

**MINUTES of the QUARTERLY MEDICAL STAFF MEETING**  
**APRIL 29, 2024**

**I. CALL TO ORDER:**

The meeting was called to order by Karambir Dalal, MD, Vice President of the Medical Staff at 6:00 pm in the Auditoriums.

**II. APPROVAL OF MINUTES:** The minutes of the January 22, 2024 meeting were approved electronically on February 12, 2024.

**III. CORRESPONDENCE: NONE**

**IV. TREASURER’S REPORT:** Dr. Bonvicino presented the 4<sup>th</sup> Quarter, 2023 year-to-date and 1<sup>st</sup> Quarter 2024 reports that was provided electronically in the meeting packet with the agenda sent to the Members as well as distributed at the meeting. Motion made and seconded to accept the Treasurer’s report as presented. Motion carried.

**V. CHIEF EXECUTIVE OFFICER’S REPORT:**

Mr. Ahearn reported on the following:

- Construction: Parking garage is slated to be completed by the end of this year or beginning of next year. All other construction projects are on track. Some parking challenges will be coming up as they will be working at the Outpatient entrance which is where all the power comes into the building which has to be moved. Mr. Ahearn asked for patience during this period.
- Anesthesia: Dr. Joshua Lane, Chair has started as of today. The transition has gone well.
- Financials: First Quarter was good. Expenses are under control.
- Patient Satisfaction: Scores are consistently rising. Mr. Ahearn commented that when speaking to the community he has been receiving positive feedback. Quality remains strong.
- Internal Medicine Residency Program: Our first graduation is coming up on June 20<sup>th</sup>. Mr. Ahearn thanked the Medical Staff for supporting this endeavor.

**VI. UNFINISHED BUSINESS: None.**

**VII. NEW BUSINESS:**

- |   |  |                     |                   |
|---|--|---------------------|-------------------|
| A. CPOE                                 | Goal is $\geq$ 85%. 2023 YTD overall is 99.83%.  | Members made aware. | Update as needed. |
| B. HCAHPS Physician Communication Score | Dr. Neblett concurred with Mr. Ahearn’s report above and commented that we are seeing improvement. Make sure the nurse knows what is going on. Dr. | Members made aware. | Update as needed. |

<u>TOPIC</u>	<u>FINDINGS/CONCLUSIONS</u>	<u>RECOMMENDATIONS/ ACTION TAKEN</u>	<u>FOLLOW-UP</u>
C. HIPAA Discussion	<p>Dalal suggested to compliment on the nursing staff to the patient to show collaboration.</p> <p>Mr. Ackerman, Director, Risk Management and Privacy Officer presented some issues that have been identified when we switched to Epic. When we went live with Epic, it brought up new alerts. There is a monitoring system that generates reports on activity within the record however they are false positives. Mr. Ackerman stressed that if you are the primary provider for a family member, you need identify yourself in Epic. Information is available on Provider Care Teams on how to tag yourself in the patient record. Dr. Neblett reported that you cannot view your own or family members charts. You must use MyChart. If you are caught looking up your information or a family member's information, there can be repercussions. They investigate every event however, 99% are not violations.</p>	Members made aware. MSO to distribute information on MyChart to the Medical Staff.	No follow up required.
<b>VIII. PRESIDENT'S REPORT:</b>			
MSNJ	Members were provided with a list of achievements for 2023. Dr. Spedick reviewed these achievements and stressed the importance of support from the Medical Staff. NJ is leading the way regarding Prior Authorization. Mr. Downs was scheduled to be here tonight but there was a miscommunication and he will be joining us at the September meeting.	Members made aware.	Update at next meeting.
Car Charging Station – Physician Parking Lot	Dr. Dalal reminded Members that there is a 3-hour limit on the car chargers. Be kind to your colleagues.	Members made aware.	No follow up required.

<u>TOPIC</u>	<u>FINDINGS/CONCLUSIONS</u>	<u>RECOMMENDATIONS/ ACTION TAKEN</u>	<u>FOLLOW-UP</u>
<b>IX. <u>MEDICAL STAFF REMINDERS:</u></b>			
A. Save the Date: CME End of Life Series	End of Life CME scheduled for Thursday, May 23 <sup>rd</sup> at 5:00 pm. Information was provided electronically in the meeting packet.	Members made aware.	No follow up required.
B. Patient Transfer Center	Members were provided with information regarding the Transfer Center. Dr. Neblett reminded the providers that this number is for all transfers. Question raised regarding OB patients. Dr. Neblett responded that she will research that.	Members made aware.	No follow up required.
C. Open Discussion	No items for discussion.	Members made aware.	No follow up required.

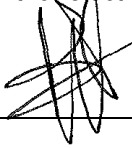
**X. NEXT QUARTERLY STAFF MEETING:** Monday, September 25, 2024. Please note date moved due to holiday conflict.

**XI. ADJOURNMENT:**

There being no further business to discuss, the meeting was adjourned at 6:26 pm.

These minutes were sent for electronic approval to all members of the Medical Staff and were approved on **May 13, 2024.**

Respectfully submitted,



\_\_\_\_\_  
 Karambir Dalal, MD  
 Vice President of the Medical Staff



\_\_\_\_\_  
 Marie Bonvicino, MD  
 Treasurer of the Medical Staff