

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF OAK VALLEY HOSPITAL DISTRICT  
OPEN SESSION  
July 24, 2023, 5:30p.m.  
1425 West H Street, Oakdale, CA 95361  
Royal Oak Conference Room**

**Board**

Dan Cummins, Chair Person  
Jim Teter, Vice Chair Person  
Louise Sanders, Secretary  
Edward Chock, M.D., Director  
Frances Krieger, Director

**Staff**

John McCormick, President & C.E.O.  
Ann Croskrey, CFO

**CALLED TO ORDER**

The District Board of Directors Meeting was called to order by Dan Cummins, Board Chair Person at 5:30p.m.

**PUBLIC COMMENT**

Public Comment read. Public in attendance.

**CONSENT CALENDAR**

The following item is presented for review and approval.

**Approval of Administrative Policies**

- Sick Leave (Human Resources)

Jim Teter made the motion to approve the “Sick Leave” policy. Edward Chock made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger

NOES:

ABSTAINED:

ABSENT:

**MOTION CARRIED**

**Approval of Administrative Policies**

- State Mandated Paid Sick Leave (PSL) (Human Resources)

Jim Teter made the motion to approve the “State Mandated Paid Sick Leave (PSL)” policy. Louise Sanders made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger

NOES:

ABSTAINED:

ABSENT:

**MOTION CARRIED**

**MEDICAL STAFF REPORT – John McCormick, President and C.E.O.**

The Medical Executive Committee requests the District Board’s approval of the following items forwarded from the July 19, 2023 meeting.

John McCormick reported on behalf of Andres Arellano, M.D., Chief of Staff. Recommend approval as presented.

**Forms/Policies**

The following forms and policies have been revised to meet current required The Joint Commission and CMS standards. They have been reviewed by the Policy, Procedures and Forms (PPF) Committee and appropriate Medical Staff Committees. Point of Care Documentation.

i. Formulary Request\_

**Addition**

- Micafungin

ii. FORMS

- FORM1010 Anesthesia – Intra-Op
- FORM0214 Request for Restrictions of Protected Health Information (PHI)
- FORM0215 Request for Amendment of PHI
- FORM0242 Denial of Request for Individuals Amended PHI

iii. POLICIES

**Administrative Manual**

Trauma Protocol (**RETIRE**)

**Administrative Manual/HIM**

- Access to Medical Records
- Annual Wellness Visit
- Canceling Patient Accounts
- Change in Attending Physician
- Charting Procedures
- Clinical Pertinence Discharge Summary / Chart Review
- Clinical Pertinence Review Timely Completion
- Disposal/Destruction of Confidential Material
- Faxing Protected Health Information (PHI)
- Oakdale Nursing and Rehabilitation Center Merge and Deleting Duplicate Records in the Electronic Health Record (EHR)
- Oakdale Nursing and Rehabilitation Center Point Click Care System Outage Policy
- Oakdale Nursing and Rehabilitation Center Transition to Electronic Health Record (EHR)
- Oakdale Nursing and Rehabilitation History and Physical Examination
- Oakdale Nursing and Rehabilitation Point Click Care Point of Care Documentation
- Retention of Original Business Record

### **Administrative Manual/QRM / Medical Staff**

- Medical Staff Peer Review

### **Anesthesia Services**

- Standards for Anesthesia Performance and Maintenance Criteria
- Preoperative Testing / assessment Criteria for Inpatient Procedures **(RETIRE)**

### **Case Management**

- Child Abuse Criteria and Reporting Procedures
- Dependent Adult and Elder Abuse Criteria and Reporting
- Domestic Violence Criteria and Reporting Procedure

### **Clinical Manual**

- Administration & Timing of Peri-Operative Prophylactic Antibiotics
- Intravenous Admixture Standardized Concentration for Adults **(RETIRE)**
- Medication Access and Administration when the Pharmacy is Closed
- Notification of Surgical on Call Team
- Pediatric Admission
- Safe Injection Practices
- Use of Restraints and Seclusion

### **Emergency Department Manual**

- Cervical Traction or C-Spine Immobilization
- Emergency Department Physicians Maintenance of Certification
- Guidelines for Chest Pain or Myocardial Infarction
- Saturation, Hospital Managing Department Excess Volume
- Trauma Protocol

### **Emergency Department Manual/Clinics**

- Assessment and Reassessment for Emergency Department Patients (Triage)

### **Emergency Department Manual/Intensive Care Unit**

- Propofol (Diprivan) Continuous Infusion for Intubated Patients in the Emergency Department and Intensive Care Unit **(RETIRE)**

### **GI Laboratory Manual**

- Endoscopic Retrograde Cholangiopancreatography Assisting With **(RETIRE)**

### **Infection Control**

- Influenza and Pneumococcal Vaccinations for Hospital Patients
- Respiratory Hygiene Program – Visitors and Patients

- Respiratory Therapy Powered Air-Purifying Respirators (PAPR), Use, Care and Maintenance

**Pharmacy Manual**

- Renal Dosing Guidelines
- Vancomycin Monitoring Protocol

**Respiratory Therapy**

- Abnormal Results Guidelines
- Adult Emergency Airway Kit – Supplies List
- Arterial Blood Gas Puncture
- Obtaining Blood Specimens by Heel Stick (**RETIRE**)
- Pediatric Ventilator Assessment

Jim Teter made the motion to approve the Medical Staff Report. Edward Chock, M.D. made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger

NOES:

ABSTAINED:

ABSENT:

**MOTION CARRIED**

**PRESIDENT AND CEO REPORT**

- John McCormick, President and Chief Executive Officer
- Ann Croskrey, Chief Financial Officer

**Approval of Lease Agreement for Oakdale Nursing and Rehabilitation Center**

Ann Croskrey, CFO presented the proposed Lease Agreement for Oakdale Nursing and Rehabilitation Center to the Board Members with a recommendation for approval. This is a 5-year lease with 4 additional 5-year extensions.

Jim Teter made the motion to approve the Lease Agreement for Oakdale Nursing and Rehabilitation Center. Edward Chock, M.D. made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger

NOES:

ABSTAINED:

ABSENT:

**MOTION CARRIED**

**Adjourn to Closed Session**

Jim Teter made the motion to adjourn to closed session. Edward Chock, M.D., made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger  
NOES:  
ABSTAINED:  
ABSENT:

**MOTION CARRIED**

Time Adjourned to Closed Session: 5:53p.m.

**ANNOUNCEMENT OF CLOSED SESSION**

Medical Staff Report - Approved  
President and C.E.O. Reports

- Personnel Issues – Report on personnel issues presented.
- Compliance Committee Update - Presented

**ADJOURNMENT**

Jim Teter made the motion to adjourn the Special Board of Directors meeting. Edward Chock, M.D. made the second. No public input.

AYES: Cummins, Sanders, Teter, Chock, Krieger  
NOES:  
ABSTAINED:  
ABSENT:

**MOTION CARRIED**

The Oak Valley Hospital District meeting was adjourned at 6:12p.m.

Recorder: Jill Andersen, Clerk of the Board.

APPROVED: \_\_\_\_\_  
Louise Sanders, Secretary

DATE: \_\_\_\_\_