

**EASTERN PLUMAS HEALTH CARE DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, July 23, 2015
10:00 A.M.
EPHC Education Center, Portola, CA**

Agenda

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 832-6564. Notification 72 hours prior to the meeting will enable the Eastern Plumas Health Care to make reasonable arrangements to ensure accessibility.

	<u>Presenter(s)</u>	<u>I/D/A</u>	<u>Page(s)</u>
1. Call to Order	Gail McGrath	A	
2. Roll Call	Gail McGrath	I	
3. Consent Calendar	Gail McGrath	A	
(A) Agenda			1-2
(B) Meeting Minutes of 6.25.15 Regular Board Meeting			3-5
(C) Meeting Minutes of 6.24.15 Standing Finance Committee			6
(D) Meeting Minutes of 6.22.15 Policy Committee			7
4. Board Chair Comments	Gail McGrath	I/D	
5. Board Comments	Board Members	I	
6. Public Comment	Members of the Public	I	
7. Auxiliary Report	Katie Tanner	I/D	
8. Chief of Staff Report	Eric Bugna, MD	I/D	
9. Committee Reports	Board Members	I/D	
• Finance Committee			
10. Chief Nursing Officer Report	April Fox	I/D	
11. Director of Clinics Report	Bryan Gregory	I/D	

12. Recommendation for Approval of Policies		I/D/A	
<ul style="list-style-type: none"> • BOD Conflict of Interest • SNF Annual Review 			
13. Chief Financial Officer Report	Jeri Nelson	I/D	8-18
<ul style="list-style-type: none"> • June Financials 			
14. Chief Executive Officer Report	Tom Hayes	I/D	
<ul style="list-style-type: none"> • 2014-2015 Operations Plan • Other 			19-23
15. Closed Session	Gail McGrath	I/D/A	
I. Closed Session, pursuant to Health and Safety Code 32155, to review reports on Quality Assurance.			
II. Closed Session, pursuant to Government Code Section 54957 to consider the following privileges and appointments to the medical staff:			
a. Recommendation for One Year Provisional Privileges			
<ul style="list-style-type: none"> • David Dapra, MD • Jennifer Hone, MD 	<ul style="list-style-type: none"> Neurology Telemedicine Endocrinology 		
b. Recommendation for Two Year Courtesy Privileges			
<ul style="list-style-type: none"> • Mindy Cooper-Smith, MD • Katherine Hemela, MD • Mario Garibotti, DDS 	<ul style="list-style-type: none"> Pathology Psychiatry Dentistry 		
16. Open Session Report of Actions Taken in Closed Session	Gail McGrath	I	
17. Adjournment	Gail McGrath	A	

**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE BOARD OF DIRECTORS**

Thursday, June 25, 2015

10:00 A.M.

EPHC Education Center, Portola, CA

Minutes

- 1. Call to Order.**
The meeting was called to order at 10:10 am by Gail McGrath.

- 2. Roll Call.**
Present: Dr. Paul Swanson, Janie McBride, Jay Skutt, Lucie Kreth, Eric Bugna MD and Gail McGrath.
Absent: None
Staff: Tom Hayes, CEO, Jeri Nelson, CFO, and Alanna Wilson, Administrative Assistant.
Visitors: Approximately 2 visitors were present at the start of the meeting.

- 3. Consent Calendar.**
Mr. Skutt motioned to approve the consent calendar. A second was made by Ms. McBride. None opposed, the motion was approved.

- 4. Board Chair Comments.**
None

- 5. Board Comments.**
None

- 6. Public Comment.**
None

- 7. Auxiliary Report**
Katie Tanner reported that the Nifty Thrifty grossed \$14,946.00 for the month of April. They had 871.25 volunteer hours and 11 hours in the lobby.

- 8. Chief of Staff Report**
Dr. Bugna reported that Dr. Mustafa is leaving at the beginning of July. The organization will recruit for dermatology coverage. Dr. Bugna also reported that Doctors and clinics are doing well.

- 9. Committee Reports**
 - **Finance Committee**
Dr. Swanson reported a \$146,000.00 loss for the month. Half of the loss was due to invoices from prior months while the other half was due to overtime. Dr. Swanson also reported that the Finance Committee reviewed the 2015/16 Budget and recommends approval. Ms. McBride stated that she is impressed with the growth that the organization is showing.
 - **Q/A Committee**
Ms. McGrath reported that the committee had discussed indicators, meeting of the goals and how departments will fix any deficiencies.

10. Director Of Nursing Report:

- Ms. Cocking reported that April Fox will start as the new CNO on July 8th. Ms. Fox has excellent credentials and a Q/A background. She will be well suited for our organization.
- Ms. Cocking reported that Stacy Andersen will be returning to our organization as the Acute/ER nurse manager.
- Ms. Cocking discussed a handout regarding Safe Patient Handling and Procedures.
- Ms. Cocking was commended and thanked for the time she spent with the organization.

11. Clinic Report:

- Mr. Gregory reported that several providers will be out on vacations in June however; this will not affect patient's ability to be seen. Dr Blanco will be out for two weeks and Dr. Mario Garibotti will be available to see patients in the Portola Clinic.
- Mr. Gregory reported that the clinic build for Healthland begins next week.
- Mr. Gregory stated that we are moving forward with the new clinic developing policies, etc.
- Mr. Gregory also reported that the County Board of Supervisors granted MHSA money in the amount of \$75,000.00 to EPHC for submission of a plan for behavioral health care.

12. Recommendation for Approval of Policies:

- Quality Safety and Performance Improvement Plan
- Anesthesia

After a brief discussion Mr. Skutt motioned to approve the policies. A second was made by Ms. McBride. None opposed, the motion was approved.

13. CFO Report:

- Ms Nelson reported that the month of June had a loss of \$146,874.00 due to high overtime and invoices from March and April booked in May. The organization should break even for the year.
- Ms. Nelson also reported that we have 40 days cash on hand; the line of credit has not been accessed.
- A discussion was had regarding overtime. Some of the overtime is due to the Centriq conversion as well as staff shortages.

14. 2015/15 Budget and Capital Equipment

Ms. Nelson reported that the budget was reviewed with each manager in detail as well as with the Finance Committee. She stated that the proposed budget includes a 2% increase in net income. The growth in the upcoming year will be in the SNF, clinics, and the ancillary departments. Ms. Nelson stated that this is a very goal oriented budget.

Ms. Nelson reviewed the Capital Budget.

Ms. McBride made a motion to approve the budget and capital equipment as submitted. A second was provided by Dr Swanson.

After a long discussion the budget was unanimously approved.

15. CEO Report:

- Mr. Hayes reported that he had meeting with Sierra County Board Members to discuss the consolidation of SVHD. Once all members are in full agreement we will discuss moving forward.
- The policy committee met and approved the new Board Conflict of Interest Policy to be submitted at the July Board meeting.
- Mr. Hayes reported that the organization has a new workman's comp company, Insurance Company of the West.
- Mr. Hayes invited the Board Members to the Employee Appreciation BBQ in August in Calpine.
- Mr. Hayes reported on a possible property donation. He will report more as he gets more information.

16. Closed Session.

Ms. McGrath announced the Board would move into closed session at 11:07 a.m.; pursuant to Health and Safety Code 32155 and Government Code Section 54957.

