant Services departments graciously contributed to hosting the conference.

Bioethics Collaborative

On August 10th the LHH Bioethics Committee and the Department of Education and Training hosted a bioethics collaborative with the Stanislaus Long Term Care Bioethics Forum and the East Bay Long Term Care Bioethics Consortium. About 20 visitors engaged LHH staff on a series of topics ranging from end-of-life to substance abuse to sexuality.

Conference on Community-Based Long-Term Care, October 6

The San Francisco DPH Division of Primary Care and Laguna Honda Hospital are collaborating on a conference entitled "*Community-Based Long-Term Care: The Role of the Primary Care Provider,*" to be held Friday, October 6, from 9:30 a.m. to 3:00 p.m. at Laguna Honda. Presented by the California Association of Long-Term Care Medicine, other collaborators include the California Geriatric Education Center, the Stanford Geriatric Education Center, the Goldman Institute on Aging, and On Lok.

The conference will focus on a practical tool and decision-making framework developed to help physicians and other health professionals link patients to community-based long-term care services. Research has shown that community-based services are under-utilized in long-term care service delivery, in part because of gaps in physician knowledge about the myriad of community resources and the primary care role in helping patients access these resources. The program will be highly interactive, including small group discussion of problem cases and presentation of the evaluation and referral framework. A panel of San Francisco experts will address local resources available to physicians and patients.

The conference targets physicians, nurse practitioners, social workers and other health professionals. The faculty include Dan Osterweil, MD, Clinical Professor, UCLA School of Medicine; Elizabeth Heck, LCSW, Los Angeles Alzheimer's Association; Terry Hill, MD, Medical Director, Laguna Honda Hospital; Gay Kaplan, RN, NP, Acting Executive Director, North of Market Senior Services; Nancy Brundy, Director of Aging Health Services, Goldman Institute on Aging; and Doreen DermLeod, MSW, Director of Social Services, On Lok. DPH staff can register at a discounted fee.

9) **GENERAL PUBLIC COMMENTS ON ANY MATTER WITHIN THE SUBJECT MATTER JURISDICTION OF THE JOINT CONFERENCE COMMITTEE FOR LAGUNA HONDA HOSPITAL**

None.

10) **PUBLIC COMMENTS ON ALL MATTERS PERTAINING TO THE CLOSED SESSION**

The JCC-LHH deferred the closed session items (Quality of Care and Quality Assurance matters) to next month's meeting.

Commissioner Umekubo announced the next JCC-LHH meeting will be Monday, October 16, 2000 at 9:30 a.m.

The meeting was adjourned at 11:35 a.m.

Sandy Ouye Mori
Executive Secretary to
the Health Commission

Attachments (4)