

**APPROVED SUMMARY MINUTES**

**MEETING OF:**

**PATIENT SAFETY AUTHORITY**

CENTRAL PENN COLLEGE  
600 VALLEY ROAD  
SUMMERDALE, PA 17093

TIME: 10:01 A.M.

DATE: APRIL 26, 2018

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**Patient Safety Authority****April 26, 2018**

1  
2 Rachel Levine, M.D., Chair (absent)  
3 Stanton Smullens, M.D., Vice Chair  
4 Radheshyam Agrawal, M.D. (phone)  
5 Jan Boswinkel, M.D. (absent)  
6 John B. Bulger, DO, MBA (phone)  
7 Daniel J. Glunk, M.D.  
8 Arleen Kessler (phone)  
9 Mary Ellen Mannix (phone)  
10 Veronica Richards, Esquire  
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 Matthew Grissinger, RPh, FISMP, FASCP, Manager of  
28 Medication Safety Analysis  
29 Badal Sanghvi, DXC Project Manager  
30 Jesse M. Munn, Operations Manager, Managing Editor  
31 Theresa V. Arnold, Manager, Clinical Analysis (phone)  
32 Catherine Reynolds, Patient Safety Liaison (phone)  
33 Stephen Mrozowski, Milton S. Hershey Medical Center  
34 Danielle Jurgill, Public  
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**PATIENT SAFETY AUTHORITY**

Public Meeting

April 26, 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 March 12, 2018 Meeting Minutes (10:02-10:05)
- IV. Report of the Executive Director (10:05-10:15)
- V. New Business
  - **“Board of Directors Executive Session”**  
(10:15-11:00)
- VI. Authority Programs
  - **“2017 Annual Report Approval”**
    - o Caitlyn Sidrane, MPH, Project Manager  
(11:00-11:20)
  - **“Workarounds: Trash or Treasure?”**
    - o Ellen S Deutsch, MD, MS, FACS, FAAP, CPPS, Medical Director  
(11:20-11:40)
  - **“Preventing Patient Harm: Recommendations for Patient Weights”**
    - o Matthew Grissinger, RPh, FISMP, FASCP, Manager of Medication Safety Analysis  
(11:40-12:00)
- VII. Old Business
- VIII. Public Comment (12:00)
- IX. Adjournment

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2 PATIENT SAFETY AUTHORITY

3 The regularly scheduled meeting of the Patient  
4 Safety Authority was held on Thursday, April 26, 2018.  
5 Daniel J. Glunk, M.D., called the meeting to order at  
6 10:01 a.m.

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8 A motion to approve the minutes of March 12, 2018,  
9 carried unanimously.

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11 Report of the Executive Director

12 [Regina Hoffman, Executive Director, advised that a  
13 subject matter expert will be contacted to assist in  
14 analyzing an anonymous report that was received. She  
15 briefly reviewed some of the topics that will be  
16 covered in the upcoming Advisories. Ms. Hoffman  
17 advised that the Pennsylvania Patient Safety Summit  
18 (P2S2) symposium was a great success this year. She  
19 also discussed some of the educational events that are  
20 currently being held. Ms. Hoffman indicated that the  
21 Authority is currently recruiting new members for the  
22 HAI Advisory Panel. She also advised that as of April  
23 6, the invested cash balance in the trust fund is

1 approximately \$5.4 million, with \$1.6 million in  
2 assessments, which is adequate to provide for cash  
3 activities through yearend. Ms. Hoffman reported that  
4 the surcharge letters were sent out in March, and some  
5 of the assessments are beginning to come through, with  
6 approximately \$2.5 million in assessment receipts as  
7 of April 12. She went on to detail the two press  
8 releases that have been published since the last Board  
9 meeting.]

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11 Authority Programs

12 [Caitlyn Sidrane, MPH, Project Manager, gave a  
13 detailed presentation on the 2017 Patient Safety  
14 Authority Annual Report, and the changes that have  
15 been made. A motion to approve the Annual Report  
16 carried unanimously.]

17 \*\*\*

18 [Ellen S. Deutsch, M.D., Medical Director, gave an in-  
19 depth discussion on Workarounds: Trash or Treasure?  
20 She gave a few examples of where workarounds could  
21 benefit patients, and also where they can be  
22 hazardous.]

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1 [Matthew Grissinger, RPh, Manager of Medication Safety  
2 Analysis, presented Preventing Patient Harm:  
3 Recommendations for Patient Weights. He went over the  
4 potential confusion created when reporting weight in  
5 pounds versus kilograms, and the hazards that exist  
6 when administering weight-based doses of medication.  
7 It was decided that two recommendations would be made  
8 to the Department of Health: that all patients be  
9 weighed upon admission or as soon as feasible, and  
10 that all weights be measured in kilograms. A motion  
11 to approve the recommendations carried unanimously.]

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14 [The meeting adjourned at 12:16 p.m.]

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Byron Aldinger  
Minute Clerk  
York Stenographic Services

1	PATIENT SAFETY AUTHORITY		
2	BOARD OF DIRECTORS		
3	REFERENCE INDEX		
4	APRIL 26, 2018		
5			
6		COUNTER	
7	TIME	NUMBER	AGENDA
8			
9	10:00	00:00:07	Call to Order
10			
11		1:00	Report of the Executive
12			Director, Regina Hoffman
13			
14		12:02	Approval of March 12,
15			2018, Meeting Minutes
16			
17		12:48	2017 Annual Report
18			Approval, Caitlyn
19			Sidrane, Project Manager
20			
21		27:28	Executive Session
22			
23		28:00	Workarounds: Trash or
24			Treasure, Ellen S.
25			Deutsch, M.D., Medical
26			Director
27			
28		50:05	Preventing Patient Harm:
29			Recommendations for
30			Patient Weights, Matthew
31			Grissinger, Manager of
32			Medication Safety
33			Analysis
34			
35		1:15:44	Old Business
36			
37		1:15:46	Public Comment
38			
39		1:15:50	Adjournment