17. Open Session Report of Actions Taken in Closed Session.

The Board returned at approximately 11:58 am and announced

I. With respect to Health and Safety Code 32155, to review reports on Quality Assurance
No reportable action.

II. With respect to Government Code Section 54957 to consider the following privileges and appointments to the medical staff.

a. Approval of One Year Provisional Privileges
None

b. Approval of Two Year Courtesy Privileges

- **Michelle Kim, M.D.** **Family Medicine**
- **Jack Bertman, M.D.** **ER**

III. Adjournment. Ms. McGrath subsequently adjourned the meeting at 12:00 p.m.

Approval

Date

**EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL MEETING OF THE STANDING FINANCE COMMITTEE
OF THE BOARD OF DIRECTORS
Wednesday, June 24, 2015
1:00 p.m.
EPHC's Administrative Conference Room**

Minutes

- 1. Call to Order:** The meeting was called to order at 1:10 p.m. by Paul Swanson, MD.
- 2. Roll Call:**
Present: Janie McBride, Paul Swanson, M.D.
Staff: Tom Hayes, CEO, Jeri Nelson, CFO, and Alanna Wilson, Executive Assistant
Guest: None
- 3. Approval of Agenda:** The agenda was approved as submitted.
- 4. Approval of Minutes:** The minutes were approved as submitted.
- 5. Board Comments:** None
- 6. Public Comments:** None
- 7. CFO Report**
 - **May 2015 Financials:** Ms. Nelson reported the month of May had a loss of \$146,874.00 due to prior month's invoices and overtime. The Centriq conversion may be a factor in overtime. Ms. Nelson stated that she expects the organization to break even for the year. A/R is at 55 days.
 - **2015/2016 Budget:** Ms. Nelson stated that we have reviewed the proposed budget in detail with department managers. She reported that the organization will see a 2% increase in net income due largely to growth in the SNF departments and clinics. The Operating Budget and Capital Budget were reviewed in great detail. The committee will advise that the Board accept the 2015/16 Budget.

Adjournment: Ms. McBride adjourned the meeting at 9:55am

Approval

Date

**EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL MEETING OF THE POLICY COMMITTEE
OF THE BOARD OF DIRECTORS
Wednesday, June 22, 2015
3:00 p.m.
EPHC's Administrative Conference Room**

Minutes

- 1. Call to Order:** The meeting was called to order at 3:05p.m. by Gail McGrath.
- 2. Roll Call:**
Present: Gail McGrath, Janie McBride
Staff: Tom Hayes, CEO, Alanna Wilson, Administrative Assistant
- 3. Approval of Agenda:** The agenda was approved as submitted.
- 4. Board Comments:** None
- 5. BOD Manual:** All present approved the changes to the Board of Directors Manual. Alanna Wilson will make changes and the manual will be submitted at the August Board of Directors Meeting.
- 6. Conflict of Interest Policy** All present agreed that the policy is ready for the approval process. The policy will be submitted for approval at the July Board of Directors Meeting.
- 7. Adjournment:** The meeting was adjourned at 3:15 p.m.

Approval

Date

EASTERN PLUMAS HEALTH CARE DISTRICT

MEMORANDUM

Date: July 16, 2015
To: Board of Directors
From: Jeri Nelson, Chief Financial Officer
Subject: Summary of Financial Results – June 2015

Table 1. Consolidated Financial Results – June 2015

	Actual	Budget	Variance
Total Revenue	\$3,341,152	\$3,052,650	\$288,502
Contractual Adjustments	\$1,529,128	\$1,139,674	\$389,454
Bad Debt/Admin Adjustments	\$87,229	\$149,340	\$(62,111)
Net Revenue	\$1,724,794	\$1,763,637	\$(38,843)
Total Expenses	\$1,908,040	\$1,813,187	\$94,853
Operating Income (Loss)	\$(183,246)	\$(49,550)	\$(133,696)
Non-Operating Income(Expense)	\$330,936	\$97,654	\$233,282
Net Income (Loss)	\$147,690	\$48,104	\$99,586

Table 2. Consolidated Financial Results – Twelve Months Ended June 2015

	Actual	Budget	Variance
Total Revenue	\$38,152,544	\$37,696,826	\$455,718
Contractual Adjustments	\$15,642,527	\$14,125,128	\$1,517,399
Bad Debt/Admin Adjustments	\$1,283,497	\$1,843,700	\$(560,203)
Net Revenue	\$21,226,520	\$21,727,998	\$(501,478)
Total Expenses	\$22,002,506	\$22,003,808	\$(1,302)
Operating Income (Loss)	\$(775,987)	\$(275,810)	\$(500,177)
Non-Operating Income (Expense)	\$935,864	\$771,845	\$164,019
Net Income (Loss)	\$159,877	\$496,035	\$(336,158)

Outpatient revenue for June was a nice surprise, exceeding budget by \$360,000. The Emergency Department, Laboratory, Radiology and Clinics all had higher than expected volumes. We finished the year with net revenue \$500,000 under budget, and expenses just at budget. I have a couple more adjustments to book for year-end relating to our Medicare cost report and Inter Governmental Transfers with the State of California and the managed care insurance companies. These should get us to our targeted net revenue and net income. This has been a transitional year for us and I think we did an outstanding job. It also puts us in a solid position for the system and reimbursement changes coming.

**EASTERN PLUMAS HEALTH CARE
STATEMENT OF REVENUE & EXPENSE
FOR THE MONTH ENDED
JUNE 30, 2015**

	CURRENT PERIOD			YEAR TO DATE			ANNUAL
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET
OPERATING REVENUE							
INPATIENT ROUTINE	122644	166790	-44146	1570100	2044000	-473900	2044000
INPATIENT ANCILLARY	99559	154187	-54628	1448602	1889551	-440949	1889551
TOTAL INPATIENT	<u>222203</u>	<u>320978</u>	<u>-98775</u>	<u>3018702</u>	<u>3933551</u>	<u>-914849</u>	<u>3933551</u>
SWING ROUTINE	32596	13464	19132	414344	164000	250344	164000
SWING ANCILLARY	16359	13743	2616	303199	167390	135809	167390
TOTAL SWING BED	<u>48955</u>	<u>27207</u>	<u>21748</u>	<u>717543</u>	<u>331390</u>	<u>386153</u>	<u>331390</u>
SKILLED NURSING ROUTINE	500850	547383	-46533	6230700	6643000	-412300	6643000
SKILLED NURSING ANCILLARY	95510	84848	10662	914215	1031720	-117505	1031720
TOTAL SKILLED NURSING	<u>596360</u>	<u>632232</u>	<u>-35872</u>	<u>7144915</u>	<u>7674720</u>	<u>-529805</u>	<u>7674720</u>
OUTPATIENT SERVICES	2426513	2066072	360441	27004240	25683225	1321015	25683225
TOTAL PATIENT REVENUES	<u>3294030</u>	<u>3046489</u>	<u>247541</u>	<u>37885400</u>	<u>37622886</u>	<u>262514</u>	<u>37622886</u>
OTHER OPERATING REVENUE	47121	6162	40959	267144	73940	193204	73940
TOTAL REVENUE	<u>3341152</u>	<u>3052650</u>	<u>288502</u>	<u>38152544</u>	<u>37696826</u>	<u>455718</u>	<u>37696826</u>
=====							
DEDUCTIONS FROM REVENUE							
BAD DEBT/ADMINISTRATIVE ADJ'S	87229	149340	-62111	1283497	1843700	-560203	1843700
CONTRACTUAL ADJUSTMENTS	1529128	1139674	389454	15642527	14125128	1517399	14125128
TOTAL DEDUCTIONS	<u>1616358</u>	<u>1289013</u>	<u>327345</u>	<u>16926024</u>	<u>15968828</u>	<u>957196</u>	<u>15968828</u>
NET REVENUE	<u>1724794</u>	<u>1763637</u>	<u>-38843</u>	<u>21226520</u>	<u>21727998</u>	<u>-501478</u>	<u>21727998</u>
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OPERATING EXPENSES							
SALARIES	830851	808610	22241	9927742	9837081	90661	9837081
BENEFITS	242431	244270	-1839	2743406	2947482	-204076	2947482
SUPPLIES	186759	161424	25335	1704877	1971908	-267031	1971908
PROFESSIONAL FEES	261297	246909	14388	3131970	2983407	148563	2983407
REPAIRS & MAINTENANCE	67856	44006	23850	564348	528074	36274	528074
PURCHASED SERVICES	119054	94695	24359	1443383	1139334	304049	1139334
UTILITIES/TELEPHONE	50820	58599	-7779	695080	704146	-9066	704146
INSURANCE	33902	34975	-1073	345603	419698	-74095	419698
RENT/LEASE EXPENSE	16406	15109	1297	190520	181312	9208	181312
DEPRECIATION/AMORTIZATION	67319	76943	-9624	811902	923314	-111412	923314
INTEREST EXPENSE	20446	18115	2331	252407	217379	35028	217379
OTHER EXPENSES	10898	9534	1364	191269	150673	40596	150673
TOTAL EXPENSES	<u>1908040</u>	<u>1813187</u>	<u>94853</u>	<u>22002506</u>	<u>22003808</u>	<u>-1302</u>	<u>22003808</u>
OPERATING INCOME (LOSS)	<u>-183246</u>	<u>-49550</u>	<u>-133696</u>	<u>-775987</u>	<u>-275810</u>	<u>-500177</u>	<u>-275810</u>
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MISCELLANEOUS	287270	3083	284187	350720	37000	313720	37000
CONTRIBUTIONS	0	50000	-50000	48168	200000	-151832	200000
PROPERTY TAX REVENUE	43667	44570	-903	536975	534845	2130	534845
NON-OPERATING INCOME (EXPENSE)	<u>330936</u>	<u>97654</u>	<u>233282</u>	<u>935864</u>	<u>771845</u>	<u>164019</u>	<u>771845</u>
NET INCOME (LOSS)	<u>147690</u>	<u>48104</u>	<u>99586</u>	<u>159877</u>	<u>496035</u>	<u>-336158</u>	<u>496035</u>
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STATISTICAL DATA	CURRENT PERIOD			YEAR TO DATE			ANNUAL
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET
ACUTE INPATIENT ADMISSIONS	15	21	-6	186	250	-64	250
ACUTE PATIENT DAYS	43	60	-17	538	730	-192	730
SKILLED NURSING PATIENT DAYS	1431	1560	-129	17802	18980	-1178	18980
SWING BED DAYS	16	7	9	203	82	121	82
E.R. VISITS	381	337	44	3845	3530	315	3530
CLINIC VISITS	2626	2187	439	28208	26617	1591	26617

