

Sherman County Health District Board of Directors Meeting Minutes

Regular Board Meeting

November 18, 2021
Moro, Oregon

Present:

Board Members: President Bert Perisho, Vice President Jayme Mason, Director Janice Strand, Director Mike McArthur, Director Linda Cornie

Staff: Dr. Tracy Willett, Supervising Physician; Caitlin Blagg, District Administrator

Visitor:

Call to Order: President Perisho called the meeting to order at 5:31 p.m.

Visitor's comments on agenda items (Discussion to be regarding agenda items only):

Consent Items

- A. **REGULAR MEETING MINUTES:** After reviewing the minutes from the October 14th, 2021, Regular Board meeting, **Director Cornie made a motion to accept the minutes as written. Director Strand seconded. No discussion. Motion carried (unanimous).**
- B. **WRITTEN COMMUNICATION MINUTES:** After reviewing the written communication via E-Mail from October 25th, 2021, **Director Strand made a motion to accept the written communication via email document. Vice President Mason seconded. No discussion. Motion carried (unanimous).**
- C. **FINANCIAL REPORT:** Handed out was a financial report put together by District Administrator Blagg stating the District's cash on hand as of the end of October 2021 was \$237,138.19. Also presented was a Profit & Loss statement as of October 2021. The check register for October 2021 was gone over to explain some of the different costs. **A motion was made by Vice President Mason to accept the financial report for October 2021. Director Strand seconded. No discussion. Motion carried (unanimous).**
- D. **PATIENT REPORT:** The patient report for October 2021 was given to the Board members for review. Average patient per day number was 7.13. Average number of Medical Assistant visits per day was 8.25. These nursing visits were only the visits that were scheduled as a nursing visit; they do not include any 'add on labs' that clinicians might have requested as part of an office visit.

PA-C & Administration Report

- A. **Dr. Tracy Willett, MD, Supervising Physician:** No report given. Will have items to talk about during the Supervising Physician Update agenda item.
- B. **Caitlin Blagg, District Administrator:** District Administrator informed the Board that she had been working closely with North Central Public Health Department on getting

people COVID booster shots. 138 people attended the Covid Booster clinic in Moro on November 9th. Around 90 are scheduled for December 1st in Wasco. It seems like people are appreciating the direct outreach approach, as Ms. Blagg is contacting people directly and getting them signed up.

The flu shot clinic was held. Even though this event was considerably later than normal, we still had approximately 50 people show up. Dr. Willett was on site for us to be able to hold this event, as Erin Haines was on vacation.

Old Business

- A. **COVID-19 UPDATE:** District Administrator Blagg told the Board that the first batch of monoclonal antibodies were received from Mid-Columbia Medical Center and then we finally received our order from the State. We have given 4 monoclonal antibodies treatments, with seemingly successful results. We continue to provide Covid testing and treatment. Once Ms. Haines returns from vacation, we will schedule a date to give the vaccine to children ages 5-11.
- B. **PROPERTY PURCHASE:** District Administrator Blagg told the Board that \$1,000 had been given in Earnest Money and expected closing date was Dec. 1, 2021.
- C. **WORK SESSION REVIEW:**
 - a. Update to Scheduling System: One immediate change as a result from the work session was to take a close look at how we are scheduling patients. To attempt to meet the Board's goal of 2100 patient visits per year, we needed to streamline our scheduling process. Ms. Blagg gave the Board a copy of the updated scheduling model.

New Business

- A. **2020-2021 AUDIT REVIEW FROM FRIEND & REAGAN:** Ms. Blagg shared copies of the final 2020-2021 Audit as prepared and presented by Friend & Reagan.
- B. **2020-2021 SECRETARY OF STATE AUDIT PLAN OF ACTION:** Ms. Blagg presented the Secretary of State Audit Plan of Action regarding the found significant deficiencies. Ms. Blagg read the action plan and President Perisho signed the letter. Ms. Blagg will send it to the Secretary of State.
- C. **SUPERVISING PHYSICIAN UPDATE:** In January 2022 the rules surrounding the requirements of a Physician Assistant will be changing. Once the rules are finalized the Board will have to review Dr. Tracy Willett's contract and update as needed. Overview of the proposed changes are attached as part of the minutes.
- D. **SHERMAN COUNTY CEDS UPDATE:** District Administrator Blagg gave the Board a copy of the current CEDS list and the updates she is suggesting for the Health District. The Board agreed with the proposed changes and asked Ms. Blagg to send the update back to Georgia Macnab at the Planning Office.

