

APPROVED MINUTES

MEETING OF:

PATIENT SAFETY AUTHORITY

CENTRAL PENN COLLEGE
600 VALLEY ROAD
SUMMERDALE, PA 17093

TIME: 10:00 A.M.

DATE: MARCH 12, 2018

Patient Safety Authority**March 12, 2018**

1
2 Rachel Levine, M.D., Chair (absent)
3 Stanton Smullens, M.D., Vice Chair
4 Radheshyam Agrawal, M.D. (absent)
5 Jan Boswinkel, M.D. (phone)
6 John B. Bulger, DO, MBA (phone)
7 Daniel J. Glunk, M.D.
8 Arleen Kessler (absent)
9 Mary Ellen Mannix (phone)
10 Veronica Richards, Esquire (absent)
11 Linda Waddell, RN (phone)
12 Eric Weitz, Esquire
13
14 Also Present:
15
16 Regina Hoffman, Executive Director
17 Rodney Akers, Legal Counsel
18 Howard Newstadt, Senior Director of Finance and
19 Business Operations, CIO
20 Michelle Bell, Director of Outreach & Education
21 Rebecca Jones, Director of Innovation and Strategic
22 Partnerships
23 Shelly Mixell, Executive Assistant
24 Ellen S. Deutsch, M.D., Medical Director
25 Caitlyn Sidrane, Project Manager
26 Alex Ulsh, Systems Administrator & Deputy CISO
27 Michael J. Gaunt, PharmD, Medication Safety Analyst
28 Badal Sanghvi, DXC Project Manager
29 Jesse M. Munn, Operations Manager, Managing Editor
30 Jeffrey Bomboy, Senior Patient Safety Liaison (phone)
31 Kelly Gipson, Project Manager (phone)
32 Richard Kundravi, Patient Safety Liaison (phone)
33 William M. Marella, Program Director (phone)
34 Melanie Motts, Patient Safety Liaison (phone)
35 Susan Wallace, Patient Safety Liaison (phone)
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PATIENT SAFETY AUTHORITY

Public Meeting

March 12, 2018 Time: 10:00 AM

Location: The Conference Center at Central Penn College

600 Valley Road

Summerdale, PA 17093

Agenda

- I. Call to Order
- II. Report of the Board Chair (10:00-10:02)
- III. Approval of the January 25, 2018 Meeting Minutes (10:02-10:05)
- IV. Report of the Executive Director (10:05-10:15)
- V. Authority Programs
 - **“Approval of Employee Handbook”**
 - Regina M. Hoffman, MBA, BSN, RN, CPPS, Executive Director
(10:15-10:20)
 - **“Low Volume Reporters”**
 - Michelle Bell, RN, BSN, FISMP, CPPS, Director of Outreach and Education
(10:20-10:50)
 - **“Strategic Plan Update – Reporting System Evaluation”**
 - Howard Newstadt, Senior Director of Finance & Business Operations/CIO/CISO
(10:50-11:10)
 - **“Workarounds: Trash or Treasure?”**
 - Ellen S Deutsch, MD, MS, FACS, FAAP, CPPS, Medical Director
(11:10-11:30)
- VI. Old Business
- VII. New Business
- VIII. Public Comment (11:30)

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2 IX. Adjournment
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2 PATIENT SAFETY AUTHORITY

3 The regularly scheduled meeting of the Patient
4 Safety Authority was held on Monday, March 12, 2018.
5 Stanton Smullens, M.D., Vice Chair, called the meeting
6 to order at 10:00 a.m.

7 ***

8 A motion to approve the minutes of January 25, 2018,
9 carried unanimously.

10 ***

11 Report of the Executive Director

12 [Regina Hoffman, Executive Director, advised that the
13 DXC team is working on the Pennsylvania Patient Safety
14 Reporting System (PA-PSRS) modernization project, with
15 a planned implementation date of quarter 1, 2019. She
16 indicated that there has been one anonymous report
17 since the last meeting. Ms. Hoffman advised the next
18 Patient Safety Advisory will be published in March.
19 She advised that there will be an upcoming commentary
20 in a publication by Ms. Hoffman and Dr. Mirarchi from
21 UPMC on patient tattooing and do not resuscitate. Ms.
22 Hoffman encouraged everyone to register for P2S2 which
23 will be upcoming in the next two weeks. She advised
24 that the infection control risk assessments have just

1 been completed at eight long-term care facilities
2 across the state. Ms. Hoffman advised that requests
3 have been put out to fill vacancies in the HAI Panel.
4 Once those vacancies are filled, the meeting will be
5 scheduled. She advised that work on the HIIN project
6 continues through September 2018, with an optional
7 year thereafter. Ms. Hoffman also went over some of
8 the upcoming manuscripts that will be published. She
9 also discussed the Authority's partnership with the
10 CDC in reporting infection rates. The I AM Patient
11 Safety winners will be recognized at P2S2 on April 5.
12 Regarding a financial perspective, Ms. Hoffman advised
13 that revenue and expenses are as expected.]

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15 Authority Programs

16 [Regina Hoffman, Executive Director, briefly went
17 through some of the changes in the employee handbook.
18 A motion to approve the new employee handbook carried
19 unanimously.]

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21 [Michelle Bell, Director of Outreach and Education,
22 gave an in-depth presentation on low-volume reporters,
23 and how the data is collected and compiled.]

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2 [Howard Newstadt, Senior Director of Finance and
3 Business Operations, Chief Information Officer, gave a
4 detailed presentation on the strategic plan update,
5 reporting system evaluation. He explained the
6 different sources of data that were looked at in
7 Pennsylvania, to compare that to the Authority's
8 system, and develop measurements for deficiencies.]

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Shelly Mixell
Minute Clerk

1		PATIENT SAFETY AUTHORITY	
2		BOARD OF DIRECTORS	
3		REFERENCE INDEX	
4		MARCH 12, 2018	
5			
6		COUNTER	
7	TIME	NUMBER	AGENDA
8			
9	10:00	3:39	Call to Order
10			
11		6:05	Report of the Executive
12			Director, Regina Hoffman
13			
14		30:17	Approval of Minutes of
15			January 25, 2018
16			
17		33:22	Approval of New Employee
18			Handbook
19			
20		36:00	Presentation on Low-
21			Volume Reporters, by
22			Michelle Bell, Director
23			of Outreach and
24			Education
25			
26		1:22:00	Presentation on
27			Strategic Plan Update,
28			Reporting System
29			Evaluation, by Howard
30			Newstadt, Senior
31			Director of Finance and
32			Business Operations
33			
34		1:58:39	Adjournment
35			
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