CURRENT ASSETS			
CASH	\$ 1,012,971	\$ 989,408	\$ (23,563)
LAIF SAVINGS	\$ 1,114,259	\$ 1,114,259	\$ -
ACCOUNTS RECEIVABLE NET	\$ 3,586,713	\$ 3,644,968	\$ 58,255
ACCOUNTS RECEIVABLE OTHER	\$ 587,491	\$ 614,645	\$ 27,154
INVENTORY	\$ 237,249	\$ 234,073	\$ (3,176)
PREPAID EXPENSES	\$ 68,602	\$ 62,821	\$ (5,781)
TOTAL CURRENT ASSETS	\$ 6,607,285	\$ 6,660,174	\$ 52,889
PROPERTY AND EQUIPMENT			
LAND AND IMPROVEMENTS	\$ 934,164	\$ 934,164	\$ -
BUILDINGS AND IMPROVEMENTS	\$ 10,147,957	\$ 10,147,957	\$ -
EQUIPMENT	\$ 10,280,613	\$ 10,280,613	\$ -
IN PROGRESS	\$ 495,331	\$ 526,611	\$ 31,280
	\$ 21,858,065	\$ 21,889,345	\$ 31,280
ACCUMULATED DEPRECIATION	\$ 14,629,619	\$ 14,696,974	\$ 67,355
TOTAL PROPERTY AND EQUIPMENT	\$ 7,228,446	\$ 7,192,371	\$ (36,075)
COSTS OF ISSUANCE NET	\$ 10,544	\$ 10,454	\$ (90)
TOTAL	\$ 13,846,275	\$ 13,862,999	\$ 16,724
CURRENT LIABILITIES			
LEASES PAYABLE	\$ 12,209	\$ 116,991	\$ 104,782
ACCOUNTS PAYABLE	\$ 1,194,635	\$ 1,266,272	\$ 71,637
ACCRUED PAYROLL/RELATED TAXES	\$ 1,010,800	\$ 1,073,488	\$ 62,688
OTHER CURRENT LIABILITIES	\$ 242,770	\$ 167,670	\$ (75,100)
TOTAL CURRENT LIABILITIES	\$ 2,460,414	\$ 2,624,421	\$ 164,007
LEASES PAYABLE	\$ 310,499	\$ 196,986	\$ (113,513)
CITY OF PORTOLA	\$ 307,800	\$ 305,705	\$ (2,095)
USDA LOANS	\$ 3,731,991	\$ 3,720,296	\$ (11,695)
DEFERRED REVENUE	\$ 167,670	\$ -	\$ (167,670)
MEDI-CAL LTC	\$ 2,404,712	\$ 2,404,712	\$ -
TOTAL LIABILITIES	\$ 9,383,086	\$ 9,252,120	\$ (130,966)
FUND BALANCE	\$ 4,451,002	\$ 4,451,002	\$ -
NET INCOME (LOSS)	\$ 12,187	\$ 159,877	\$ 147,690
TOTAL	\$ 13,846,275	\$ 13,862,999	\$ 16,724

**EASTERN PLUMAS HEALTH CARE
BALANCE SHEET
FOR THE MONTH ENDED
JUNE 30, 2015**

ASSETS

CURRENT ASSETS

CASH	989,408
INVESTMENTS	1,114,259
ACCOUNTS RECEIVABLE NET	3,644,966
ACCOUNTS RECEIVABLE OTHER	614,645
INVENTORY	234,073
PREPAID EXPENSES	<u>62,821</u>
TOTAL CURRENT ASSETS	6,660,173

PROPERTY AND EQUIPMENT

LAND AND IMPROVEMENTS	934,164
BUILDINGS AND IMPROVEMENTS	10,147,957
EQUIPMENT	10,280,613
IN PROGRESS	<u>526,611</u>
TOTAL PROPERTY AND EQUIPMENT	21,889,346
ACCUMULATED DEPRECIATION	<u>14,696,974</u>
NET PROPERTY AND EQUIPMENT	7,192,373

COSTS OF ISSUANCE NET	10,454
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TOTAL	13,862,999
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LIABILITIES AND FUND BALANCE

CURRENT LIABILITIES

LEASES PAYABLE	116,991
ACCOUNTS PAYABLE	1,266,274
ACCRUED PAYROLL/RELATED TAXES	1,073,488
OTHER CURRENT LIABILITIES	<u>167,670</u>
TOTAL CURRENT LIABILITIES	2,624,422

LEASES PAYABLE	196,986
USDA REPAIRS & DEFEASANCE	0
CITY OF PORTOLA- PROPERTY LOAN	305,705
USDA LOANS SNF	3,250,382
PLUMAS BANK LOAN LOYALTON	469,914
USDA LOAN LOYALTON & PORTOLA	0
DEFERRED REVENUE	0
LTC MEDI-CAL NET	<u>2,404,712</u>
TOTAL LIABILITIES	9,252,120

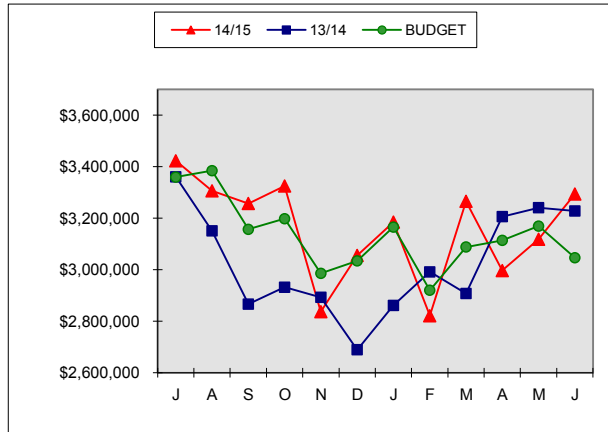
FUND BALANCE	4,451,002
NET INCOME (LOSS)	159,877

