



January 30, 2025

**HOSPITAL BOARD
OF TRUSTEES**

**WILLIAM NEWTON HOSPITAL
BOARD OF TRUSTEES AGENDA**

January 30, 2025

- 1) BOARD APPROVALS / CONSENT AGENDA
 - a. BOARD MEETING MINUTES
 - b. MEDICAL STAFF APPROVALS
 - c. MEDICAL EXECUTIVE COMMITTEE MINUTES

- 2) LEADERSHIP REPORTS
 - a. CEO Report (Brian)
 - i. Administrative Update
 - ii. Physician Update
 - b. Financial Report (Kara)
 - i. Hospital Financials
 - ii. Bad Debt/Charity Care Report
 - c. Operations Update (Brian)
 - d. Nursing Update (Laura)
 - e. Ancillary Update (Amber)
 - f. Support Update (Micah)
 - g. Human Resource Update (Tiffany)

- 3) MEDICAL STAFF REPORT (Dr. Bloedel)

- 4) * Executive Session Discussion
 - a. To discuss matters relating to Financial Affairs and Trade Secrets
 - b. To discuss data relating to Patients and Providers
 - c. To discuss matters relating to Non-Elected Personnel

- 5) TRUSTEE COMMENTS

WILLIAM NEWTON HOSPITAL

MEETING: WNH Board of Trustees

LOCATION: Lower Level Classroom

DATE: December 5, 2024

MEMBERS PRESENT: Gail Sawyer, Chair; Gary Brewer, Vice-Chair; Joan Cales; Steve McSpadden; Lucy Herlocker-Freeman

EXECUTIVE SESSION DISCUSSION

Ms. Sawyer made a motion to move into executive session for 25 minutes to discuss matters relating to Non-Elected Personnel. Motion seconded by Ms. Herlocker-Freeman. Motion carried. Executive session beginning at 9:00am and ending at 9:25am.

MEMBERS PRESENT: Gail Sawyer, Chair; Gary Brewer, Vice-Chair; Joan Cales; Steve McSpadden; Lucy Herlocker-Freeman

OTHERS PRESENT: Brian Barta, Chief Executive Officer; Kara Goff, Chief Financial Officer; Amber Seitzinger; Chief Ancillary Officer; Laura Frazier, Chief Nursing Officer; Leigh Ann Smith, Secretary; Tiffany Shinneman, Director of Human Resources; Micah Norris, Chief Support Officer; Dr. Sapna Shah-Haque, Chief of Staff; Michelle Bradley, Director of HIM and Compliance and Privacy Officer; Annika Morris, WN Healthcare Foundation Director; Rebecca McCutcheon, Winfield Assistant News Manager

Called to order by Ms. Cales at 9:32am.

1) APPROVALS

MS. CALES MADE A MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA. MOTION SECONDED BY MS. HERLOCKER-FREEMAN. MOTION CARRIED.

- a. **MINUTES OF OCTOBER 31, 2024 WNH BOARD MEETING**
- b. **MINUTES OF NOVEMBER 26, 2024 EMAIL VOTE RE: MEDICAL STAFF**
- c. **MEDICAL STAFF APPROVALS FROM DECEMBER 5, 2024 MEMO**

Provisional staff status on the Active Staff:

- Sharon Breit, MD – OB Privileges
- Srinvas Bhadriraju, MD – internal medicine, hospitalist, FreeState

Provisional staff status on the Consulting Staff:

- Jacob Lancaster, MD – emergency medicine, DWC (first shift 11-28-24)

Provisional staff status on the Allied Staff:

- Nikolas Ford, PA (Dr. Heger Supervising) – ER Fast Track (first shift 11-10-24)
- Ashley Eastman, APRN – ER Fast Track

Reappointment to the Active Staff:

- Alvin Bird, DO – Family Medicine (12-01-24 to 12-01-26) – approved via email vote
- Daniel Hein, MD – Emergency Medicine, Independent (01-01-25 to 01-01-27)
- Thomas Lyman, DPM – Podiatry, Foot and Ankle (01-01-25 to 01-01-27)

Reappointment to the Courtesy Staff:

- Stephen Hawks, DO – Wellington (12-01-24 to 12-01-26) – approved via email vote
- Simon Patton, MD – Urogynecology (12-01-24 to 12-01-26) – approved via email vote
- Phillip Hagan, MD – Orthopedics, AOA (01-01-25 to 01-01-27)

Reappointment to the Consulting Staff:

- Delane Vaughn, MD – emergency med, DWC (12-01-24 to 12-01-26) – approved via email vote
- Maha Assi, MD – Infectious disease 12-01-24 to 12-01-26 – approved via email vote
- Ward Newcomb, MD – KS Pathology Consultants (01-01-25 to 01-01-27)
- Danielle Corbett, MD – Emergency Medicine, Independent (01-01-25 to 01-01-27)

Reappointment to the Allied Staff:

- Steven Newsome, CRNA (12-01-24 to 12-01-26) – approved via email vote
- Jessica Sloan, APRN (01-01-25 to 01-01-27)

Change of Status from Provisional to Consulting Staff:

- Michelle Kropatsch, MD – KS Pathology Consultants
- Suhail Ansari, MD – SCK Orthopedics
- Kyle Smothers, MD – Mid KS ENT

Resignations:

Casandra Butler, MD – hospitalist

d. MINUTES OF OCTOBER 1, 2024 MEDICAL EXECUTIVE COMMITTEE

2) CEO REPORT

ADMINISTRATIVE UPDATE: Mr. Barta reported that he attended the Auxiliary Christmas party yesterday and praised our wonderful volunteers. He announced that the Auxiliary has pledged \$45,000 for our Capital Campaign. Additionally, Mr. Barta mentioned that Union State Bank has named Dick Vaught as the 2024 Healthcare Hero. He stated that we have received 80% of our tax credit funds and expect to receive the remaining amount by the end of the year. Mr. Barta invited everyone to our 'Willy's Winter Bash' hospital Christmas party this Sunday from 2pm to 4pm in the Pavilion Assembly Room. He also informed us that our annual Mile of Lights event at Island Park will begin at 5pm this Sunday. Mr. Barta and Ms. Seitzinger will be attending the KHA Legislative dinner in Wichita next Monday, December 9. He encouraged everyone to join us for our HealthCounts event on December 17 from 1pm to 4pm. Lastly, Mr. Barta noted that we continue to search for a Chief Operating Officer (COO) and mentioned that a candidate who had accepted our offer has recently backed out. He also stated that a compliance report would be presented later in executive session.

3) FINANCIAL REPORT:

Ms. Goff stated the DSH survey is complete and the interim cost report is going on. Budget meetings are in progress and about two-thirds complete. The quarterly enhanced payment is expected anytime now. Ms. Goff stated our previous Business Office Director resigned. She announced Ron GoForth has been hired as our interim business office director and brings with him 20 years of Revenue Cycle experience and he is experienced in CPSI also. Ms. Goff reviewed the October Stats and Financials. She stated we saw growth in our surgeries and outpatient visits; however, admissions and patient days both decreased from the month. Ms. Goff reported our highest ever total patient revenue for October with \$9,774,697.28. Net patient revenue was \$4,333,245.71 and our income from patient services was \$104,741.85. Our total net income was reported as \$163,642.95. Ms. Goff reported a decrease in our day cash on hand from 44 in September to 43 in October. Days in Gross AR has increased from 97 in September to 99 in October. It was mentioned that the bad debt and charity care reports are available for review.

4) LEADERSHIP REPORTS

- OPERATIONS UPDATE:** Mr. Barta announced that an interim manager for the Rural Health Clinic has been hired. We are still searching for a provider for our Cedar Vale Clinic. Rita Gumm has kindly been assisting in that clinic, but her involvement will be short-term. We are also collaborating with Advanced Orthopedics Associates to secure a hand surgeon who can perform surgeries here. Additionally, there has been significant growth in cardiology; he noted that we started a cardiology outreach clinic in November.
- NURSING UPDATE:** Ms. Frazier announced that we have hired a new interim Med-Surg Manager, Elizabeth Henderson. The Swing Bed program is performing well, with over 1,000 swing bed days recorded this year. The Swing Bed Committee has been meeting biweekly to focus on compliance. Unfortunately, our SANE program nurse, Kaitlyn Heitman, has stepped down due to health reasons; however, we currently have two new nurses undergoing SANE training. Additionally, Ms. Frazier noted that our emergency room volumes have increased by 6%. We are also in the process of searching for a new scheduling platform for our nursing staff.

- c. **ANCILLARY UPDATE:** Ms. Seitzinger stated we are working to transition to our new reference lab soon. We will be looking to purchase a new Co-Ag machine soon. She stated Kelle Thompson continues to work on the 340b program. We hired a new full-time physical therapy assistant. Deb Ward, Diagnostic Imaging Director, is retiring on December 16. Amanda Gropper has taken on the Diagnostic Imaging Director role and will start on December 17. She stated we are working with our education department to become certified to teach PALS through the American Red Cross.

- d. **SUPPORT UPDATE:** Mr. Norris stated we are planning to make our reference lab transition to Quest on December 11. He stated the pathology side may take a bit longer, but we will be transitioning to Heartland Pathology as soon as we can. Mr. Norris stated IT is working on another grant opportunity. Dietary has transitioned to PRN. Mr. Norris stated we are looking for another linen provider as our current linen provider is difficult to work with. Maintenance has been working on our building control pneumatics. Currently we are running on the old retubed boiler. We are looking at replacing that boiler with a steam boiler. We will be getting quotes soon.

- e. **HUMAN RESOURCES UPDATE:** Ms. Shinneman announced that we are projected to hire 125 new employees in 2024. She mentioned that we only had two minor deficiencies in our KPERS audit. Additionally, she noted that we will soon be discussing adjustments to our 2025 wage scale and our longevity structure. Ms. Shinneman also shared that three employees will be retiring in December: Teresa Sherrard, our Employee/Occupational Health Nurse, on December 20; Deb Ward, our Diagnostic Imaging Director, on December 16; and Stacy Yeager, a MedSurg Nurse. Ms. Shinneman announced Karla Smith will be returning part time to manage Employee Health and Workers' Compensation. The Lab department will take over Occupational Health responsibilities.

5) MEDICAL STAFF REPORT

Dr. Shah-Haque reported no concerns from medical staff.

6) EXECUTIVE SESSION DISCUSSION

Mr. McSpadden made a motion to move into executive session for 5 minutes to discuss matters relating to Financial Affairs and Trade Secrets. Motion seconded by Ms. Cales. Motion carried. Executive session beginning at 11:15am and ending at 11:20am. Executive Session extended by 5 minutes and ended at 11:25am.

Mr. Brewer made a motion to move into executive session for 10 minutes to discuss matters relating to Financial Affairs and Trade Secrets. Motion seconded by Mr. McSpadden. Motion carried. Executive session beginning at 11:35am and ending at 11:40am. Motion extended by 35 minutes and ended at 12:15pm.

Ms. Cales made a motion to accept the October financials as presented. Motion seconded by Mr. McSpadden. Motion carried.

Ms. Herlocker-Freeman made a motion to move into executive session for 15 minutes to discuss matters relating to Patients and Providers. Motion seconded by Ms. Sawyer. Motion carried. Executive session beginning at 12:27pm and ending at 12:42pm. Motion extended by 16 minutes and ended at 12:43pm.

