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**AGENDA
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
September 10, 2024, 4:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex**

Members of the Laguna Honda Hospital Joint Conference Committee will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online using this link: <https://sfpublic.webex.com/sfpublic/j.php?MTID=m86eb22220ac700747f468719a0c2f136>. Everyone attending the meeting in person is encouraged to wear a mask throughout the meeting.

Public comment is allowed in relation to each agenda item, and the Secretary of the Health Commission will indicate when public comment is to occur for each item when not listed on the agenda below. Each member of the public, whether attending remotely or in person, may address the committee for up to three minutes. Members of the public attending the meeting in person will have an opportunity to provide public comment on every item. In addition to in-person public comment, the LHH JCC will hear up to 20 minutes of remote public comment on each agenda item. The LHH CC will hear remote public comment on each item in the order that commenters add themselves to the queue to comment on the item. Because of the 20-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Requests to include a maximum of 150 word written public comment in the meeting minutes can be made at healthcommission.dph@sfdph.org. Remote public comment from people who have received an accommodation due to disability, as explained on page 6, will not count toward the 20-minute limit. Instructions for providing remote public comment can be viewed on page 6 of this meeting agenda.

Committees of the Health Commission consist of three members of the Commission. If a quorum of the Health Commission is present, it constitutes a Special Meeting of the Commission. If additional commissioners attend the meeting of a committee creating a quorum of the full Health Commission, they may participate in the discussion on an item on the agenda but may not vote with the members of the committee. The committee's recommendations shall be reported to the full Health Commission for discussion and possible action. The Health Commission Secretary shall make a note of the presence of the additional commissioners in the minutes, and discussion shall be limited to items noticed on this agenda.

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

1. CALL TO ORDER

RAMAYTUSH OHOLONE LAND ACKNOWLEDGEMENT

The San Francisco Health Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush (rah-my-toosh) Ohlone (O-lon-ee) who are the original inhabitants of the San Francisco Peninsula. As the Indigenous stewards of this land, and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.

2. FOR ACTION: APPROVAL OF MINUTES FOR MEETING OF AUGUST 13, 2024

**Minutes of the meeting of August 13, 2024*

3. GENERAL PUBLIC COMMENT:

At this time, members of the public may address the Laguna Honda Hospital Joint Conference Committee (LHH JCC) on items of interest to the public that are within the subject matter jurisdiction of the LHH JCC that are not on this meeting agenda. Each member of the public may address the LHH JCC for up to three minutes. The Brown Act forbids a Commission from taking action or discussing any item not appearing on the posted agenda, including those items raised at public comment. Please see page 7 of this agenda for information regarding instructions for making remote public comment.

4. FOR DISCUSSION: EXECUTIVE TEAM REPORT

(Diltar Sidhu, Interim Chief Executive Officer and Nursing Home Administrator)

The LHH JCC will receive a summary of activities and operations of Laguna Honda Hospital including state of the hospital initiatives, performance improvement, events, and recognition.

5. FOR DISCUSSION: HIRING AND VACANCY REPORT

(Priya Nayar, LHH HR Operations Director, DPH Human Resources)

The LHH JCC will review and discuss a summary of hiring activities related to LHH.

6. FOR DISCUSSION: REGULATORY AFFAIRS REPORT

(Geraldine Mariano, Director of Regulatory Affairs)

The LHH JCC will review and discuss the August 2024 Regulatory Affairs status report.

7. FOR ACTION:**LAGUNA HONDA HOSPITAL POLICIES**

(Carmen Trinh, Director of Performance Improvement)

The LHH JCC will review and consider for recommendation to the Health Commission the LHH policies listed below, including new policies, changes to policies, and removal of policies. These policies will be recommended for approval by the Health Commission on the Consent Calendar. Copies of the proposed policy changes, along with a summary of the changes, will be available on the website for the JCC meeting with this agenda. Existing policies are shown in redline format, highlighting changes, and the recommendation for approval constitutes a recommendation to adopt a clean version that only has the final text and does not include any redlining. Recommendation for Health Commission approval is requested.