TOTAL	13,862,999
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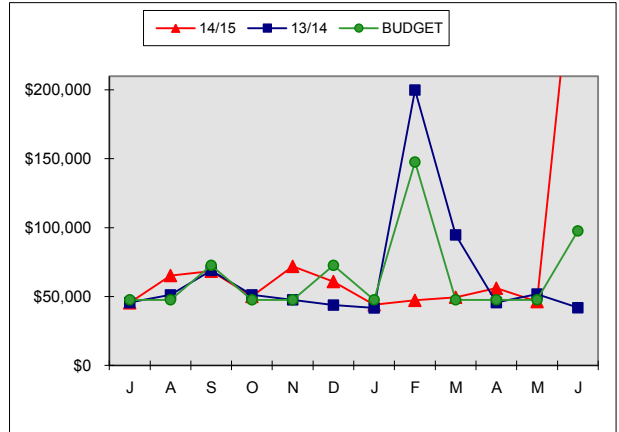
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EASTERN PLUMAS HEALTH CARE
MONTHLY FINANCIAL GRAPHS
FOR THE YEAR ENDED JUNE 30, 2015

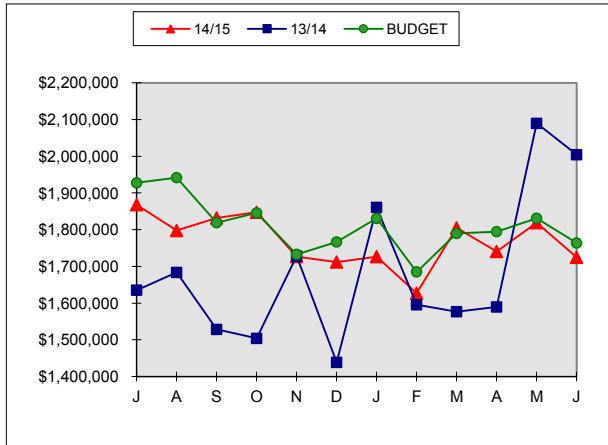
1. GROSS PATIENT REVENUE



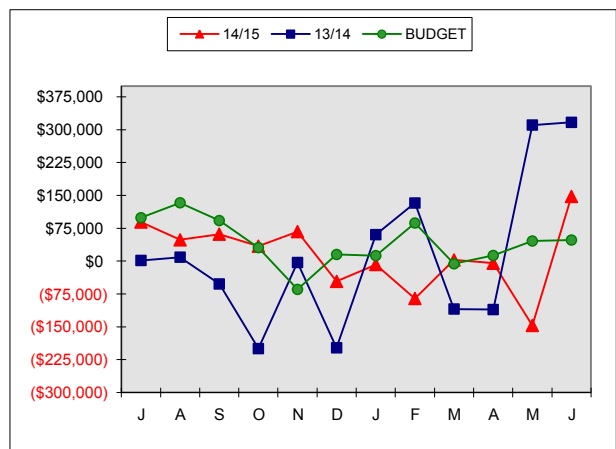
4. NON-OPERATING INCOME



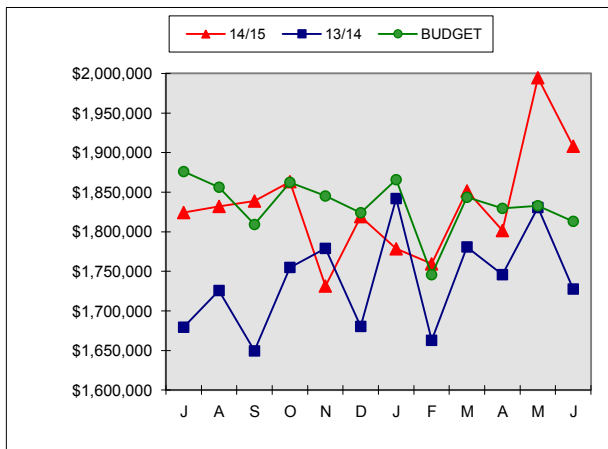
2. ESTIMATED NET REVENUE



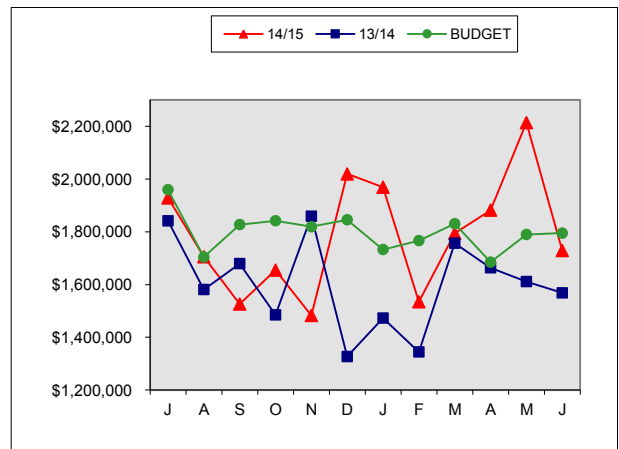
5. NET INCOME (LOSS)