Ms. Herlocker-Freeman made a motion to move into executive session for 30 minutes to discuss matters relating to Non-Elected Personnel. Motion seconded by Ms. Sawyer. Motion carried. Executive session beginning at 12:44pm and ending at 1:14pm.

7) TRUSTEE COMMENTS

No comments or concerns were presented for discussion.

SPECIAL EXECUTIVE SESSION DISCUSSION

MEMBERS PRESENT: Gail Sawyer, Chair; Gary Brewer, Vice-Chair; Joan Cales; Steve McSpadden; Lucy Herlocker-Freeman

OTHERS PRESENT: Brian Barta, Chief Executive Officer

Ms. Cales made a motion to move into executive session for 15 minutes to discuss matters relating to Non-Elected Personnel. Motion seconded by Mr. Brewer. Motion carried. Executive session beginning at 1:17pm and ending at 1:32pm. Motion extended by 31 minutes and ended at 2:03pm.

Meeting adjourned at 2:03pm.

Board of Trustees Summary:

Approvals given; Administrative update given; October Financials Reviewed and Approved; bad debt and charity care reports available for review; Operations update given; Nursing update given; Ancillary update given; Support Services update given; Human Resource update given; Compliance Report Given; next Board of Trustees Meeting will be held in the Lower Level Classroom on January 30, 2025, beginning at 9:30am.

Respectfully Submitted,

Leigh Ann Smith, Secretary



EMAIL VOTE: WNH Board of Trustees

DATE: December 31, 2024

VOTING MEMBERS: Joan Cales, Chair; Gail Sawyer, Vice Chair; Lucy Herlocker-Freeman Herlocker; Steve McSpadden; Gary Brewer

An email was sent out requesting approval of the 2024 Community Health Needs Assessment.

Ms. Cales, Ms. Sawyer Mr. Brewer, Ms. Herlocker-Freeman and Mr. McSpadden responded and approved 2024 Community Health Needs Assessment as presented. Motion carried.

Respectfully Submitted,

Leigh Ann Smith
(Secretary)



MEMORANDUM

DATE: January 30, 2025

TO: Board of Trustees

FROM: Samantha Tomas-Miguel, Medical Staff Coordinator

SUBJECT: Medical Staff Activity and Updates

INITIAL APPOINTMENTS

The following applications were reviewed for initial appointment. The application included verification of medical education, work/practice history, medical staff membership, current licensure, DEA registration, professional liability insurance, claims history, and professional references. Also included was query to the National Practitioner Data Bank, Office of Inspector General (OIG), System for Award Management (SAM), and a Criminal Background Check.

1. The Medical Executive Committee has recommended to the Board of Trustees that the following physicians be approved for ***Provisional staff status on the Active staff***:
 - Carla Benjamin, MD – Internal Medicine privileges, FreeState (Temps for 12/28/24)
2. The Medical Executive Committee has recommended to the Board of Trustees that the following physicians be approved for ***Provisional staff status on the Consulting staff***:
 - William Palko, MD – Pathology privileges, Heartland Pathology

REAPPOINTMENTS

The following application was reviewed for reappointment. The application included verification of current licensure, DEA registration, professional liability insurance, claims history and hospital affiliations. Also included was query to the National Practitioner Data Bank, Office of Inspector General (OIG) and System for Award Management (SAM).

1. The Medical Executive Committee has recommended to the Board of Trustees that the following physicians be approved for ***Reappointment to the Active Staff***:
 - Bryan Dennett, MD – Family Medicine, Family Care Center (02-01-25 to 02-01-27)
 - Rodrick Heger, DO – Emergency/Family Medicine, Hillside (02-01-25 to 02-01-27)
2. The Medical Executive Committee has recommended to the Board of Trustees that the following physicians be approved for ***Reappointment to the Consulting Staff***:
 - Michelle Kropatsch, MD – KS Pathology Consultants (02-01-25 to 02-01-27)
 - Timothy Richardson, MD – Wichita Urology (02-01-25 to 02-01-27)
 - Gurneet Matharoo, MD – ER, DWC (02-01-25 to 02-01-27)
 - Paul 'Nick' Rogers, DDS – Dentistry (OMS) (02-01-25 to 02-01-27)

RESIGNATIONS

- Kiana Long, DO – DWC, privileges expire 02-01-25 (not reappointing)
- Anthony Watkins, DDS – privileges expire 02-01-25 (closed practice)
- Jaimie Fager, MD – DWC, resigned 01/06/25

WILLIAM NEWTON HOSPITAL

MEETING: WNH Medical Executive Committee

LOCATION: Pavilion Lecture Room

DATE: November 5, 2024, 12:00 p.m.

MEMBERS PRESENT: Dr. Sapna Shah-Haque, Chief; Dr. Todd Peters; Dr. Patrick Bloedel

MEMBERS PRESENT VIA ZOOM: Dr. Bryan Dennett; Dr. Thomas Lyman

OTHERS PRESENT: Brian Barta, Chief Executive Officer; Kara Goff, Chief Financial Officer; Amber Seitzinger, Chief Ancillary Officer, Laura Frazier, Chief Nursing Officer; Leigh Ann Smith, Administrative Assistant; Samantha Renteria, Medical Staff Coordinator; Natalie Bennett, Medical Staff Coordinator

A. Minutes

A MOTION WAS MADE AND SECONDED TO APPROVE THE MINUTES OF THE OCTOBER 1, 2024 MEETING AS PRESENTED. MOTION CARRIED.

B. Medical Staff

1. Provisional staff status on the Active Staff:
 - a. Sharon Breit, MD, OB Privileges
 - b. Srinvas Bhadriraju, MD, Internal Medicine, FreeState hospitalist (approved via email vote)
***Email Vote sent out on 11/6/24 requesting approval for Srinvas Bhadriraju, MD be approved for Provisional Staff Status on the Active Staff. Drs. Dennett, Shah-Haque and Peters responded and approved. Drs Lyman and Bloedel did not respond. Motion Carried.**
2. Provisional staff status on the Consulting Staff:
 - a. Jacob Lancaster, MD, emergency privileges, DWC (temps 11/28/24)
3. Provisional staff status on the Allied Health Staff
 - a. Nikolas Ford, PA, Dr. Heger Supervising, Fast Track ER (temps 11/10/24)
 - b. Ashley Eastman, APRN, Fast Track ER
4. Reappointment to the Active Staff:
 - a. Alvin Bird, DO, family practice (12/1/24 – 12/1/26)
5. Reappointment to the Consulting Staff:
 - a. Delane Vaughn, MD, emergency privileges, DWC (12/1/24 – 12/1/26)
 - b. Maha Assi, MD, Infectious Disease Consultants (12/1/24 – 12/1/26)
6. Reappointment to the Courtesy Staff:
 - a. Stephen Hawks, DO, Ascension, Wellington (12/1/24 – 12/1/26)
 - b. Simon Patton, MD, Urogynecology (12/1/24 – 12/1/26)
7. Reappointment to the Allied Health Staff:
 - a. Steven Newsome, CRNA (12/1/24 – 12/1/26)
8. Change of Status from Provisional to Consulting Staff:
 - a. Michelle Kropatsch, MD, KS Pathology Consultants
 - b. Suhail Ansari, MD, SCK Orthopedics
9. Resignations:

Casandra Butler, MD, hospitalist, RPG locums

MOTION WAS MADE AND SECONDED TO APPROVE THE MEDICAL STAFF ACTIVITY AS PRESENTED. MOTION CARRIED.

D. Administration Report

1. Administrative Update –
 - a. Physician Update: Mr. Barta stated Dr. Breit has agreed to cover some of our OB/Gyn call schedule. Mr. Barta stated we recently met with a promising OB/GYN candidate who is willing to relocate, more info to come. He stated he has an interview tomorrow with a family practice resident who will be completing his residency next summer. Mr. Barta stated the Bi-Annual Medical Staff Meeting is coming up on November 14.
 - b. Leadership Update: Mr. Barta stated we are interviewing for the Chief Operating Officer position. He stated he has interviewed four qualified candidates so far. Mr. Barta also introduced Amber Seitzinger as our new Chief Ancillary Officer.
 - c. Operations Update - Mr. Barta discussed a memo that went out yesterday regarding our TPA change.
2. 3rd Quarter Financial Update – Ms. Goff discussed third quarter and YTD Stats and Financials. She reported improved admissions, patient days, swing bed days, and ICU days over the last year. She commented ER and FastTrack have increased volumes as well. Year to date, YTD, there have been 23 fewer newborn deliveries, 128 fewer surgeries, and 5,930 fewer outpatient visits. She reported our YTD net patient revenue was \$36,861,990 in September. YTD income from patient services was \$156,005 in September and our total net income YTD was \$614,473.

3. Nursing Update – Ms. Frazier reported that our HCAHPS scores continue to improve. She mentioned that defibrillators have been distributed and that swing bed days are on the rise as the program continues to improve. Infection Control has been working on implementing changes and continuing to meet mandatory reporting requirements. Additionally, Ms. Frazier stated that we are ready to begin using mid-line catheters. Flu shots are due by November 30. She indicated that we are actively recruiting an OB nurse and also seeking a new MedSurg Manager. An offer for an interim manager has been made, and we are currently awaiting a response. Ms. Frazier noted that we are collaborating with the CRNAs to review the moderate sedation policy at this time. Mr. Barta inquired whether any providers had concerns regarding the information received from ER providers about admissions, particularly information that could help determine whether a patient should be inpatient or classified for observation. Dr. Dennett responded that the situation can be challenging and depends on the ER provider's judgment. Consultations were discussed in detail, and Dr. Dennett requested that a nurse confirm the consultation with the requested provider. A memo is expected to be distributed to clarify this process.
4. Ancillary Update – Ms. Seitzinger discussed the recent memo regarding Ultrasound coverage that was distributed on Monday. She mentioned that our Diagnostic Imaging Director, Deb Ward, is retiring, with her last day scheduled for December 16. Ms. Seitzinger also indicated that the transition to the reference lab is expected to be completed closer to the beginning of next year. Additionally, it was noted that there is an issue with the Blood Gas Analyzer Machine, and we will be looking to replace it soon.

Meeting adjourned.

Next meeting December 3, 2024, 12:00pm.

Summary: WNH Medical Executive Committee (MEC) November 5, 2024 – Approved October 1, 2024 Minutes; Medical Staff activity was approved; Administrative Update given; new Chief Ancillary Officer introduced; 3rd Quarter Financial Update given; Ancillary Update given; Operations Update given; Nursing Update given.

Respectfully Submitted,

Sapna Shah-Haque, MD
(Leigh Ann Smith)

WILLIAM NEWTON HOSPITAL

MEETING: WNH Medical Executive Committee

LOCATION: Pavilion Lecture Room

DATE: December 3, 2024, 12:00 p.m.