September 2024

<u>Item</u>	<u>Scope</u>	<u>Policy No.</u>	<u>Policy Title</u>
1	Facility-wide	20-12	Discharge Cleaning
2	Facility-wide	22-16	Effective Communications – Resident Who is Deaf
3	Facility-wide	24-11	Notification of Family / Surrogate Decision-Makers (SDMs) and/or Conservators of Change in Condition and/or Death
4	Facility-wide	29-05	Interpreter Services and Language Assistance
5	FNS	1.1	Food from Home or Outside Sources Served Directly to Residents
6	HIS	13.06	Patient Access to Health Records
7	Medicine	A00	E-Referral Consultation Procedure for Outpatient Clinic
8	Medicine	A01	Unsigned Electronic Health Record Notes
9	Medicine	CO1-01	Patient Expiration
10	Medicine	D10-02	Central Line Insertion
11	OPC	A1	Outpatient Clinic Services
12	Rehab	10-04	Patient vs Resident Terminology
13	Rehab	10-05	Written Policies and Procedures for Rehabilitation Services
14	Rehab	20-01	Responsibility and Accountability of Rehabilitation Services
15	Rehab	20-02	Rehabilitation Center Staff
16	Rehab	20-05	Staff Orientation, In-service training, and continuing education
17	Rehab	30-05	Behavioral Health Services
18	Rehab	30-06	Social Work Services
19	Rehab	30-07	Activity Therapy Services
20	Rehab	30-08	Vocational Rehabilitation Services
21	Rehab	40-01	Rehabilitation Services for Rehabilitation Unit (Acute Rehab & SNF Rehab)
22	Rehab	40-02	Rehabilitation Services for Long Term Care SNF Unit Patients
23	Rehab	40-03	Rehabilitation Center – Goals and Objectives
24	Rehab	40-04	Rehabilitation Services and Medical Record
25	Rehab	40-05	Rehabilitation Case Conference
26	Rehab	40-06	Evaluation of Services
27	Rehab	40-07	Utilization Management
28	Rehab	40-08	Rehabilitation Assessment and Interdisciplinary Care Planning
29	Rehab	40-09	Treatment Authorization Request
30	Rehab	50-01	Admission and Eligibility Criteria for Acute Rehabilitation Services
31	Rehab	50-02	Admission and Eligibility Criteria for SNF-level Rehabilitation Services
32	Rehab	50-03	Sources and Forms Used for Referral of Patients
33	Rehab	60-01	Outpatient Rehabilitation Services

34	Rehab	60-02	Procedure for Outpatient Referral, and Treatment
35	Rehab	70-01	OT Services
36	Rehab	70-02	OT Staff
37	Rehab	70-04	Scope of Occupational Therapy Services
38	Rehab	70-05	Establishment of Treatment Programs and Documentation
39	Rehab	70-09	Occupational Therapy Service Equipment and Supplies
40	Rehab	80-01	Physical Therapy Service Definition
41	Rehab	80-02	Physical Therapy Staff
42	Rehab	80-03	Clinical Training for Physical Therapy Students or Interns
43	Rehab	80-04	Scope of Services
44	Rehab	80-07	Physical Therapy Service Equipment and Supplies
45	Rehab	80-08	Orthotics Clinic
46	Rehab	90-01	Speech Language Pathology Service Definition
47	Rehab	90-02	Speech Language Pathology Staff
48	Rehab	90-03	Speech Pathology Scope of Services
49	Rehab	90-04	Establishment of Treatment Programs and Documentation SLP
50	Rehab	90-05	Establishment of Treatment Programs and Documentation Dysphagia
51	Rehab	90-07	Establishment of Treatment Programs and Documentation – Audiology
52	Rehab	90-08	Hearing Aid Evaluation and Dispensing
53	Rehab	90-09	Speech Pathology Service Equipment and Supplies
54	Rehab	90-10	Audiology Service Definition
55	Rehab	90-11	Audiology Staff
56	Rehab	90-12	Audiology Scope of Services
57	Rehab	90-16	Audiology Service Equipment and Supplies
58	Rehab	100-01	Electrodiagnostic Studies
59	Rehab	100-02	Discharge planning and Durable Equipment
60	Rehab	100-03	Discharge planning and Emergency Preparedness
61	Rehab	100-04	Rehab_Community Eval
62	Rehab	100-05	Rehab_HomeEval
63	Rehab	110-02	Rehabilitation Center Equipment and Supplies
64	Rehab	110-03	Rehabilitation Center Equipment
65	Rehab	App. B	Appendix B: JD-Neuropsychologist, Rehabilitation Services
66	Rehab	App. B	Appendix B: JD-Staff Psychiatrist, Rehabilitation Services
67	Rehab	70-06	Custom Wheelchairs
68	Rehab	70-07	Wheelchair Clinic
69	Rehab	70-08	Connectivity Clinic
70	Rehab	80-06	Equipment Maintenance
71	Rehab	90-06	Hearing Screening revised
72	Rehab	90-14	Establishment of Treatment Programs and Documentation

8. 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. (Action Item)

- 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.