3. OPERATING EXPENSES

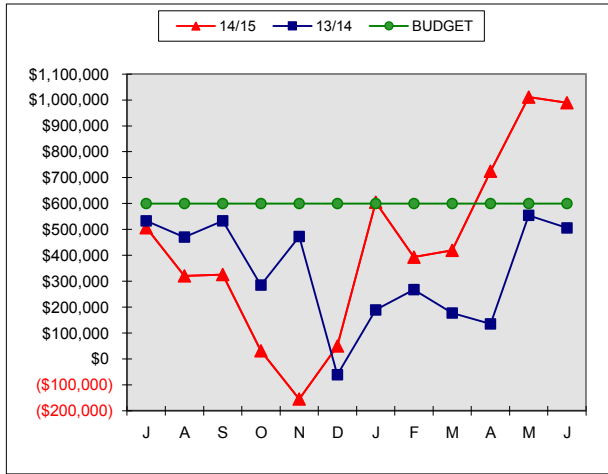


6. CASH RECEIPTS

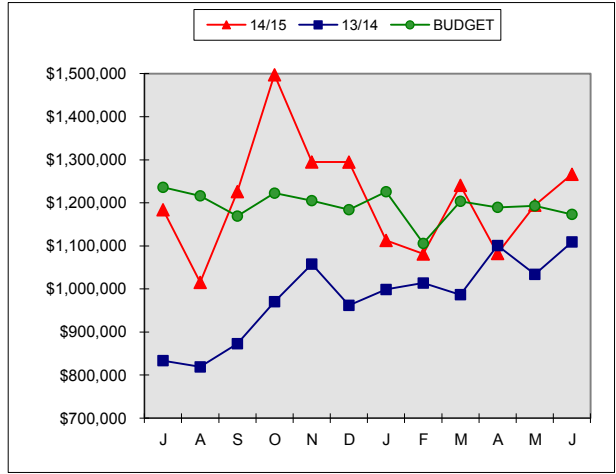


EASTERN PLUMAS HEALTH CARE
MONTHLY FINANCIAL GRAPHS
FOR THE YEAR ENDED JUNE 30, 2015

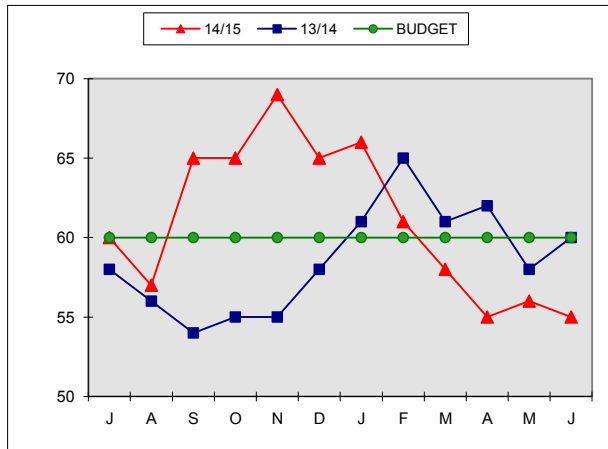
7. OPERATING CASH



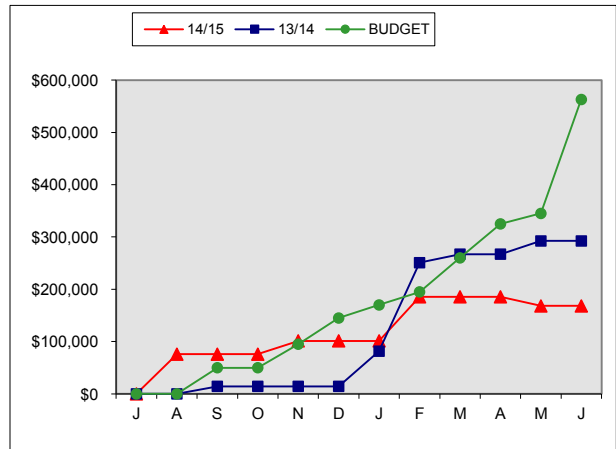
10. ACCOUNTS PAYABLE



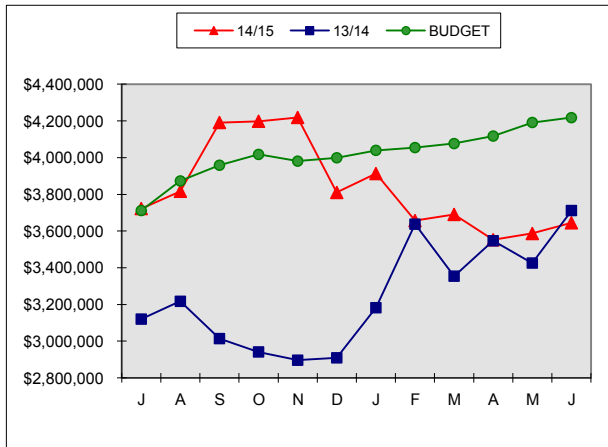
8. ACCOUNTS RECEIVABLE-DAYS



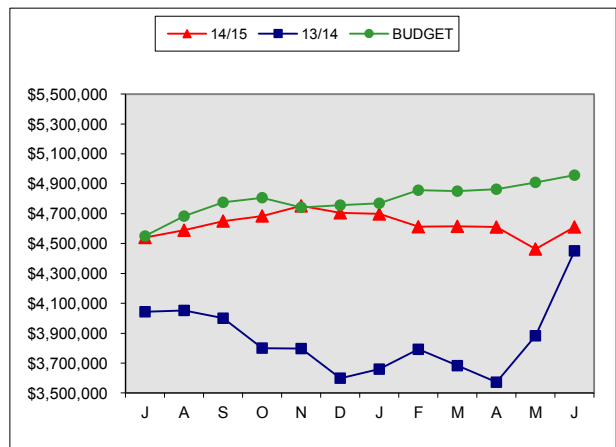
11. CAPITAL EXPENDITURES-YTD



9. ACCOUNTS RECEIVABLE, NET

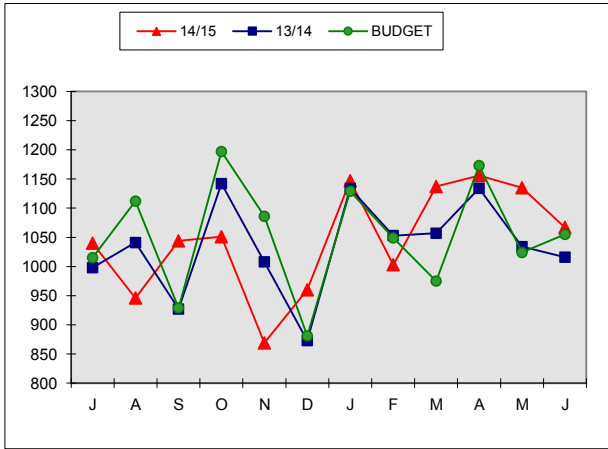


12. FUND BALANCE + NET INCOME (LOSS)

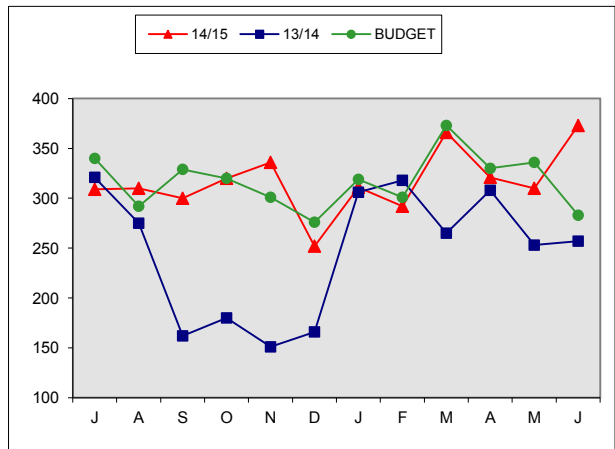


EASTERN PLUMAS HEALTH CARE