Intro to PA Modernization Law in OR and How It Will Change SCMC Practice

1. In 2021, the Oregon Legislature passed House Bill 3036 to update PA practice. In brief, the new regulations will end the supervision model and replace it with a collaborative model. The Supervising Physician agreement will be phased out over time. The bill will grant PAs independent power to prescribe and dispense medication. It will end current stipulations regarding a PA prescribing under a doctor's authority, currently mandated chart reviews, telephone availability of medical director, on-site supervision, and PA practicing within the scope of the physician's practice. The final details of the regulations are not known at this point.

2. The Oregon Medical Board will implement the changes in two phases:

a. Sections of PA rules related to prescribing and dispensing, chart review, the autonomy of the PA to use their professional judgment based on community standards and their education and experience, and on-site supervision will be operational January 15, 2022.

b. The larger change from a supervision model to a collaborative model will be operational July 15, 2022. OMB will define rules for collaboration. The requirement for a PA to practice under a supervising physician will be ended completely at this time. The collaborative agreement will be kept on file at the clinic, unlike the current one which is submitted to and approved by the OMB.

3. There are a number of steps to be taken to move the clinic into compliance with the law and to align the medical director's job with the expanded PA practice.

a. Erin may apply to OMB after January 15 to prescribe and dispense medications independently.

b. As of then, Erin will not need the supervising physician to be available by phone during *all* clinic hours. She will follow standard consultation and referral procedures, using the medical director, emergency room, and specialists as resources depending on the situation.

c. Current chart review mandates will also be ended. They need to be replaced with a general quality control program which would apply to all practitioners.

d. The current Supervisory Agreement between PA and MD can be modified on January 15. This will stay in effect until the collaboration agreement is completed in July.

e. OMB will draft rules for the collaborative agreement in January and these will be operational on July 15, at which time SCMC would complete this. I assume that the PA will be able to practice within her scope of competence, and thus would be able to do things like

ultrasound (not within my competence, we had planned to have a separate supervisor under prior law); this needs more details from OMB.

4. The current contract for the medical director reflects PA law to some extent. I suggest that it be reevaluated by the board. My recommendations are:

a. The duties align with the Rural Health Center requirement for the medical director. These include providing consultation and overall general direction/supervision to practitioners, responsibility for the quality of care, developing, reviewing and signing policies and procedures, chart review, participating in Biennial Program Evaluation, review of Emergency Preparedness Manual, participate in drills. At present, one of these duties is that the physician provides patient consultation to the provider and does their own patient care at the clinic. How often the physician needs to see patients of their own is a question left vague by the RHC Conditions for Certification. The surveyor did not know the answer, so is contacting Baltimore for clarification. Given this, Caitlin inquired as to how many patient visits performed and billed by the medical director per year were needed now and received an answer of maybe two, maybe one.

b. The contract language "The Physician shall be available to provide patient care at the SCMC for a total of 8 hours per month" be changed to: 1. The physician shall be on site at SCMC for two visits per month and be available for seeing patients in consultation at that time. 2. The physician shall fulfill the stipulations of the RHC regarding the number of visits to be performed and billed by the medical director.

c. I agree with the Board decision not to stipulate a certain numbers of hour per month (as in current contract), but the agreement should reflect that the medical director works from home on many tasks. This is often more that the time on site.

d. When the provider is on vacation the medical director or substitute should be available by phone to clinic staff during hours of operation.

e. With respect to back-up for the medical director, Dr. Harpole has retired. Dr. Dillon has expressed interest in continued involvement. I propose that she be paid for coverage as needed, to be deducted from my compensation. How much this will be needed is to be determined as the above changes are instituted.

November 16, 2021
Dr. Willett

Good of the Order:

Future Agenda Items:

- Billing Position

Adjourn

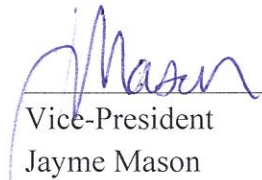
Vice President Mason made a motion to adjourn the meeting. Director Strand seconded. Meeting adjourned at 6:40 p.m.

The next Board Meeting will be on Thursday, December 9th, 2021, at 5:30 pm, in the Administration Office.


Respectfully submitted,
Caitlin Blagg
District Administrator



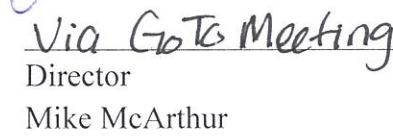
Board President
Bert Perisho




Vice-President
Jayme Mason



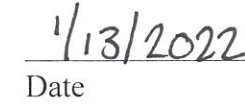
Director
Janice Strand



Via GoTo Meeting
Director
Mike McArthur



Absent
Director
Linda Cornie



1/13/2022
Date