MEMBERS PRESENT: Dr. Sapna Shah-Haque, Chief; Dr. Todd Peters; Dr. Patrick Bloedel

MEMBERS PRESENT VIA ZOOM: Dr. Bryan Dennett

MEMBERS ABSENT: Dr. Thomas Lyman

OTHERS PRESENT: Brian Barta, Chief Executive Officer; Kara Goff, Chief Financial Officer; Amber Seitzinger, Chief Ancillary Officer; Laura Frazier, Chief Nursing Officer; Leigh Ann Smith, Administrative Assistant; Samantha Renteria, Medical Staff Coordinator; Natalie Bennett, Medical Staff Coordinator; Dr. Rebekah Ross

OTHERS PRESENT VIA Zoom: Nanci Richardson, Risk Manager/Clinical Informatic Specialist

A. Minutes

A MOTION WAS MADE AND SECONDED TO APPROVE THE MINUTES OF THE SEPTEMBER 3, 2024 MEETING AS PRESENTED. MOTION CARRIED.

B. Medical Staff

Reappointment to the Active Staff:

- Daniel Hein, MD – Emergency Medicine, Independent (01-01-25 to 01-01-27)
- Thomas Lyman, DPM – Podiatry, Foot and Ankle (01-01-25 to 01-01-27)

Reappointment to the Courtesy Staff:

- Phillip Hagan, MD – Orthopedics, AOA (01-01-25 to 01-01-27)

Reappointment to the Consulting Staff:

- Ward Newcomb, MD – KS Pathology Consultants (01-01-25 to 01-01-27)
- Danielle Corbett, MD – Emergency Medicine, Independent (01-01-25 to 01-01-27)

Reappointment to the Allied Staff:

- Jessica Sloan, APRN (01-01-25 to 01-01-27)

Change of Status from Provisional to Consulting Staff:

- Kyle Smothers, MD – Mid KS ENT

MOTION WAS MADE AND SECONDED TO APPROVE THE MEDICAL STAFF ACTIVITY AS PRESENTED. MOTION CARRIED.

*Email vote sent out on 1/3/25 requesting approval to recommend to the Board of Trustees that the following physician be approved for:

Provisional staff status on the Active Medical Staff.

- Thalia Lopez, MD, OB/GYN privileges to cover OB call (temps 9/26/24)
Temporary Privileges were extended waiting on a few documents to come in.

Drs. Peters, Bloedel, Dennett and Shah-Haque responded and approved the Medical Staff Activity as presented. Drs. Lyman and Mitchel did not respond. Motion Carried.

C. Policy & Services

1. Dietary Manual – The Dietary Manual was submitted for review and approval. There were no changes from the prior year.

MOTION WAS MADE AND SECONDED TO APPROVE THE DIETARY MANUAL AS PRESENTED. MOTION CARRIED.

D. Administration Report

1. Administrative and Operations Update – Mr. Barta mentioned that we have made an offer to a candidate for the COO position and hope to have an update soon. He also indicated that we currently have an Interim Business Office Director on-site, as Taylor Stonerock's last day will be December 4. Additionally, we are continuing our search for a provider for the Cedar Vale Rural Health Clinic.
2. Nursing Update Ms. Frazier announced that Elizabeth Henderson is currently serving as our interim MedSurg Manager. She mentioned that our SANE nurse, Kaitlyn Heitman, has resigned. We also have a few nurses in training for the SANE certification. Additionally, Ms. Frazier noted that Stacy Yeager, a nurse on the MedSurg team, is retiring.
3. Ancillary Update – Ms. Seitzinger announced that we are planning to go live with Quest on December 11. She also mentioned that Deb Ward will be retiring on December 16. Amanda Gropper will be the new Radiology Director, starting on December 17.

Meeting adjourned.

Next meeting January 7, 2025, 12:00pm

Summary: WNH Medical Executive Committee (MEC) December 3, 2024 – Approved November 5, 2024 Minutes; Medical Staff activity was approved; Dietary Manual reviewed and approved; Administrative Update given; Operations Update given; Ancillary Update given; Operations Update given; Nursing Update given.

Respectfully Submitted,

Sapna Shah-Haque, MD
(Leigh Ann Smith)

NOTE: SCK SCORES ARE NO LONGER AVAILABLE

WNH COMPARE

OUR PATIENTS' PERCEPTION OF 10 IMPORTANT HOSPITAL QUALITY MEASURES AS IDENTIFIED BY CMS

Current CMS Hospital Star Ranking

- Integris Health Ponca City: ★★★★★
- Wesley Medical Center: ★★★★★
- Ascension Via Christi: ★★★★★
- Kansas Medical Center: ★★★★★
- Susan B Allen Memorial Hospital: ★★★★★



NURSE COMMUNICATION

Patients who reported that their nurses **"Always"** communicated well

WNH 80%

KS AVG. 83% **1**

DOCTOR COMMUNICATION

Patients who reported that their doctors **"Always"** communicated well

WNH 81%

KS AVG. 84% **2**

TIMELY PATIENT CARE

Patients who reported that they **"Always"** received help as soon as they wanted

WNH 72%

KS AVG. 75% **3**

MEDICATIONS EXPLAINED

Patients who reported that staff **"Always"** explained about medicines before giving it to them

WNH 53%

KS AVG. 66% **4**

ROOM CLEANLINESS

Patients who reported that their room and bathroom were **"Always"** clean

WNH 75%

KS AVG. 79% **5**

ROOM QUIET @ NIGHT

Patients who reported that the area around their room was **"Always"** quiet at night

WNH 54%

KS AVG. 70% **6**

HOME RECOVERY INFO

Patients who reported that **YES**, they were given information about what to do during their recovery at home

WNH 86%

KS AVG. 87% **7**

UNDERSTOOD CARE

Patients who **"Strongly Agree"** they understood their care when they left the hospital

WNH 53%

KS AVG. 57% **8**

HOSPITAL RATING

Patients who gave their hospital a rating of 9 or 10 on a scale from 0 (lowest) to 10 (highest)

WNH 71%

KS AVG. 79% **9**

DEFINITELY RECOMMEND

Patients who reported **YES**, they would definitely recommend the hospital

WNH 70%

KS AVG. 76% **10**

LET'S MAKE IT 4 STARS!

How does care at WNH stack up? From our closest neighbors, to Wichita hospital systems, to the Mayo Clinic – you can compare the level of care we deliver based on the perception of our patients by visiting:

[medicare.gov/hospitalcompare](https://www.medicare.gov/hospitalcompare)

WILLIAM NEWTON MEMORIAL HOSPITAL
STATEMENTS OF NET POSITION
AS OF DECEMBER 31, 2024, 2023, 2022, 2021

	<u>12/31/24</u>	<u>12/31/23</u>	<u>12/31/22</u>	<u>12/31/21</u>
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
CURRENT ASSETS				
Cash	538,725.66	463,115.48	(21,228.01)	3,023,645.68
Gross Accounts Receivable	31,803,615.32	21,549,073.90	21,721,753.07	21,334,970.89
Less Allowances	(22,103,512.65)	(13,826,621.45)	(13,936,741.09)	(13,671,329.59)
Net Accounts Receivable	<u>9,700,102.67</u>	<u>7,722,452.45</u>	<u>7,785,011.98</u>	<u>7,663,641.30</u>
Other Receivables	927,920.40	817,954.10	1,222,706.05	251,399.64
Inventories	847,640.23	857,065.07	857,737.90	1,051,203.74
Prepaid Expenses	236,276.83	177,958.44	154,206.64	263,716.84
Estimated Third-Party Payor Settlements	<u>0.00</u>	<u>0.00</u>	<u>1,231,225.00</u>	<u>0.00</u>
TOTAL CURRENT ASSETS	12,250,665.79	10,038,545.54	11,229,659.56	12,253,607.20
CAPITAL ASSETS				
Land	101,702.39	101,702.39	101,702.39	101,702.39
Land Improvements	1,188,262.75	1,188,262.75	1,188,262.75	647,719.71
Buildings	33,261,726.75	33,162,216.34	32,563,917.52	32,526,233.08
Equipment	25,323,792.93	24,954,312.43	23,705,082.75	23,089,369.66
Construction-In-Progress	58,834.68	114,161.28	747,712.24	254,661.56
Leased Assets, net of accumulated amortization	<u>400,296.42</u>	<u>400,296.42</u>	<u>345,430.92</u>	<u>0.00</u>
Total Capital Assets	60,334,615.92	59,920,951.61	58,652,108.57	56,619,686.40
Less Accumulated Depreciation	<u>(44,364,793.86)</u>	<u>(41,987,409.99)</u>	<u>(39,633,113.84)</u>	<u>(37,158,157.57)</u>
TOTAL NET CAPITAL ASSETS	15,969,822.06	17,933,541.62	19,018,994.73	19,461,528.83
OTHER ASSETS				
Physician Advances Receivable	1,486.07	40,008.74	115,836.00	408,013.28
Development Fund	2,581,338.48	2,391,423.17	2,758,760.37	2,894,290.15
Assets Restricted Under Indenture Agreement	2,215,515.85	3,578,623.19	2,069,423.94	7,935,606.59
Foundation Restricted Assets	<u>7,725,272.79</u>	<u>3,090,573.55</u>	<u>3,194,958.77</u>	<u>3,523,214.42</u>
TOTAL OTHER ASSETS	12,523,613.19	9,100,628.65	8,138,979.08	14,761,124.44
TOTAL ASSETS	40,744,101.04	37,072,715.81	38,387,633.37	46,476,260.47
DEFERRED OUTFLOWS OF RESOURCES				
Pension Contributions Remitted				
Subsequent to Measurement Date	863,458.41	863,458.41	857,907.49	826,679.08
Changes in Proportion Related to Pension	<u>5,191,513.00</u>	<u>5,191,513.00</u>	<u>6,356,602.00</u>	<u>4,500,149.00</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	6,054,971.41	6,054,971.41	7,214,509.49	5,326,828.08
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	46,799,072.45	43,127,687.22	45,602,142.86	51,803,088.55
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION				
CURRENT LIABILITIES				
Accounts Payable	6,349,419.16	6,562,065.18	5,194,234.49	1,882,772.64
Accrued Salaries & Wages	765,685.49	644,408.57	536,234.68	666,958.21
Accrued Employee Benefits & Payroll Taxes	433,424.33	553,046.75	444,673.97	207,312.18
Accrued PTO Payable	1,106,596.32	1,075,987.14	1,103,941.02	1,201,608.74
Accrued Health Insurance Claims	701,675.53	492,506.65	429,201.37	233,748.64
Estimated Third-Party Payor Settlements	<u>1,818,729.00</u>	<u>1,924,080.00</u>	<u>0.00</u>	<u>677,287.00</u>
TOTAL CURRENT LIABILITIES	11,175,529.83	11,252,094.29	7,708,285.53	4,869,687.41
LONG-TERM LIABILITIES				
Lease Purch Agreement Payable	4,948,036.19	6,343,509.84	7,454,614.57	9,305,937.33
Operating Leased Assets Liability	414,635.90	414,635.90	373,179.44	0.00
Net Pension Liability	<u>18,861,950.00</u>	<u>18,861,950.00</u>	<u>18,845,658.00</u>	<u>12,281,307.00</u>
TOTAL LONG-TERM LIABILITIES	24,224,622.09	25,620,095.74	26,673,452.01	21,587,244.33
DEFERRED INFLOWS OF RESOURCES				
Estimated Differences Between Expected and Actual Pension Investment Earnings and Pension Experience	1,231,592.00	1,231,592.00	889,199.00	4,512,412.00
Deferred Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,263,246.75</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	1,231,592.00	1,231,592.00	889,199.00	9,775,658.75
NET POSITION				
Balance Beginning of Year	1,933,331.64	7,136,247.55	12,013,186.49	9,057,271.65
Restricted Component Unit Fund Balance	7,725,272.79	3,090,573.55	3,194,958.77	3,523,214.42
Net Gain/Loss- Year to Date	<u>508,724.10</u>	<u>(5,202,915.91)</u>	<u>(4,876,938.94)</u>	<u>2,990,011.99</u>
TOTAL NET POSITION	10,167,328.53	5,023,905.19	10,331,206.32	15,570,498.06
TOTAL LIABILITIES, DEFERRED INFLOWS & NET POSITION	46,799,072.45	43,127,687.22	45,602,142.86	51,803,088.55