 MONTHLY FINANCIAL GRAPHS
 FOR THE YEAR ENDED JUNE 30, 2015

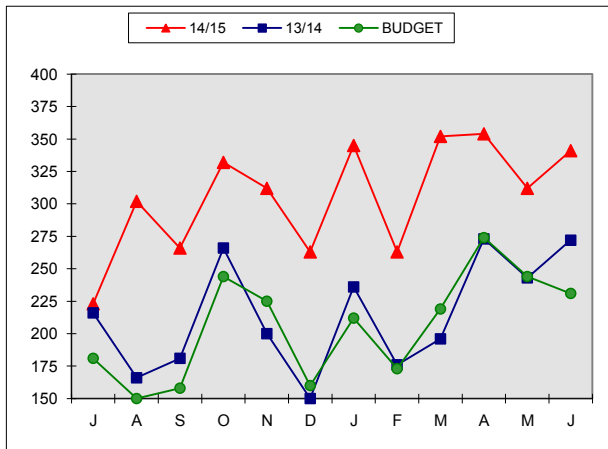
13. PORTOLA MEDICAL CLINIC VISITS



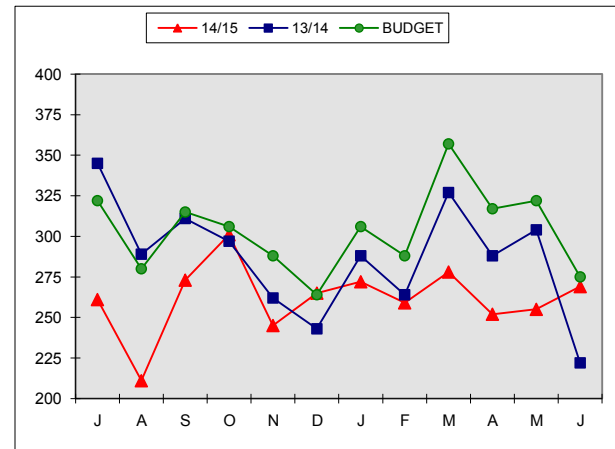
16. LOYALTON MEDICAL CLINIC VISITS



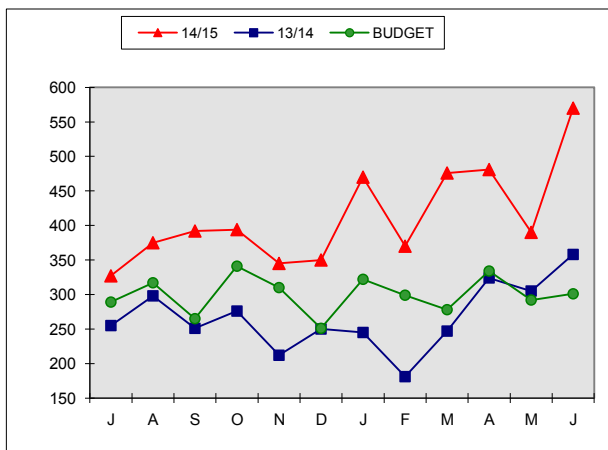
14. PORTOLA DENTAL CLINIC VISITS



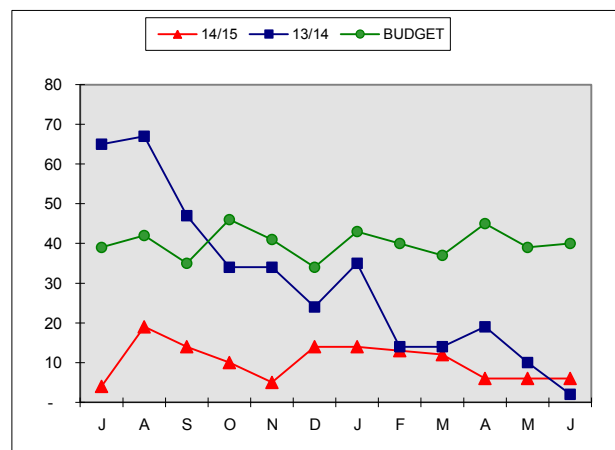
17. INDIAN VALLEY MEDICAL CLINIC VISITS



15. GRAEAGLE MEDICAL CLINIC VISITS

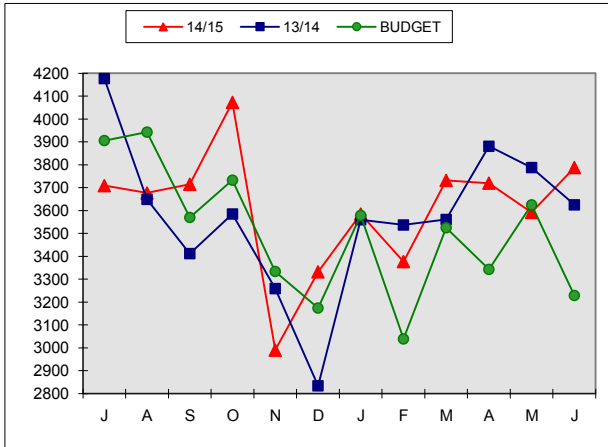


18. PORTOLA ANNEX VISITS

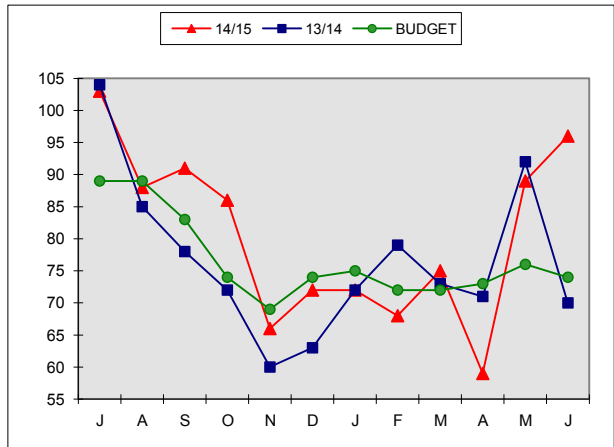


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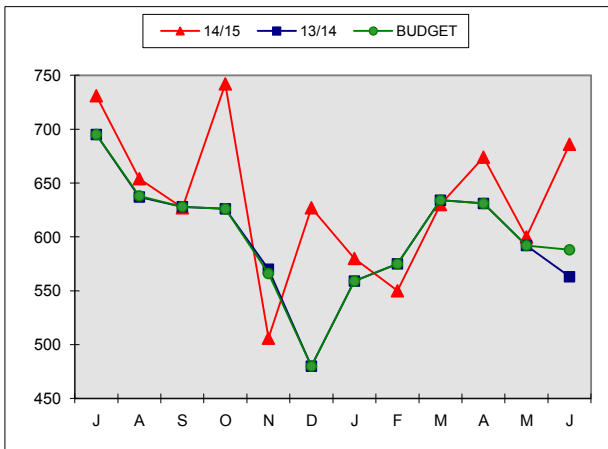
19. LABORATORY PROCEDURES



