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**MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
September 14, 2021, 4:00 p.m.
Remote Meeting via Webex Event**

1. CALL TO ORDER

Present: Commissioner Tessie Guillermo, Chair
Commissioner Edward A. Chow, M.D., Member
Commissioner Laurie Green, M.D., Member

Staff: Michael T. Phillips, Lisa Hoo MD, Wilmie Hathaway DO, Daniela Kim MD,
John Grimes, Troy Williams, Zoe Harris, Claire Horton MD, Valerie Lopez, Monica Biley,
Nawzaneen Talai

The meeting was called to order at 4:01pm.

2. APPROVAL OF MINUTES FOR MEETING OF AUGUST 10, 2021

Action Taken: The Committee unanimously approved the August 10, 2021 minutes.

3. GENERAL PUBLIC COMMENT:

There was no general public comment.

4. EXECUTIVE TEAM REPORT

Michael T. Phillips, Chief Executive Officer, presented the item.

Commissioner Comments:

Commissioner Green asked if the testing begin done at LHH is sufficient t prevent COVID transmission as we move into fall and winter. Mr. Phillips stated that a key component of the LHH COVID-19 response has been its testing program, which has been an effective prevention measure.

Commissioner Green asked for the amount of time it takes for LHH to receive a COVID-19 test result. Mr. Phillips stated that it takes 15 minutes to get a test result for tests used for staff.

Commissioner Green asked for the rate of false negatives on these tests. Dr. Hoo stated that the false negative rate is low, around 1-2%. Dr. Hathaway stated that the tests for residents are conducted every two weeks with a 24-48-hour return time.

Commissioner Chow noted that approximately two LHH staff per month have tested positive and asked if LHH understands the transmission mode for these staff. Dr. Hoo stated that these transmissions are likely from the community, not hospital acquired.

Commissioners Chow and Guillermo encouraged LHH to document its COVID-19 responses model in order to share its best practices.

Commissioner Guillermo noted that she is pleased to see LHH staff being recognized and celebrated each month.

5. REGULATORY AFFAIRS REPORT

Nawzaneen Talai, Chief Quality Officer, presented the item.

Commissioner Comments:

Commissioner Guillermo thanked Ms. Talai for the report.

6. PRESENTATION: MEDICAL SERVICES

Dr. Wilmie Hathaway, Chief Medical Officer, presented the item.

Commissioner Comments:

Commissioner Guillermo thanked Dr. Hathaway for the presentation and explaining the evolution of LHH medical services.

Commissioner Chow stated that he is pleased by the array of services available at LHH compared to what was possible in the past. He added that he is glad UCSF has been integrated into the clinics, which enables training programs to participate, and benefits LHH residents.

Commissioner Chow noted that he hopes the DPH, San Francisco Health Network, and LHH can develop a plan for the acute rehab beds that keep them filled and enable the community to utilize this important service. Mr. Phillips stated that LHH is seeking accreditation, which will help attract more health plans. He noted that the Health Network is also seeking new contracts with health systems, which would include the acute rehab services.

Commissioner Chow noted that ZSFG has reported that they have a contract with Canopy to provide labor and delivery services; Mr. Phillips stated that the LHH acute rehabilitation beds would be included in the Canopy contract.

Commissioner Green asked for more information how LHH interacts with medical residents. Dr. Hathaway stated that residents rotate through LHH once a month in Orthopedics for 2 days; in Family Medicine, they attend clinic ½ a month. LHH provides didactic information and assigns the medical resident patients, who they follow for the duration of their rotation. Commissioner Green noted that this process seems more support to the residents than practical help to LHH.

7. PRESENTATION: LAGUNA HONDA HOSPITAL 2019 PLAN OF CORRECTION DASHBOARD

Nawzaneen Talai, Chief Quality Officer, presented the item.

Commissioner Comments:

Commissioner Green thanked the team developing the dashboard and asked when they anticipate seeing a shift in outcomes. Ms. Talai stated that three incidents were late for “Timely Reporting.” LHH continues to educate and encourage all staff to report incidents on their own instead of waiting to get clearance from management, which often results in late reporting. As the Quality Team is fully staffed and able to conduct a full range of staff trainings, improvements should result in better results.

Commissioner Green asked if the reporting form is a barrier. Ms. Talai stated that staff have reported that the investigation is a lot of extra work, however this is not related to the reporting requirement.

Commissioner Guillermo noted that there is enough data now to revisit the goals. Ms. Talai stated that some next steps include strategies to make the changes sustainable.

Commissioner Chow asked if there have been any changes to the Plans of Correction at the state level. Ms. Talai stated that CDPH has already said that LHH is in compliance with its Plans of Correction. On its own, LHH has continued these quality assurance activities.

Commissioner Chow noted that the level of check-ins with LHH residents has decreased over the months and does not want LHH to move backward on these important tasks. He asked if the current practices ensure safety for LHH residents. Ms. Talai stated that COVID has impacted the implementation of some of the Plan of Correction activities. However, she feels the measures and change in practices have created a culture of safety. She added the staff are using EPIC to support these practices. Ms. Biley stated that the forms used in the audits were found to be problematic because manual tracking was required. She noted that hourly rounding will be piloted on the LHH day shifts.

Commissioner Guillermo thanked the LHH leaders for their leadership in taking responsibility for these important actions and carrying forward excellent practices.

8. PRESENTATION: LAGUNA HONDA HOSPITAL QUALITY MANAGEMENT

Nawzaneen Talai, Chief Quality Officer, presented the item.

Commissioner Comments:

Commissioner Green congratulated the team for how far they have come and noted her respect for the leadership involved.

Commissioner Chow noted that years ago the DPH considered making ZSFG and LHH one medical staff, but he feels that having two separate medical staffs provides the benefit of each supporting the other in developing best practices in their areas of expertise.

Commissioner Guillermo thanked the team for their many accomplishments and bringing a sense of joy and urgency to this important work. She is excited to see that LHH has attracted a highly qualified team.

9. CLOSED SESSION

- A) Public comments on all matters pertaining to the Closed Session. (San Francisco Administrative Code Section 67.15).
- B) Vote on whether to hold a Closed Session.

- C) Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5, 1157.6, and 1157.7; Health and Safety Code Section 1461; San Francisco Administrative Code Sections 67.5, 67.8, 67.8-1, and 67.10; and California Constitution, Article I, Section 1.

CONSIDERATION OF MEDICAL STAFF CREDENTIALING MATTERS

CONSIDERATION OF MEDICAL QUALITY IMPROVEMENT

CONSIDERATION OF PERFORMANCE IMPROVEMENT AND PATIENT SAFETY REPORTS AND PEER REVIEWS

RECONVENE IN OPEN SESSION

1. Discussion and Vote to elect whether to disclose any portion of the closed session discussion that is not confidential under Federal or State law, The Charter, or Non-Waivable Privilege (San Francisco Administrative Code Section 67.12(a).) (Action item)
2. Possible report on action taken in closed session (Government Code Sections 54957.1(a) and 54957.7(b) and San Francisco Administrative Code Section 67.12(b).

10. POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

Action Taken: The Committee voted to disclose that it had approved the Credentials Report, Medical Quality Improvement, and Performance Improvement and Patient Safety Reports.

11. ADJOURNMENT

The meeting was adjourned at 6:18pm.