**WILLIAM NEWTON MEMORIAL HOSPITAL
OPERATING / INCOME STATEMENT
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024, 2023, 2022, 2021**

	12/31/24	12/31/23	12/31/22	12/31/21	12/31/24 Y-T-D	12/31/23 Y-T-D	12/31/22 Y-T-D	12/31/21 Y-T-D
PATIENT REVENUES								
Inpatient Revenue	1,795,005.78	1,826,841.10	2,056,989.50	1,740,998.98	20,197,599.20	20,100,243.13	19,642,507.76	20,218,563.22
Swing Revenue	229,979.03	21,810.73	27,923.70	17,721.46	2,639,324.83	528,972.68	394,154.31	872,995.57
Outpatient Revenue	4,503,396.01	3,770,401.21	3,942,116.26	4,168,276.14	53,480,983.24	52,177,423.47	44,526,821.73	46,821,436.74
ER Revenue	2,101,094.26	2,063,888.97	1,965,080.44	2,127,054.63	25,034,326.62	22,825,087.24	20,315,219.93	22,279,109.83
Home Health	0.00	0.00	(3,545.66)	58,162.34	0.00	13,166.33	215,890.67	505,158.96
Rural Health Clinics	212,685.05	236,939.47	285,697.81	278,394.84	2,762,689.37	3,323,625.63	2,925,751.26	3,321,656.29
Physician Pavilion Clinics	694,802.23	555,137.19	336,671.87	266,898.50	5,619,783.29	5,281,188.38	3,563,387.98	2,961,861.15
TOTAL PATIENT REVENUE	9,536,962.36	8,475,018.67	8,610,933.92	8,657,506.89	109,734,706.55	104,249,706.86	91,583,733.64	96,980,781.76
DEDUCTIONS FROM REVENUE								
Policy Discounts & Allowances	15,310.33	78,133.66	5,160.76	9,810.90	145,384.18	197,312.80	234,201.33	199,691.80
Contractual Adjustments	5,148,062.43	5,889,122.55	3,841,838.76	4,265,582.29	57,417,059.31	55,361,250.75	45,729,437.77	50,374,957.41
Medicaid DSH Payments	(218,965.45)	(229,319.71)	(238,775.34)	(94,262.50)	(2,410,709.57)	(1,314,315.74)	(1,287,615.00)	(1,042,131.00)
Recovery Uncollectible Accounts	(101,130.98)	(136,986.77)	(98,710.93)	(104,036.91)	(1,544,026.14)	(1,543,620.41)	(1,355,077.37)	(1,371,220.66)
Provision for Uncollectible Accounts	510,749.46	814,993.69	521,725.40	613,486.25	6,247,504.59	6,632,733.39	5,434,724.78	5,294,731.49
Financial Assistance	106,117.79	24,792.44	96,042.27	52,156.91	683,471.05	475,846.38	593,646.93	545,790.46
TOTAL DEDUCTIONS FROM REVENUE	5,460,143.58	6,440,735.86	4,127,280.92	4,742,736.94	60,538,683.42	59,809,207.17	49,349,318.44	54,001,819.50
NET PATIENT REVENUE	4,076,818.78	2,034,282.81	4,483,653.00	3,914,769.95	49,196,023.13	44,440,499.69	42,234,415.20	42,978,962.26
OPERATING EXPENSES								
Salaries & Wages	1,793,225.37	1,702,532.76	1,670,557.35	1,833,991.81	21,109,810.33	20,723,895.48	19,569,713.14	19,330,761.05
Employee Benefits	395,558.67	1,903,251.59	1,760,241.90	368,565.99	5,962,278.47	7,375,467.50	6,096,485.89	5,606,968.95
Contract Labor & Services	809,516.69	849,500.34	1,027,160.91	890,006.21	9,566,161.26	10,278,819.76	11,595,759.60	7,829,743.58
Equipment & Supplies	674,583.03	544,622.06	883,956.23	610,169.29	7,050,253.61	6,707,313.52	6,980,036.04	7,222,952.84
Insurance & Utilities	100,696.36	97,387.16	133,695.45	111,486.68	1,316,859.76	1,272,115.00	1,536,822.43	1,387,140.86
Repairs & Maintenance	93,107.47	114,372.91	86,730.87	99,791.75	969,361.58	968,576.65	848,123.14	834,360.20
Rent & Operating Leases	19,433.72	(6,553.43)	15,402.12	24,689.84	222,997.17	117,498.20	311,409.65	263,740.68
Other Direct Department	51,718.76	103,776.58	125,986.95	279,450.70	736,438.79	849,229.74	836,313.01	966,133.10
340B Program	17,077.99	6,909.13	1,710.68	26,677.31	122,230.22	40,964.93	250,263.98	707,945.33
Interest	26,613.60	31,943.96	42,357.08	27,329.86	276,737.92	261,780.31	309,864.19	415,054.54
Depreciation	198,277.56	244,078.71	188,860.48	226,042.86	2,377,383.87	2,354,296.15	2,474,956.27	2,671,198.43
TOTAL OPERATING EXPENSE	4,179,809.22	5,591,821.77	5,936,660.02	4,498,202.30	49,710,512.98	50,949,957.24	50,809,747.34	47,235,999.56
OTHER OPERATING REVENUES								
Cafeteria	5,880.12	6,131.42	4,928.68	3,747.92	75,485.81	64,589.06	52,888.81	46,875.93
340B Program	0.00	0.00	0.00	576.48	0.00	0.00	217,931.70	913,900.69
Other	31,044.48	22,201.06	44,206.06	63,827.11	279,290.80	292,750.35	347,277.00	366,896.44
Electronic Health Record	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OPERATING REVENUES	36,924.60	28,332.48	49,134.74	68,151.51	354,776.61	357,339.41	618,097.51	1,327,673.06
INCOME FROM PATIENT SERVICES	(66,065.84)	(3,529,206.48)	(1,403,872.28)	(515,280.84)	(159,713.24)	(6,152,118.14)	(7,957,234.63)	(2,929,364.24)
OTHER REVENUES & EXPENSES								
Grants	120,995.19	2,489.76	521,615.86	375,985.42	186,640.73	275,877.43	2,110,651.54	5,413,068.53
Contributions & Donations	9,772.84	(300.00)	418,617.39	0.00	379,778.98	615,212.87	960,712.94	493,802.84
Income from Investments	7,959.69	6,380.32	1,951.35	1,549.41	108,506.70	60,085.00	18,142.69	22,673.54
Other Expense	(49.58)	0.00	0.00	0.00	(6,489.07)	(1,973.07)	(9,211.48)	(10,168.68)
TOTAL OTHER REVENUES & EXPENSES	138,678.14	8,570.08	942,184.60	377,534.83	668,437.34	949,202.23	3,080,295.69	5,919,376.23
TOTAL NET INCOME	72,612.30	(3,520,636.40)	(461,687.68)	(137,746.01)	508,724.10	(5,202,915.91)	(4,876,938.94)	2,990,011.99

WILLIAM NEWTON MEMORIAL HOSPITAL
STATEMENTS OF NET POSITION
AS OF NOVEMBER 30, 2024, 2023, 2022, 2021

	<u>11/30/24</u>	<u>11/30/23</u>	<u>11/30/22</u>	<u>11/30/21</u>
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
CURRENT ASSETS				
Cash	529,719.03	927,117.85	1,259,167.43	5,352,872.04
Gross Accounts Receivable	30,051,179.61	21,583,854.33	20,736,979.80	21,022,227.77
Less Allowances	(20,885,569.83)	(13,673,371.72)	(13,082,609.24)	(13,584,247.71)
Net Accounts Receivable	<u>9,165,609.78</u>	<u>7,910,482.61</u>	<u>7,654,370.56</u>	<u>7,437,980.06</u>
Other Receivables	715,186.74	611,926.27	160,886.13	204,821.05
Inventories	823,195.47	758,003.93	1,086,381.55	896,440.75
Prepaid Expenses	259,543.47	210,628.18	179,060.90	260,636.13
Estimated Third-Party Payor Settlements	<u>0.00</u>	<u>0.00</u>	<u>594,114.00</u>	<u>0.00</u>
TOTAL CURRENT ASSETS	11,493,260.02	10,418,158.84	10,933,980.57	14,152,750.03
CAPITAL ASSETS				
Land	101,702.39	101,702.39	101,702.39	101,702.39
Land Improvements	1,188,262.75	1,188,262.75	647,719.71	647,719.71
Buildings	33,261,726.75	32,946,292.43	32,563,917.52	32,526,233.08
Equipment	25,130,543.47	24,548,722.88	23,424,100.16	23,011,144.26
Construction-In-Progress	70,307.29	481,456.93	677,903.33	198,824.55
Leased Assets, net of accumulated amortization	<u>400,296.42</u>	<u>345,430.92</u>	<u>0.00</u>	<u>0.00</u>
Total Capital Assets	60,152,839.07	59,611,868.30	57,415,343.11	56,485,623.99
Less Accumulated Depreciation	<u>(44,166,516.30)</u>	<u>(41,743,331.28)</u>	<u>(39,444,253.36)</u>	<u>(36,932,114.71)</u>
TOTAL NET CAPITAL ASSETS	15,986,322.77	17,868,537.02	17,971,089.75	19,553,509.28
OTHER ASSETS				
Physician Advances Receivable	1,857.60	46,657.54	123,946.25	530,419.53
Development Fund	2,574,757.80	2,387,544.64	2,736,156.22	2,714,207.46
Assets Restricted Under Indenture Agreement	2,214,272.14	3,471,455.23	2,068,617.85	7,747,926.25
Foundation Restricted Assets	<u>3,234,686.83</u>	<u>2,871,480.22</u>	<u>3,593,606.08</u>	<u>3,371,116.08</u>
TOTAL OTHER ASSETS	8,025,574.37	8,777,137.63	8,522,326.40	14,363,669.32
TOTAL ASSETS	35,505,157.16	37,063,833.49	37,427,396.72	48,069,928.63
DEFERRED OUTFLOWS OF RESOURCES				
Pension Contributions Remitted				
Subsequent to Measurement Date	863,458.41	857,907.49	826,679.08	848,374.74
Changes in Proportion Related to Pension	<u>5,191,513.00</u>	<u>6,356,602.00</u>	<u>4,500,149.00</u>	<u>4,830,045.00</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	6,054,971.41	7,214,509.49	5,326,828.08	5,678,419.74
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	41,560,128.57	44,278,342.98	42,754,224.80	53,748,348.37
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION				
CURRENT LIABILITIES				
Accounts Payable	6,001,684.28	6,643,161.55	4,203,088.59	3,141,853.82
Accrued Salaries & Wages	537,056.02	730,817.18	598,921.75	530,586.80
Accrued Employee Benefits & Payroll Taxes	441,827.50	220,035.49	145,815.73	270,899.79
Accrued PTO Payable	1,175,412.82	1,291,192.22	1,213,405.61	1,212,194.05
Accrued Health Insurance Claims	533,675.99	313,709.24	363,055.75	322,817.92
Estimated Third-Party Payor Settlements	<u>1,710,057.00</u>	<u>214,429.00</u>	<u>0.00</u>	<u>617,715.00</u>
TOTAL CURRENT LIABILITIES	10,399,713.61	9,413,344.68	6,524,287.43	6,096,067.38
LONG-TERM LIABILITIES				
Lease Purch Agreement Payable	5,048,106.79	6,469,734.60	7,561,581.69	9,436,120.70
Operating Leased Assets Liability	414,635.90	373,179.44	0.00	0.00
Net Pension Liability	<u>18,861,950.00</u>	<u>18,845,658.00</u>	<u>12,281,307.00</u>	<u>16,803,642.00</u>
TOTAL LONG-TERM LIABILITIES	24,324,692.69	25,688,572.04	19,842,888.69	26,239,762.70
DEFERRED INFLOWS OF RESOURCES				
Estimated Differences Between Expected and Actual Pension Investment Earnings and Pension Experience	1,231,592.00	889,199.00	4,512,412.00	397,257.00
Deferred Revenue	<u>0.00</u>	<u>0.00</u>	<u>648,998.22</u>	<u>5,459,115.56</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	1,231,592.00	889,199.00	5,161,410.22	5,856,372.56
NET POSITION				
Balance Beginning of Year	1,933,331.64	7,136,247.55	12,047,283.64	9,057,271.65
Restricted Component Unit Fund Balance	3,234,686.83	2,871,480.22	3,593,606.08	3,371,116.08
Net Gain/Loss- Year to Date	<u>436,111.80</u>	<u>(1,720,500.51)</u>	<u>(4,415,251.26)</u>	<u>3,127,758.00</u>
TOTAL NET POSITION	5,604,130.27	8,287,227.26	11,225,638.46	15,556,145.73
TOTAL LIABILITIES, DEFERRED INFLOWS & NET POSITION	41,560,128.57	44,278,342.98	42,754,224.80	53,748,348.37