FOR ACTION: **CONSIDERATION OF MEDICAL QUALITY IMPROVEMENT**
(Daniela Kim, MD)

FOR ACTION: **CONSIDERATION OF MEDICAL STAFF CREDENTIALING MATTERS**
(Lisa Hoo, MD)

FOR ACTION: **CONSIDERATION OF PERFORMANCE IMPROVEMENT AND PATIENT SAFETY REPORTS AND PEER REVIEWS**
(Nawzaneen Zahir, Chief Quality Officer, LHH)

FOR DISCUSSION: **QUALITY IMPROVEMENT MEDICARE RECERTIFICATION UPDATE AND QUALITY IMPROVEMENT CLOSURE PLAN UPDATE**
(Nawzaneen Zahir, Chief Quality Officer, LHH)

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).

9. FOR ACTION: POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

Discussion and vote in open session 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)); and possible disclosure.

10. ADJOURNMENT

- * **Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #311. If any materials related to an item on this agenda have been distributed to the Laguna Honda Hospital Joint Conference Committee after distribution of the agenda packet, those materials are available for public inspection at the Health Commission Office at the address above during normal business hours.**

If you require special listening devices, American Sign Language interpreters and readers, large print

LHH Joint Conference Committee

September 10, 2024

Page 5 of 8

copy of agenda or other special services, please advise Laguna Honda Administration at (415) 759-2363, at least 72 hours prior to the meeting. Late requests will be honored, if possible.

Accessible Meeting Policy

This meeting will be held in Room #300, at 101 Grove Street, in San Francisco, CA. The meeting room is wheelchair accessible through Grove Street entrance located between Polk Street and Van Ness Avenue. The closest accessible station for Muni and BART is the Civic Center station. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the J, K, L, M, and N (Civic Center or Van Ness Stations). MUNI bus routes serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information regarding MUNI accessible services, call (415) 701-4485 or call 311. Parking: Accessible parking is available at the Civic Center Underground Parking Garage (McAllister and Polk), and at the Performing Arts Parking Garage (Grove and Franklin). Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street and at the southwest corner of Grove and Polk Streets.

This meeting may be viewed on Webex.

To make a request to be given accommodation due to disability in regard to making public comment, please email your request to HealthCommission.DPH@sfdph.org or leave a voicemail message at (415)554-2666 no later than two (2) hours before the start of the meeting.

To access the meeting remotely as an accommodation, please see instructions for how to use Webex for the purposes of remote public comment on page 5 of this agenda. Please note that this information is also used by other members of the public providing remote public comment.

Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of 4 business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact HealthCommission.DPH@sfdph.org or (415)554-2666.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Cell Phone and/or Sound Producing Electronic Device Usage at Hearings

The ringing of and use of cellular phones, pagers and similar sound producing electronic devices are prohibited during public meetings. Please be advised that the Chair/President may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phones, pagers, or other similar sound producing electronic devices (Sunshine Ordinance 67A.1).

Know Your Rights under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator by mail to, 1 Dr. Carlton b. Goodlett Place, Room 244, San Francisco, CA 94102, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at sotf@sfgov.org. Citizens may obtain a free copy of the Sunshine Ordinance by contacting the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfbos.org/sunshine>.

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Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (Administrative Code Section 16.520-534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112 or visit its website at <http://www.sfgov.org/ethics>.

Remote Meeting Access Information

View the meeting at the links below:

<https://sfpublish.webex.com/sfpublish/j.php?MTID=m86eb22220ac700747f468719a0c2f136>

NOTE: Depending on your broadband/WIFI connection, there may be a delay when viewing the meeting live.

PUBLIC COMMENT CALL-IN: 415-655-0001/ Access Code: 2663 391 7088#

After entering the access code, press # twice to listen to the meeting
(There is no delay when listening to the meeting using this number.)

Information Regarding Providing Public Comment

- Each individual may comment 1 time per agenda item.
- Each individual may speak for up to 3 minutes; after which time the line is automatically silenced.
- To make public comment on a specific agenda item, dial in using the information above, when the item is called.
- Dial “*3” to be added to the public comment queue for this item.
- When it is your time to speak, you will hear “Your line has been unmuted.”
- Ensure you are in a quiet location.
- Before you speak, mute the sound of any equipment around you including televisions, radios, and computers. It is especially important that you **mute your computer** so there is no echo sound when you speak.
- When the Commission Secretary states, “Next Caller,” you are encouraged to state your name

LHH Joint Conference Committee

September 10, 2024

Page 7 of 8

clearly. As soon as you speak, your 3-minute allotment will begin.

- After you speak, you will go back to listening mode. You may stay on the line to provide public comment on another item.