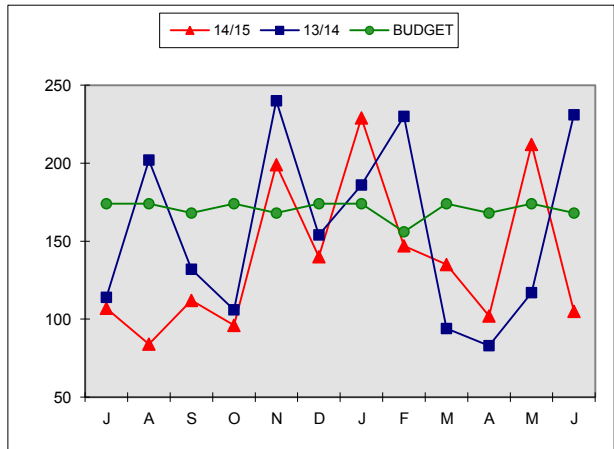
22. AMBULANCE RUNS



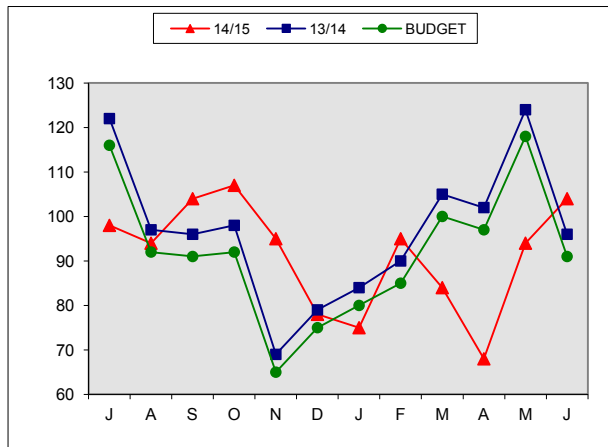
20. RADIOLOGY PROCEDURES



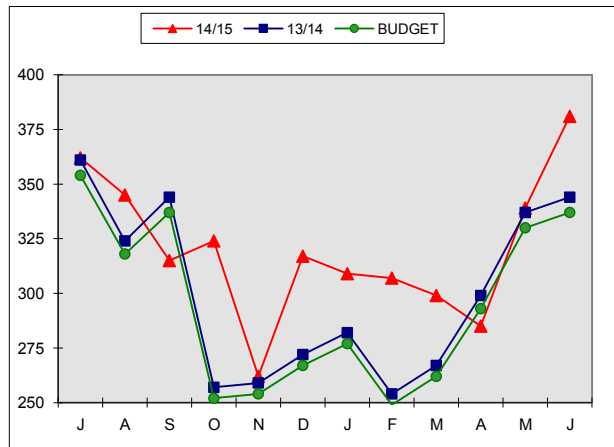
23. RESPIRATORY PROCEDURES



21. ECGS

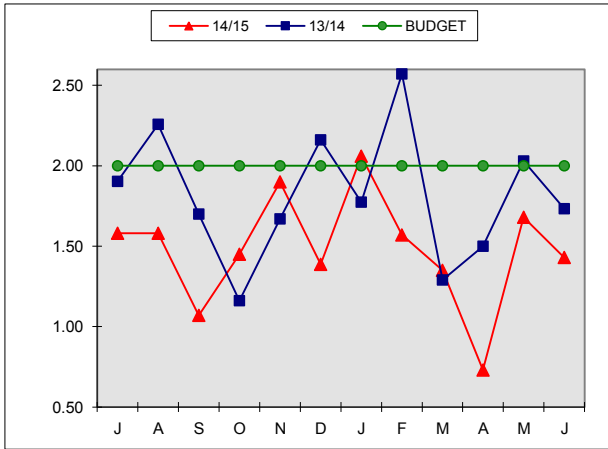


24. EMERGENCY ROOM VISITS

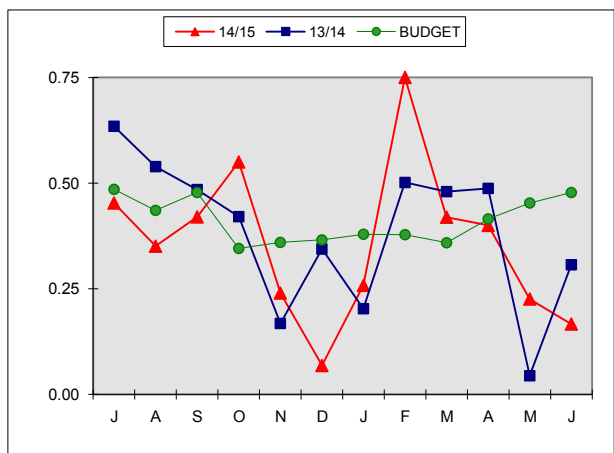


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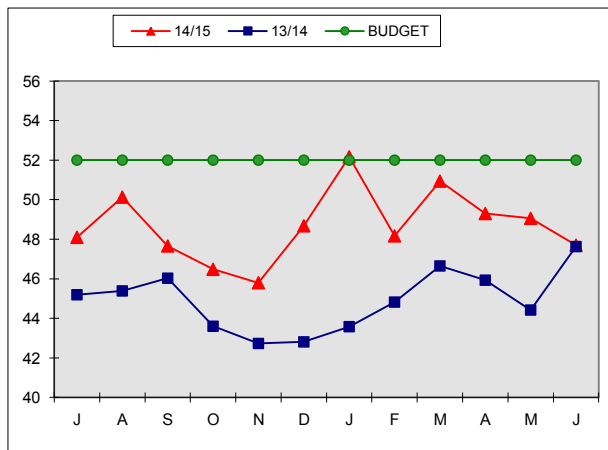
25. AVERAGE DAILY CENSUS - ACUTE



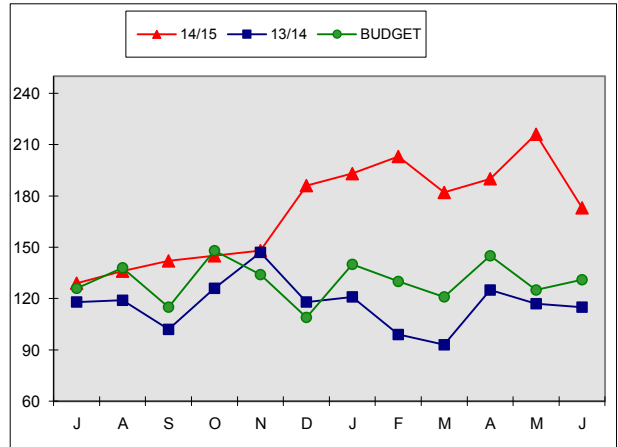
28. AVERAGE DAILY CENSUS - OBSERVATION



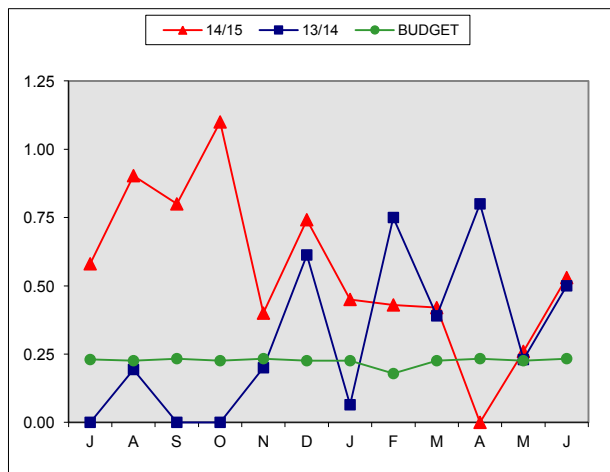
26. AVERAGE DAILY CENSUS - SNF



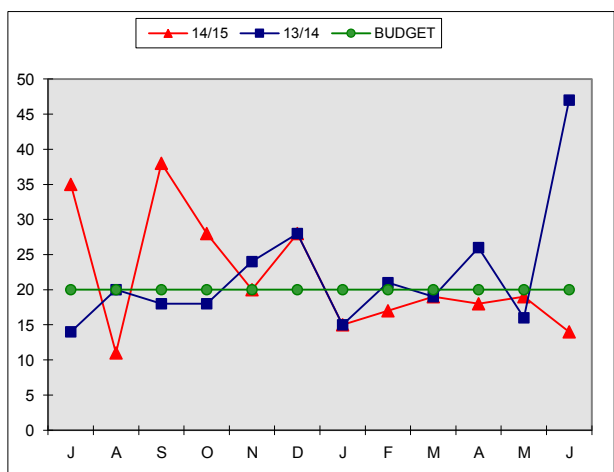
29. TELEMEDICINE VISITS



27. AVERAGE DAILY CENSUS-SWING

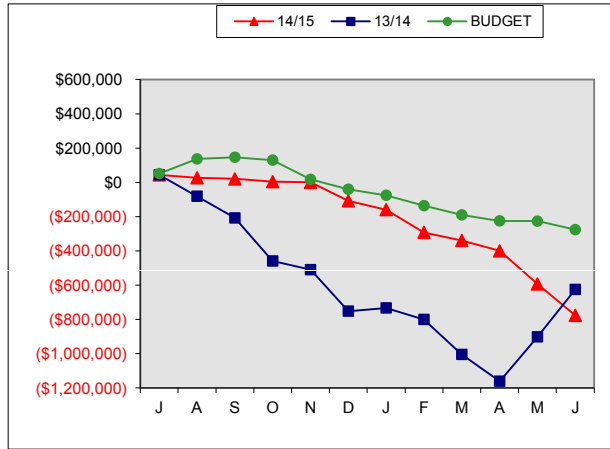


30. ENDOSCOPY PROCEDURES

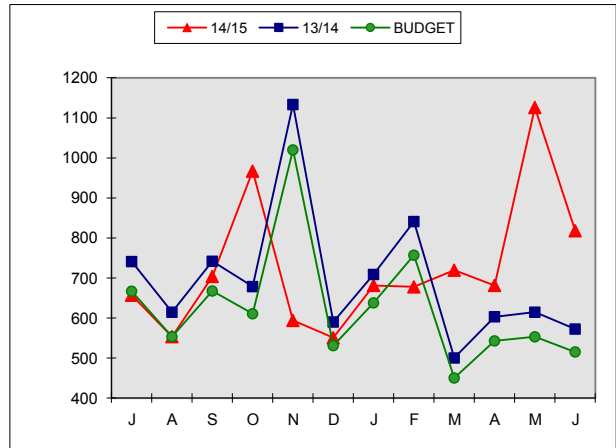


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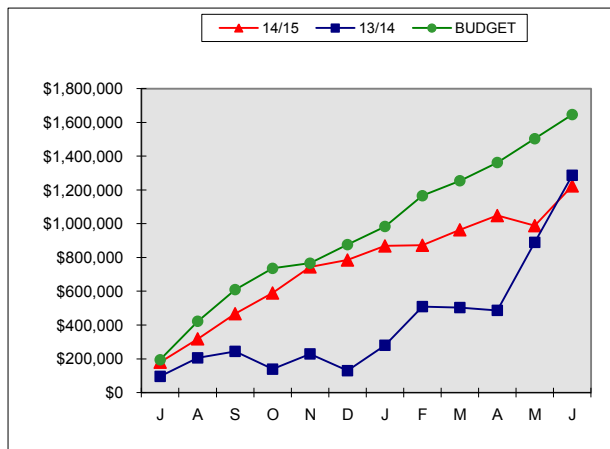
31. YEAR TO DATE OPERATING INCOME (LOSS)