**WILLIAM NEWTON MEMORIAL HOSPITAL
OPERATING / INCOME STATEMENT
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2024, 2023, 2022, 2021**

	11/30/24	11/30/23	11/30/22	11/30/21	11/30/24 Y-T-D	11/30/23 Y-T-D	11/30/22 Y-T-D	11/30/21 Y-T-D
PATIENT REVENUES								
Inpatient Revenue	1,428,393.66	1,719,409.13	1,570,375.23	1,629,839.84	18,402,593.42	18,273,402.03	17,585,518.26	18,477,564.24
Swing Revenue	224,935.24	15,105.06	41,362.14	71,998.39	2,409,345.80	507,161.95	366,230.61	855,274.11
Outpatient Revenue	4,589,984.49	4,259,292.54	4,104,774.57	3,902,235.61	48,977,587.23	48,407,022.26	40,584,705.47	42,653,160.60
ER Revenue	2,026,709.42	1,832,514.55	1,668,741.43	2,033,143.46	22,933,232.36	20,761,198.27	18,350,139.49	20,152,055.20
Home Health	0.00	0.00	0.00	39,904.20	0.00	13,166.33	219,436.33	446,996.62
Rural Health Clinics	200,291.52	265,434.59	229,470.24	251,022.03	2,550,004.32	3,086,686.16	2,640,053.45	3,043,261.45
Physician Pavilion Clinics	435,402.56	459,999.47	386,674.07	237,928.38	4,924,981.06	4,726,051.19	3,226,716.11	2,694,962.65
TOTAL PATIENT REVENUE	8,905,716.89	8,551,755.34	8,001,397.68	8,166,071.91	100,197,744.19	95,774,688.19	82,972,799.72	88,323,274.87
DEDUCTIONS FROM REVENUE								
Policy Discounts & Allowances	15,917.34	14,728.88	11,900.88	11,744.67	130,073.85	119,179.14	229,040.57	189,880.90
Contractual Adjustments	4,740,779.96	4,294,748.45	4,041,341.68	4,315,614.21	52,268,996.88	49,472,128.20	41,887,599.01	46,109,375.12
Medicaid DSH Payments	(218,965.45)	(112,058.71)	(97,293.83)	(94,262.50)	(2,191,744.12)	(1,084,996.03)	(1,048,839.66)	(947,868.50)
Recovery Uncollectible Accounts	(124,868.77)	(131,537.45)	(77,894.91)	(93,762.78)	(1,442,895.16)	(1,406,633.64)	(1,256,366.44)	(1,267,183.75)
Provision for Uncollectible Accounts	469,636.22	513,039.51	613,148.15	311,061.33	5,736,755.13	5,817,739.70	4,912,999.38	4,681,245.24
Financial Assistance	99,247.58	42,141.75	66,732.26	56,885.68	577,353.26	451,053.94	497,604.66	493,633.55
TOTAL DEDUCTIONS FROM REVENUE	4,981,746.88	4,621,062.43	4,557,934.23	4,507,280.61	55,078,539.84	53,368,471.31	45,222,037.52	49,259,082.56
NET PATIENT REVENUE	3,923,970.01	3,930,692.91	3,443,463.45	3,658,791.30	45,119,204.35	42,406,216.88	37,750,762.20	39,064,192.31
OPERATING EXPENSES								
Salaries & Wages	1,724,661.42	1,734,045.27	1,696,785.50	1,591,250.57	19,316,584.96	19,021,362.72	17,899,155.79	17,496,769.24
Employee Benefits	564,161.24	394,252.05	383,886.60	480,355.39	5,566,719.80	5,472,215.91	4,336,243.99	5,238,402.96
Contract Labor & Services	799,559.14	969,814.85	906,611.83	739,195.92	8,756,644.57	9,467,540.42	10,568,598.69	6,939,737.37
Equipment & Supplies	650,669.52	524,355.07	620,495.84	436,014.41	6,375,670.58	6,162,691.46	6,096,079.81	6,612,783.55
Insurance & Utilities	110,151.55	90,541.31	96,838.78	106,857.26	1,216,163.40	1,174,727.84	1,403,126.98	1,275,654.18
Repairs & Maintenance	118,565.02	74,217.95	96,285.64	59,356.49	876,254.11	854,203.74	761,392.27	734,568.45
Rent & Operating Leases	19,270.24	17,363.98	40,449.73	19,886.44	203,563.45	124,051.63	296,007.53	239,050.84
Other Direct Department	76,993.79	71,538.63	58,426.10	57,434.42	684,720.03	745,453.16	710,326.06	686,682.40
340B Program	15,936.45	4,965.66	622.66	54,595.77	105,152.23	34,055.80	248,553.30	681,268.02
Interest	26,427.19	19,496.74	22,029.86	27,281.99	250,124.32	229,836.35	267,507.11	387,724.68
Depreciation	189,695.12	197,676.19	176,090.97	234,953.60	2,179,106.31	2,110,217.44	2,286,095.79	2,445,155.57
TOTAL OPERATING EXPENSE	4,296,090.68	4,098,267.70	4,098,523.51	3,807,182.26	45,530,703.76	45,396,356.47	44,873,087.32	42,737,797.26
OTHER OPERATING REVENUES								
Cafeteria	5,820.02	5,613.96	3,397.72	4,689.50	69,605.69	58,457.64	47,960.13	43,128.01
340B Program	0.00	0.00	0.00	67,297.91	0.00	0.00	217,931.70	913,324.21
Other	11,906.47	9,620.90	20,219.45	25,453.51	248,246.32	270,549.29	303,070.94	303,069.33
Electronic Health Record	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OPERATING REVENUES	17,726.49	15,234.86	23,617.17	97,440.92	317,852.01	329,006.93	568,962.77	1,259,521.55
INCOME FROM PATIENT SERVICES	(354,394.18)	(152,339.93)	(631,442.89)	(50,950.04)	(93,647.40)	(2,661,132.66)	(6,553,362.35)	(2,414,083.40)
OTHER REVENUES & EXPENSES								
Grants	0.00	0.00	1,199.50	275.00	65,645.54	273,387.67	1,589,035.68	5,037,083.11
Contributions & Donations	0.00	11,754.06	0.00	304.00	370,006.14	615,512.87	542,095.55	493,802.84
Income from Investments	12,389.94	9,650.73	1,945.07	1,280.77	100,547.01	53,704.68	16,191.34	21,124.13
Other Expense	0.00	(175.50)	0.00	0.00	(6,439.49)	(1,973.07)	(9,211.48)	(10,168.68)
TOTAL OTHER REVENUES & EXPENSES	12,389.94	21,229.29	3,144.57	1,859.77	529,759.20	940,632.15	2,138,111.09	5,541,841.40
TOTAL NET INCOME	(342,004.24)	(131,110.64)	(628,298.32)	(49,090.27)	436,111.80	(1,720,500.51)	(4,415,251.26)	3,127,758.00



MEMORANDUM

DATE: January 30, 2025

TO: WNH Board of Trustees

FROM: Laura Frazier, CNO

SUBJECT: Overview of Nursing Services Departments

Nursing Services Administration Stoplight Report

The following Stoplight Report summarizes important updates and progress in the listed departments.

Respectfully Submitted,
Laura Frazier, BSN, RN
Chief Nursing Officer



STOPLIGHT REPORT

Note: The Stoplight Report is a way to communicate in writing how the ideas/concerns harvested in rounding are dealt with. It is excellent to post on communication boards. Green Light items are things that have been addressed and are complete. Yellow Light items are things in progress. Red Light items are those issues or ideas that cannot be done including the reason why.

Name: Laura Frazier Title: Chief Nursing Officer	Date: January 30, 2025
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GREEN/COMPLETE	YELLOW/WORK IN PROGRESS	RED/CAN'T COMPLETE AT THIS TIME AND HERE'S WHY
<p>Nursing Service Administration</p> <p>SIM Lab Open House: 2/13 from 2 pm – 4 pm 2:15 pm – Signing of the MOU agreement between WNH, SC, BCC, and CCC by organizational executives. 2:30 pm – Chamber Ribbon Cutting.</p>	<p>Nursing Service Administration</p> <p>Education Reviewing new scheduler platform for clinical/ancillary staff.</p> <p>Annual Competency Fair in the works.</p> <p>Working on transitioning the blood transfusion back to electronic documentation.</p> <p>Streamline, and revamp the orientation process for nursing staff including competencies. Process improvement identified. Currently working on compliance and obtaining all initial competencies not present in the employee files.</p> <p>Working with the Clinical Educator to redevelop our clinical orientation processes.</p> <p>Completed Moderate Sedation Policy and check off lists for competencies. Awaiting CRNA's policy approval to move forward.</p> <p>Enforcement of expiring certifications with deadlines and class options.</p>	<p>Nursing Service Administration</p> <p>Professional Achievement Structure Would like to develop a nursing career advancement program based on rewarding and recognizing high standards of professional performance within our organization that values quality patient care provided by expert nurses. The recognition targets RNs who seek advancement as skilled, competent clinicians who choose to dedicate their careers to hands on patient care.</p>

	<p>SIM Lab Training: Have completed the walk through and general knowledge of the software.</p>	
<p>Med Surg</p> <p>Education: Suprapubic Cath education and check offs completed. CM provided education on swing bed Wound Vac Education and check offs completed</p> <p>Equipment: Wheels on the bedside tables were replaced.</p> <p>Staffing: No Contract Agency staff.</p>	<p>Med Surg</p> <p>Staffing: Reworking the schedule to eliminate the need for an agency.</p> <p>Processes: Blood transfusion documentation returning to the electronic version. Working on rounding tools.</p> <p>Education: Chest Tube education in April</p>	<p>Med Surg</p> <p>Equipment: In need of a new computer on wheels – currently the 4th C.O.W. is not working.</p> <p>In need of a bladder scanner.</p>
<p>ICU</p> <p>Staffing: No Contract Agency staff.</p>	<p>ICU</p> <p>Updating ICU Flowchart in CPSI with Nanci.</p> <p>In need of a night shift telemetry tech.</p>	<p>ICU</p> <p>ICU desk needs resurfacing.</p> <p>In need of a bladder scanner</p>
<p>Surgical Services</p> <p>Staffing: No Contract Agency Staff.</p> <p>CRNA coverage completed for February. All shifts covered.</p>	<p>Surgical Services</p> <p>Medication scanners added to the 2024 budget.</p> <p>Compact rollers with laptops were added to the 2024 budget as the current carts and computers are aging out.</p>	<p>Surgical Services</p>

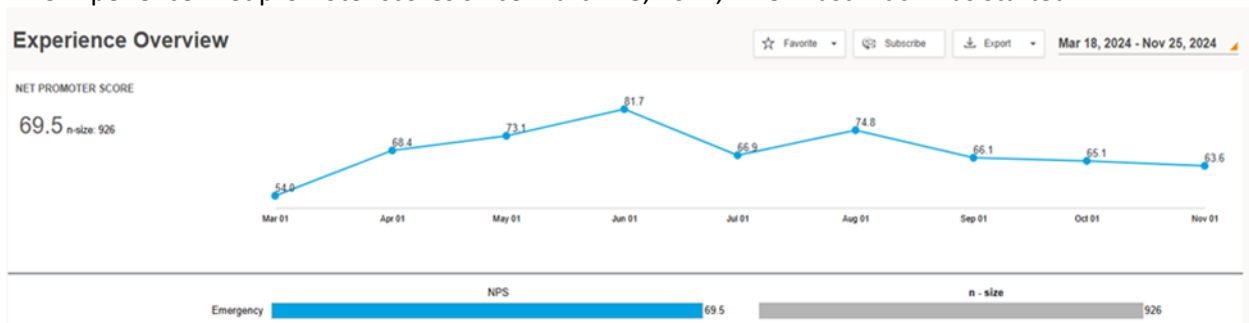
<p style="text-align: center;">ER</p> <p>Current Agency Staff: 1 Seasonal Contract - Internal</p> <p>New Hires/Staff Changes/Concerns Jake Coble, Medic PRN Mallory Moberly, Medic PRN – new hire process Jenna Akins, PA PT Fast Track – new hire process Travis Morin is coming to FT in March Holly Davidson, LPN PRN will be a Full-time RN in June.</p> <p>Fast Track Hours Expanded Feb 16 Mon-Sat 1130-2130 Sun 1200-2000</p> <p>2024 10,892 total checks into to ED Comparison and yearly overview are attached</p> <p>2025 Averaging 36 a day (25/9)</p>	<p style="text-align: center;">ER</p> <p>Open Needs: Full time LPN/Medic Fast Track - Interview next week</p> <p>Working on stats to consider a second mid shift nurse due to increased numbers, increase in patient spikes, and need for traffic direction between ED & Fast Track Beginning stages of reviewing requirements for a Level 3, 4, 5 Trauma Center.</p> <p>Mindray – All of our VS and Tele are a beta system that was never launched in US. Ami from Mindray has been working with Micha on potential contracts so I can get quotes for needed equipment.</p> <p>NRC: NRC Experience: Facility Would Recommend from March 18 through Nov 25, 2024 Gap of 17.9 over the national average bench mark. ER has had double digits every month since opening the fast track</p>	<p style="text-align: center;">ER</p> <p>Mindray Portable telemetry (5) Goal to order for next budget year (Dec 2022)</p> <p>Viewed T-Systems: Audit completed. Multiple areas were identified to capture more revenue.</p> <p>UPDATE: Changes in documentation coming so this is delayed till we decide which way to go (Sept 2023)</p> <p>Working with Nanci, Michelle, and Taylor to start electronic charges. Meeting 2/8 with parties above and Jenny B who has taken this project on.</p> <p>UPDATE – Nanci is working on attaching charges to items in interventions and other area. Hope to have go live by May 2023 (March 2023)</p> <p>UPDATE: Nanci still working on this. With changes to web based CPSI may be delayed (June 2023)</p> <p>i-Stat in ER to help relieve lab staff and allow for quicker turnaround times. Spoke with Brenda that stated that she does not see this happening any time soon. (Dec. 2022)</p> <p>UPDATE – Chris Stated this might be something to do later this year after inspection in May (March 2023)</p>
<p style="text-align: center;">OB</p> <p>Staffing: Susanne RN – currently Labor training Taylor RN – hired. PP Training</p>	<p style="text-align: center;">OB</p> <p>Safety Met with IT, and Maintenance on possibilities of a locked unit for the safety of the staff, patients, and</p>	<p style="text-align: center;">OB</p>

<p>Lexi (RN) awaiting her letter to take her boards – and will onboard as an RN once she passes.</p>	<p>newborns. Quotes received are showing approximately \$32,000. Will review with Senior Leaders and the Foundation.</p> <p>Secure Care Security System was out of service due to no support and no tags. Awaiting</p> <p>Education: Spoke with AWHONN rep about setting up fetal monitoring class, she advised to wait until Feb 2025 as new materials are coming out in January. Will revisit this at that time. (08/24) In talks with rep from AWHONN and have sent out emails to course instructors to get an on-site class set up, waiting for responses. (01/25)</p> <p>Safe Medication Process: In need of an Omnicell</p> <p>Staffing: Susann will take the day shift position once off orientation, Taylor Bolen hired in and will work the night shift until a day shift position opens up. This will leave us with 2-night shift holes once both are off orientation. (01/25)</p> <p>Processes: Rachel working with Tonya on meeting the CMS Maternal Morbidity Structural Measure- a new requirement coming and will be new data reporting.</p>	
<p align="center">Swing Bed</p> <p>2024 = 1126 SWB Days</p> <p>Swing Bed Admission Folder is now completed.</p>	<p align="center">Swing Bed</p> <p>Swing Committee. Continuing to meet monthly and work on regulatory compliance items.</p>	<p align="center">Swing Bed</p>

Policies updated to meet regulatory requirements.	Currently reviewing options for an Activity Room.	
Case Management	Case Management InterQual pricing. Help prevent so many IP denials. Average about 10 per month. Before hospital admit, InterQual can be completed to see if pt meets IP criteria, and if so, the appropriate level of care. OBS vs IP vs ICU. Currently locked in under contract with Milliman HCG. Would like to work on community projects in the upcoming year or so regarding education on chronic disease management from a CM standpoint, and SWB benefits. Equipment: 2 Laptops 2 Cell phones Closer Office Space to the patients	Case Management Guardianship Grant funding- to assist in decreased LOS in hospital which will decrease unnecessary hospital days, which the hospital will not be reimbursed. This is an innovation idea that needs the appropriate contacts, approvals etc.
SANE Elizabeth Young RN has accepted the SANE Coordinator position.	SANE Review of the entire program as it is. Would like to complete a review of the program to determine the growth needed.	SANE
House Supervisors	House Supervisors Currently have one shift a week on nights creating OT. In need of PRN or Part-time HS to fill open shifts/vacations/sick time to reduce OT.	House Supervisors
Infection Control	Infection Control Subtyping Influenza A Process Antibiotic Stewardship	Infection Control Equipment Review of ATP Surface Hygiene Monitoring Device. Cost prohibited at this time.

	<p>Data collection has begun. We hope to have results soon to start this program.</p> <p>Survey Readiness Working with QI and department managers to prioritize mock survey results.</p>	
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NRC Experience: Net promoter scores since March 18, 2024, when Fast Track was started.



March – Dec 2023 our Net Promoter score was 54.8. Max was 61.1





Department Summary

☆ Favorite 🔔 Subscribe 📄 Export Mar 18, 2024 - Nov 25, 2024

NET PROMOTER SCORE

69.5 n-size: 526



ALERT PERFORMANCE

OPEN ALERTS

30

CLOSED ALERTS

6

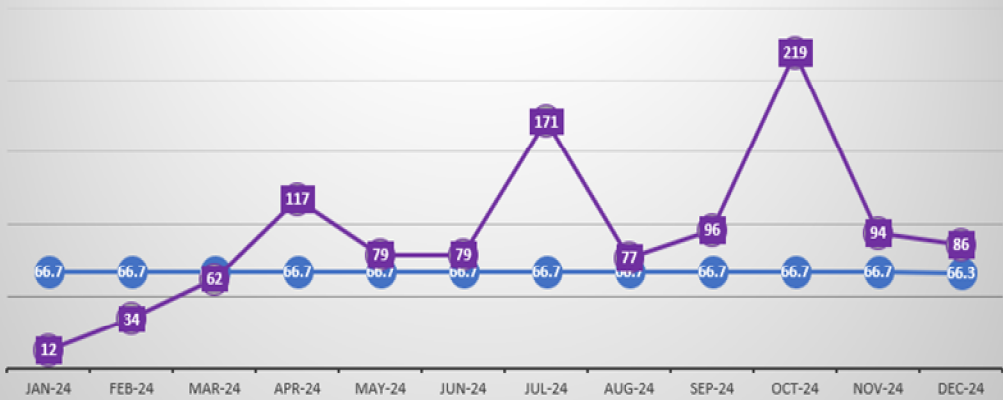
QUESTION SUMMARY

Question	YTD	Last 3 Months	Last Month	n-size	Score	Bench mark	Gap
Staff members courtesy/respect	74.6	72.6	69.0	1,019	75.4	67.7	7.7
Human Understanding	72.6	71.8	73.8	937	74.3	67.0	7.3
Care providers explain things	71.5	69.1	70.2	981	73.4	61.9	11.5
Trust providers w/ care	71.3	71.4	71.9	996	72.7	61.0	11.7
Care provider explain-if not better	67.8	66.3	65.8	974	70.0	61.5	8.5
NPS: Facility would recommend	66.7	68.7	65.1	926	69.5	51.6	17.9
Spent enough time with patient	62.2	58.9	60.5	987	63.4	52.7	10.7