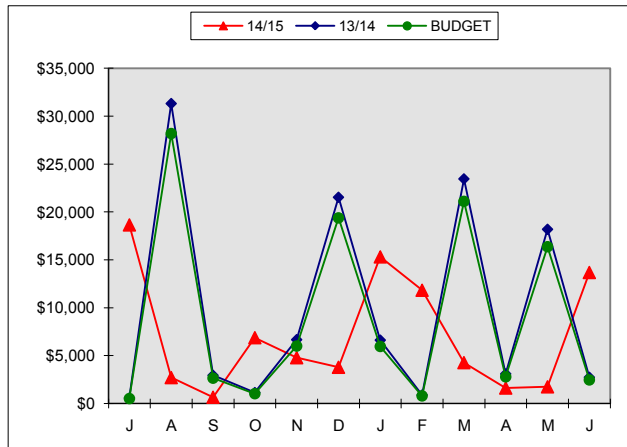
34. OVERTIME HOURS



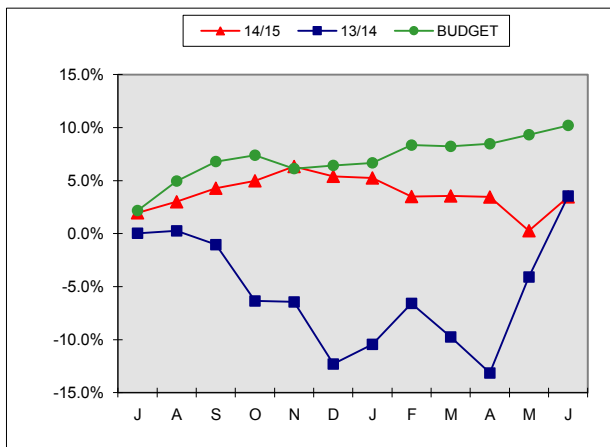
32. EARNINGS BEFORE INTEREST, DEPRECIATION & AMORTIZATION



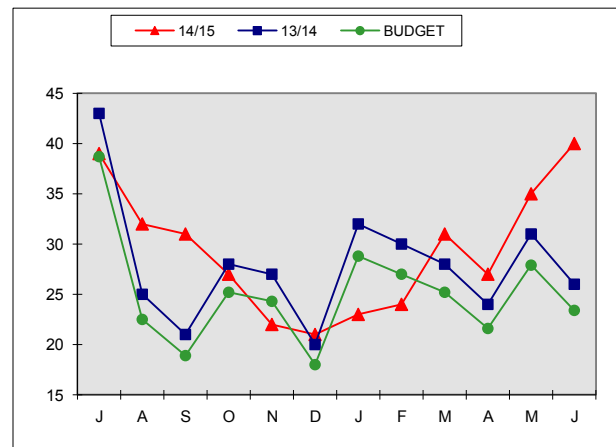
35. DENIALS



34. RETURN ON EQUITY



36. EMERGENCY DEPARTMENT TRANSFERS





2014-2015 OPERATIONS PLAN
EASTERN PLUMAS HEALTH CARE

Prepared by:

Thomas P. Hayes
Chief Executive Officer

Updated July 2015

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INTRODUCTION

The following is the Operations Plan and update for the 2014-2015 fiscal year. Responsible individuals are listed at the end of each item.

OPERATIONS

1. Expand swing bed census by one patient per day compared to past year census. Responsibility, April Fox. **Swing bed census has increased by .3 per day vs. last year.**
2. Expand DP/SNF census at both facilities to 26 patients per day on average compared to last year. Responsibility, April Fox, Lorraine Noble, Tomala King. **Census at Portola facility currently at 26. Loyaltan census at 24, as of July 10, 2015.**
3. Request exemption for DP/SNF Medi-Cal retroactive claw back. Based on frontier status of hospital. If unsuccessful, negotiate longer payback period. Responsibility, Tom Hayes, Jeri Nelson. **Exemption requested twice but no response. Payback has not been requested by DHS yet.**
4. Implement Healthland conversion to Centriq (3rd quarter, 2015). Responsibility, Rick Boyd. **The system build for Centrique conversion is ongoing. Go live date is September 2015.**
5. Achieve 2015/2016 budget net income. **Actual net income year to date is \$254,481.00 vs. budget of \$295,935.00.**

HUMAN RESOURCES

1. Develop and implement new performance improvement program for employee evaluations. Responsibility, Lori Crown. **System developed and training currently being completed.**
2. Implement management training program for directors and front line supervisors. Responsibility, Lori Crown. **Some training sessions completed. Additional training programs to be scheduled next year.**
3. Evaluate the possibility of establishing campus wide no smoking policy at EPHC. Responsibility, Lori Crown. **Incomplete. To be completed next year.**
4. Implement benefit changes for short term disability, dental, vision programs. Responsibility, Lori Crown. **Completed.**

FACILITES

1. Develop plans (with architects) for replacement of boiler systems within hospital. Also, develop financing options for project. Responsibility, Tom Hayes, Jeri Nelson. **Design development project began with Aspen Architects. In July, should have better idea of total scope of project. Project to continue into 2015/16.**
2. Develop and implement plan for ADA facility compliance changes. Responsibility, Tom Hayes, Stan Pieler. (Plan developed.) **Several changes completed in parking lot work. Additional work to be implemented summer 2015.**
3. Obtain lot line adjustment for 36 acre parcel based on facility master plan. Responsibility, Tom Hayes. **Civil engineer working on. To be completed summer 2015.**
4. Obtain OSHPD approval and install nurse call system at Portola Campus. Responsibility, Tom Hayes. **Contract awarded to vendor. OSHPD approval granted July 2015. Installation to begin November 2015.**

CLINIC AND HOSPITAL

1. Recruit permanent full time Internal Medicine physician for Portola Clinic. Responsibility, Bryan Gregory, Tom Hayes. **IM physician recruited for 90 day contract, but it did not work out. Continue to recruit in 2015.**
2. Expand visits to all clinics for wellness/prevention programs. Responsibility, Bryan Gregory. **Overall visits to all clinics exceed last year by 14%.**
3. Expand surgery program at EPHC with new general surgeon. Responsibility, Bryan Gregory, April Fox. **Surgeon recruited but not successful. Discontinuing general surgery program until further notice due to low volume. New surgeon to staff clinic to begin in December 2015.**
4. Develop new epidural program for EPHC with Dr. Porot. Responsibility, Bryan Gregory, April Fox. **Completed. Epidural program underway.**
5. Expand cardiac services within hospital with Dr. Dhond (pacemaker, defibrillators, etc.). Responsibility, Bryan Gregory, April Fox. **Completed.**

MISCELLANEOUS

1. Update and revise board policy manual. Responsibility, Tom Hayes. **In process. Board subcommittee has met and reviewed manual. Manual to be reviewed by Board in August, 2015.**
2. Implement a more structured hospital and board compliance program. Responsibility, Jeri Nelson, Tom Hayes. **No progress.**
3. Revise and update medical staff bylaws. Responsibility, Tom Hayes, Medical Executive committee. **In process with Medical Staff.**