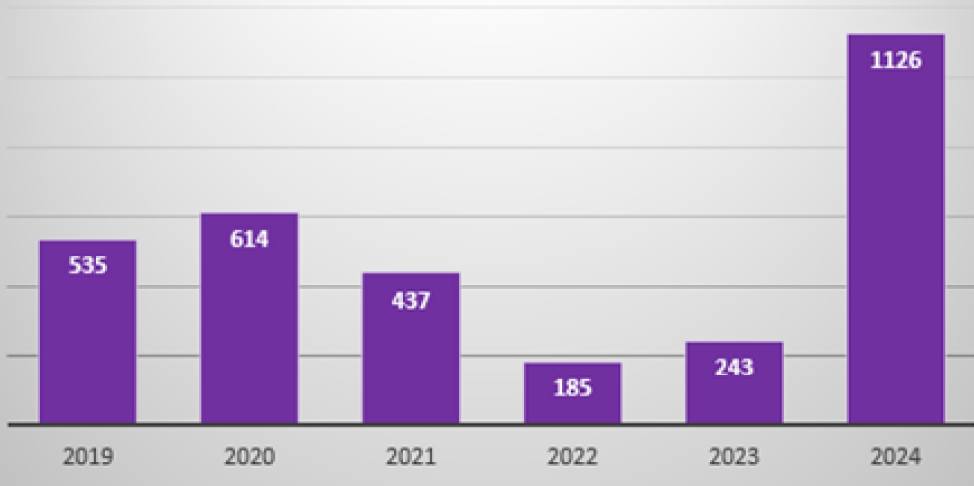
QUALITATIVE SUMMARY

- Promoter**
- Recognition ●
- Courtesy/Respect ●
- Doctor ●
- Presence ●
- Nurse/Nurse Aide ●
- Passive**
- Recognition ●

Swing Bed Days



Swing Bed Days Per Year





MEMORANDUM

DATE: January 24th, 2025

TO: WNH Board of Trustees

FROM: Amber Seitzinger, Chief Ancillary Officer

SUBJECT: Overview of Ancillary Department Operations

Ancillary Department Stoplight Report:

The following Stoplight Report summarizes important updates and progress in the ancillary departments.

Respectfully Submitted,
Amber Seitzinger, MHA, OTR/L
Chief Ancillary Officer

STOPLIGHT REPORT

Note: The Stoplight Report is a way to communicate in writing how the ideas/concerns harvested in rounding are dealt with. It is excellent to post on communication boards. Green Light items are things that have been addressed and are complete. Yellow Light items are things in progress. Red Light items are those issues or ideas that cannot be done including the reason why.

Name: Amber Seitzinger Title: Chief Ancillary Officer	Date: 1/24/2025
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GREEN/COMPLETE	YELLOW/WORK IN PROGRESS	RED/CAN'T COMPLETE AT THIS TIME AND HERE'S WHY
<p style="text-align: center;">Laboratory</p> <ul style="list-style-type: none"> -KUMC research study has begun – 14 total participants. -Have been live with Quest since early December and have received positive feedback. -Have created a POC supervisor for the lab. 	<p style="text-align: center;">Laboratory</p> <ul style="list-style-type: none"> -Heartland Pathology interface is on hold at this time – may continue with KPC for pathology -Have ordered new ABG machine – install and validation scheduled for week of 2/10/25 -Working with Nanci Richardson on getting blood bank back to electronic process. -Looking into getting additional CLIA licenses – one for cath lab & OB, one for Radiology 	<p style="text-align: center;">Laboratory</p> <ul style="list-style-type: none"> -Need to replace Coag analyzer – have obtained quotes -Need to replace micro hood – have obtained quotes
<p style="text-align: center;">Pharmacy</p> <ul style="list-style-type: none"> - Have worked to improve the process for infusion patients. We have implemented a double check system in the pharmacy and increased the types of infusions that we put on our infusion calendar to make the process run smoother. 	<p style="text-align: center;">Pharmacy</p> <ul style="list-style-type: none"> -IV Cleanroom - New shocks for the IV hood have arrived. Still waiting for the ports to come in so that maintenance can install. -Working with Nanci Richardson on updating the DKA orders so they can be put in electronically. – order set was approved & working on a policy/procedure for nursing staff. - ADM (Omniceil) will have to be replaced in 2025. Quotes have been received. Pyxis has been contacted to get a quote for cabinets. If we are considering Pyxis we will also need to 	<p style="text-align: center;">Pharmacy</p> <ul style="list-style-type: none"> -We have an extension on DSCSA compliance due to pharmacy size - continue to monitor requirements to ensure we are in compliance when required.

	<p>determine how many interfaces we will need and staffing to make the change to different technology.</p> <p>-A team has been developed to look at temperature monitoring in the hospital and clinic. We are looking at the feasibility of a single system for temp monitoring that would inform users when refrigerators/freezers are out of temperature range.</p>	
<p style="text-align: center;">Respiratory</p> <ul style="list-style-type: none"> -We have ordered two new batteries for the V60 machines – waiting on delivery -New QI project for 2025 was set: Labelling of all patient nebulizers and ensure they are changed weekly. - Lab will be taking over the maintenance of the new ABG machine, once it is in. They will also run the samples. This will be a huge help, since there is only one therapist in the building most of the time. They will no longer have to leave a critical patient to run a blood sample. -Policy and Procedures have been updated. New policy on oxymasks completed. -Respiratory Therapy protocols shared with Freestate hospitalists. -We have hired Tim Otter for a FT day shift position (was PRN). -Have changed holter monitor companies from ReactDx to Bardy. 	<p style="text-align: center;">Respiratory</p> <ul style="list-style-type: none"> -We are in need of six batteries for the PB 980 vents. -Continue to work with ER, Eagle med, and the Foundation on the pediatric ventilator project. -We are looking to replace Treadmill system for stress tests. The Foundation may be interested in purchasing the treadmill portion of the unit. -Continue to review respiratory charges weekly to optimize charge capture -Pulmonary rehab: currently have 12 patients on the waiting list. Still searching for more space. -We have one FT night shift position open – we are moving forward with travel staff at this time (start date 2/3/25). 	<p style="text-align: center;">Respiratory</p> <ul style="list-style-type: none"> -2 GE EKG machines are at end of life – need replacement. -Checking on Difficult Intubation course for staff. Course is only offered in May of each year. -Questions surrounding a possible negative air-flow treatment room as well as where RT and Stress Testing will be located during and after the ER renovation. -Would like to open a part-time position.

<p style="text-align: center;">Rehab Services</p> <p>-Our COTA, Juliet Woodall, has agreed to transition to a full-time position. She will work 4 days a week.</p> <p>-Julie Ross, PT, is attending final CE course on dry needling. We are excited to start offering this new service/modality to patients.</p> <p>December OP Stats: Physical Therapy - 1780 units Occupational therapy - 265 units Speech therapy - 29 units</p>	<p style="text-align: center;">Rehab Services</p> <p>-We have a need for additional computers (1-2) due to increased staffing and the age of current computers.</p> <p>-Updating how notes are entered into CPSI for ease of access for physicians and nursing</p> <p>-Dena (receptionist) is navigating insurance verification and prior authorizations. We are trying to develop a streamlined process for verifying insurance and benefits.</p>	<p style="text-align: center;">Rehab Services</p> <p>- Wall of clean utility has extensive water damage (old); maintenance reports the entire wall needs replaced. This project will have to be contracted out. Maintenance provided a temporary/cosmetic fix.</p> <p>-Current growth of department is limited by space. We are brainstorming ideas of how to make the best use of current space.</p>
<p style="text-align: center;">Radiology</p> <p>-Met QI goal for 2024 – improved percentage of requisitions with tech initials</p> <p>-completed 21,196 exams in 2024</p> <p>-Amanda Gropper has come on board as the Radiology Director and is doing great!</p> <p>-Have had one sonographer resign effective 1/17/24.</p> <p>-Hired one PRN sonographer (will cover most Fridays)</p>	<p style="text-align: center;">Radiology</p> <p>-Currently hiring for a sonographer/Echo tech – have updated the job description to hopefully attract more candidates</p> <p>-Currently have one traveler sonographer/echo tech and have additional echo tech starting 2/3/25.</p> <p>-No call coverage for US at this time to do staffing shortage.</p> <p>-Temperature in Dexa room is often too hot. Looking into options.</p> <p>-Looking into process of performing exams referred/ordered by ER physician</p>	<p style="text-align: center;">Radiology</p> <p>-Will look into marketing of radiology services</p> <p>-Update/refresh to exams rooms – look to paint some rooms in 2025</p>

<p>Cardiovascular Cath Lab</p> <p>-2023 patients: 317 procedures: 481 TEEs: 51</p> <p>-2024 patients: 309 procedures: 503</p> <p>-2025 patients: 19 (1/21/25) Procedures: 30</p> <p>-As of 1/2025: **have inserted 12 AVEIR leadless dual chamber pacemakers **have used Shockwave on 5 patients successfully **5 STEMI's in 2024</p>	<p>Cardiovascular Cath Lab</p> <p>-Currently negotiating device contracts with Abbot/Medtronic</p> <p>-Working on adding a new procedure for hypertension (renal denervation). Reviewing reimbursement & prior authorization process.</p>	<p>Cardiovascular Cath Lab</p> <p>-ACIST – budget prohibited</p> <p>-Omnicell – budget prohibited</p> <p>-CA Scoring for CT – budget prohibited</p>
<p>Cardiac Rehab</p> <p>-Current census: **Phase 2 – 25 patients **Phase 4 – 28 patients</p>	<p>Cardiac Rehab</p> <p>-PACE quality project was met and completed – increase Phase 2 participants completion of the program (36 sessions) by 10% - currently collecting data.</p> <p>-Working on new PACE project – improving smoking cessation</p> <p>-Treadmill track needs replaced.</p>	<p>Cardiac Rehab</p>
<p>Education</p> <p><u>SIMULATION CENTER</u></p> <p>-Open House on 2/13 1400-1600, MOU's to be signed at 1415, ribbon cutting at 1430!</p> <p><u>SOUTHWESTERN COLLEGE:</u></p> <p>-Enrolling first cohort of students to start 8/2025!!</p> <p><u>CREDENTIALING:</u></p> <p>-Working to get all staff in compliance with certifications and have all information updated in Paylocity</p>	<p>Education</p> <p>-Looking into obtaining CEU providership for RT CEU hours</p> <p>-In the process of completing the annual education survey for the facility.</p>	<p>Education</p>



MEMORANDUM

DATE: January 30th, 2025

TO: WNH Board of Trustees

FROM: Micah Norris, Chief Support Officer

SUBJECT: Overview of Support Departmental Operations

Support Service Department Stoplight Report:

The following Stoplight Report summarizes important updates and progress in the listed departments.

Respectfully Submitted,
Micah Norris, MBA
Chief Support Officer

STOPLIGHT REPORT

Name: Micah Norris Title: Chief Support Officer	Date: 1/30/2025
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GREEN/COMPLETE	YELLOW/WORK IN PROGRESS	RED/CAN'T COMPLETE AT THIS TIME AND HERE'S WHY
<p style="text-align: center;">IT</p> <ul style="list-style-type: none"> Vendor Selection: Locked in quotes and selected vendors for replacing Vipre and AppRiver. Lab Interface Project: Primary project complete; working with Quest to finalize secondary tasks. 	<p style="text-align: center;">IT</p> <ul style="list-style-type: none"> TitanHQ Onboarding: Started onboarding process to replace AppRiver. Manual Process Review: Developing a plan to conduct process reviews with departments to eliminate waste, enhance efficiency, and leverage technology/AI for improved productivity without staff burnout. PC Assessment: Ongoing evaluation of outdated computers impacting workflow across departments. Sim Lab: Working with Butler/Southwestern College on the upcoming Sim Lab deployment. Office 365: Preparing quotes for migrating from on-prem Exchange to Office 365, with a deadline of October 2025. NSGP Grant: Identified a new NSGP grant opportunity and planning to apply for \$150k in cybersecurity funding. 	<p style="text-align: center;">IT</p> <ul style="list-style-type: none"> Phone System: Upgrading the phone system, contingent on budget and potential grant funding. Campus Security: Recognizing the rising need for security cameras, though a full rollout is currently cost-prohibitive. PolicyTech Replacement: Identified replacements are currently cost-prohibitive, but ongoing exploration continues. Security Camera Expansion: Exploring options, but current costs hinder a full-scale rollout.

<p style="text-align: center;">Sterile Processing</p> <ul style="list-style-type: none"> • Professional Development: Participated in a workshop in Hays, KS, which provided valuable insights and new networking opportunities. 	<p style="text-align: center;">Sterile Processing</p> <ul style="list-style-type: none"> • Instrument Sharpening: Scheduling in progress; tentative dates set for late January to early March. • Upcoming Education: Preparing for an educational event in Abilene, KS. Save the date: March 26th, 2025. • Annual Steris Service Quotes: Quotes have been submitted and are awaiting approval. 	<p style="text-align: center;">Sterile Processing</p>
<p style="text-align: center;">EP/Safety</p> <ul style="list-style-type: none"> • Safety Meeting: Held on 12/12. Members reviewed the Emergency Operations Plan (EOP) and two annexes, providing notes for final edits. • Preparedness Activity: Successfully ensured readiness for the forecasted ice storm on 01/05. Departments assisted staff with safety measures during hazardous conditions. Oversights were noted and will be addressed in future policy revisions. • HCCP-KS Southcentral Regional Meeting: Attended on 01/15/25 and elected to serve as Hospital SME on the Executive Committee. 	<p style="text-align: center;">EP/Safety</p> <ul style="list-style-type: none"> • EOP Edits: Requested edits continue. Additional work is being done to complete remaining annexes prior to the end of the month. • EOP Documentation: Work is ongoing to create two types of additional documents for the EOP. Annexes will address hazard-specific responses, while appendices will focus on specific tasks, such as evacuation. 	<p style="text-align: center;">EP/Safety</p> <ul style="list-style-type: none"> • Mental Health Plan Revisions: Progress is delayed due to PolicyTech system errors. • Shatter-Resistant Window Coverings: Will be ordered and installed for patient rooms as funding becomes available.
<p style="text-align: center;">Dietary</p> <ul style="list-style-type: none"> • Remote Login: Remote login is now setup, significantly improving efficiency. 	<p style="text-align: center;">Dietary</p> <ul style="list-style-type: none"> • Swing Bed Menus: Developing and improving menus for swing bed patients. • Education: Providing training to nursing staff on special diets and food intake charting procedures. 	<p style="text-align: center;">Dietary</p> <ul style="list-style-type: none"> • Fire Doors: New kitchen fire doors are awaiting approval. • Food Cart: Replacement of the food cart with one featuring doors is also pending approval.

	<ul style="list-style-type: none"> • Food Temp Tracking: Monitoring food temperature data for the PACE report. • Food Fair and Healthy Alternatives: Collaborating with Ben E. Keith to organize a food fair for employees and expand healthy alternatives in the café. 	
<p>Environmental Services</p> <ul style="list-style-type: none"> • Sim Lab: Stripped/Waxed floors in WHC basement for new simulation center. 	<p>Environmental Services</p> <ul style="list-style-type: none"> • Linens: Quotes acquired for new linen vendor. Selecting vendor with hope to save money by combining all linens to same account. • Contract Review: Reviewing vendor contracts to find cost saving opportunities. • Training: Training a new hire to assist with C-Section rooms in the surgery department. • Sunday Staffing: Developing a new on-call schedule to add additional support on Sundays during high-census days. 	<p>Environmental Services</p>
<p>Materials Management</p> <ul style="list-style-type: none"> • End-of-Year Inventory: Completed inventory. Working on follow-up items. 	<p>Materials Management</p> <ul style="list-style-type: none"> • Item Allocation: Collaborating with Medline to adjust allocations for other high-use items. • Policy Update: Working with EP, Nursing, and Pharmacy to update the allocation and rationing policy for critical supplies during shortages. • Training: John is being trained to handle all ordering for Medline. The goal is for him to be fully 	<p>Materials Management</p>

	capable of managing orders independently by March.	
<p>Plant Operations</p> <ul style="list-style-type: none"> • Sim Lab: Coordinating efforts on the simulation lab project in the WHC basement. This project was wrapped up • Winter Weather Plan: Developed a plan to switch from sand to salt for hospital parking lot treatment. A salt spreader for the truck was ordered and was able to be utilized in the last snow/ice storm building's HVAC system. • Ambulance Bay Door: Assisted Eagle Med to acquire repair quotes for broken ambulance bay door. Door has been repaired. 	<p>Plant Operations</p> <ul style="list-style-type: none"> • Fuel Gas Repairs: Identified issues during the annual test (a CMS requirement) that prevent the boilers from operating on diesel fuel. Ongoing repairs are needed. • Heating/Cooling Roadmap: Gathering quotes to evaluate and develop a comprehensive heating and cooling strategy for the hospital. • Chiller Bid Review: Currently reviewing and evaluating bids for chiller replacement. • Front Grate Replacement: Working on replacing metal grates at the hospital's main entrance for improved safety and functionality. 	<p>Plant Operations</p> <ul style="list-style-type: none"> • Pavilion Roof: Project on hold due to funding shortages. • Boiler Retubing/Replacement: Pending budget approval for necessary repairs or replacement. • Fan Coils: Replacement of several faulty units is contingent on budget approval.



MEMORANDUM

DATE: January 28, 2025

TO: WNH Board of Trustees

FROM: Tiffany Shinneman, Director of Human Resources

SUBJECT: Overview of Human Resources, Employee and Occupational Health Services, and Workers Compensation

Human Resources Stoplight Report

The following Stoplight Report summarizes important updates and progress of Human Resources departments.

Respectfully Submitted,
Tiffany Shinneman
Director of Human Resources



STOPLIGHT REPORT

Note: The Stoplight Report is a way to communicate in writing how the ideas/concerns harvested in rounding are dealt with. It is excellent to post on communication boards. Green Light items are things that have been addressed and are complete. Yellow Light items are things in progress. Red Light items are those issues or ideas that cannot be done including the reason why.

Name: Tiffany Shinneman	Date: 1/28/2025
Title: Director of Human Resources	

GREEN/COMPLETE	YELLOW/WORK IN PROGRESS	RED/CAN'T COMPLETE AT THIS TIME AND HERE'S WHY
<p style="text-align: center;">Human Resources</p> <p><u>2024 Review</u></p> <ul style="list-style-type: none"> • 2024 Turnover: 34.9% • 2024 w/o PRN Turnover: 25.5% • 2024 Headcount: 357 • Average Tenure: 6.0 • 2024 Growth Rate: 1.1% • 2024 New Hires: 122 <p><u>2025 Stats</u></p> <ul style="list-style-type: none"> • 2025 Turnover: 1.1% • 2025 w/o PRN Turnover: 0.6% • 2025 Headcount: 358 • Average Tenure: 5.9 • 2025 Growth Rate: 0.3% • 2025 New Hires: 5 <p>Wage scale review and proposal completed.</p> <p>Working conditions of all job descriptions updated and sent to staff for signatures.</p> <p>KPERS 2022 & 2023 audit completed. Two minor deficiencies were found due to the dates when payroll cycles fell.</p> <p>Leadership training on how to review application/resumes completed. Leaders have also been provided a copy of Studer based interview questions to utilize when</p>	<p style="text-align: center;">Human Resources</p> <p>New longevity compensation proposal.</p> <p>Updating the employee handbook.</p> <p>Review all job description and orientation guides to turn into evaluation guides for 2025.</p> <p>Following is a recruitment list of open positions within our facility and clinics.</p> <p>Leadership</p> <ul style="list-style-type: none"> • Chief Operating Officer • RHC Manager (permanent) • Patient Financial Services Director <p>Nursing Services</p> <ul style="list-style-type: none"> • RFT L&D RN • RFT 2E RN • RFT 2E LPN II • RFT ER RN • PRN ER Paramedic <p>Ancillary Services</p> <ul style="list-style-type: none"> • RFT MT/MLT/MLS (x2) • RFT Phlebotomist • Sonographer/Echo Tech (x2) • RPT Radiology Tech • RFT Respiratory Therapist 	<p style="text-align: center;">Human Resources</p>

<p>creating their department specific interview questions. The goal of this training is to reduce turnover within an employee’s first year of employment by making the “right” hire.</p> <p>Annual Retention survey completed. Received 33% response rate.</p> <p>Compiling data from the annual retention survey to put into a spotlight report for staff. To be completed by 7/12. Sent out to staff via Exchange on 7/25.</p> <p>2022 insurance claims have been paid. Any outstanding claims will be paid on an as-needed basis. 7/1</p>	<p>Support Staff</p> <ul style="list-style-type: none"> • PAR – Clinic Billing • Registrar/PBX Operator <p>Clinics</p> <ul style="list-style-type: none"> • OB/GYN Physician • Medical Asst/Phleb – HPW • RPT APP/PA – Sedan • RFT APP/PA – Cedar Vale 	
<p style="text-align: center;">Occupational Health</p> <p>OHS have transitioned to Laboratory. Two of the three phlebotomists are now certified for DOT screenings.</p>	<p style="text-align: center;">Occupational Health</p>	<p style="text-align: center;">Occupational Health</p>
<p style="text-align: center;">Employee Health</p> <p>Karla Smith the new Employee Health Coordinator started on 12/27/24.</p> <p>Overall EH has been consistently busy with new hires, October currently holds the record at 17.</p> <p>TB screenings are up to date.</p> <p>Body Mechanics in-service for EVS was completed. 4/25</p> <p>Flu shot clinics completed. As of 11/25 270 employee flu shots have been given.</p>	<p style="text-align: center;">Employee Health</p>	<p style="text-align: center;">Employee Health</p>

Workers Compensation	Workers Compensation	Workers Compensation
<p>Renewal for 2025 fund completed.</p> <p>Workers comp audit was completed and submit to KHA.</p> <p>Previously discussed potential claim is no longer of high concern and should not result in any legal action.</p> <p>Claim that was under review for pre-existing condition was denied.</p>	<p>Form 300A filing will be submit to OSHA on 1/31/25 and posted on hospital grounds on 2/1/25 – 4/30/25.</p> <p>Currently have one outstanding claim.</p>	

William Newton Hospital



www.wnhcares.org