



**CCMC AUTHORITY BOARD OF DIRECTORS AGENDA**  
**October 29, 2024 SPECIAL MEETING**  
**12:00PM HYBRID IN-PERSON**

CCMC, WE BELIEVE THAT HEALTHY PEOPLE CREATE A HEALTHY COMMUNITY.

**Board of Directors**  
 Kelsey Hayden exp. 3/26  
 Liz Senear exp. 3/27  
 Ann Linville exp. 3/25  
 Diane Ujioka exp. 3/27  
 Shelly Kocan exp. 3/25

**CEO**  
 Hannah Sanders, M.D.

**OPENING:** Call to Order  
 Roll Call - Kelsey Hayden, Liz Senear, Ann Linville, Diane Ujioka and Shelly Kocan.  
 Establishment of a Quorum

**A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**  
**(Speaker must give name and agenda item)**

1. Audience Comments
2. Guest Speaker

- B. BOARD DEVELOPMENT** ~ none
- C. CONFLICT OF INTEREST**
- D. APPROVAL OF AGENDA**
- E. APPROVAL OF MINUTES**

1. September 26, 2024 Meeting Minutes Pgs 1-3

**F. REPORTS OF OFFICERS OR ADVISORS**

1. Board Chair Report
2. CEO Report Pgs 4-6
3. Director of Finance Report Pgs 7-8
4. Medical Director Quarterly Report
5. Quality Quarterly Report Pgs 11-12
6. Nursing Department Quarterly Report Pgs 13-14
7. Ancillary Services Quarterly Report Pgs 15
8. Sound Alternatives Quarterly Report Pgs 16

**G. DISCUSSION ITEMS**

**H. ACTION ITEMS**  
 1. Delineation of privileges for Dr Robert Brenteson Pgs17-18

**I. AUDIENCE PARTICIPATION (limited to 3 minutes per speaker)** Members of the public are given the opportunity to comment on matters which are within the subject matter authority of the Board and are appropriate for discussion in an open session.

**J. BOARD MEMBERS COMMENTS**

**K. EXECUTIVE SESSION**

**L. ADJOURNMENT**

**This Board of Directors meeting will be held via ZOOM:**  
<https://us02web.zoom.us/j/4675701050?pwd=TXEvSFVHOHhIL1JvOGNua1RUUjdQUT09>  
 Meeting ID: 467 570 1050; Passcode: 379187

To call in: 1-253-215-8782  
 Meeting ID: 467 570 1050; Passcode: 379187

**For a full packet, go to [www.cityofcordova.net/government/boards-commissions/health-services-board](http://www.cityofcordova.net/government/boards-commissions/health-services-board)**

**Minutes**  
**CCMC Hospital Services Board**  
**Board of Directors Meeting**  
**September 26, 2024 at 12:00pm**

**CALL TO ORDER AND ROLL CALL –**

**Kelsey Hayden** called the Board Meeting to order at 12:03pm.

Board members present: **Kelsey Hayden, Ann Linville, Diane Ujioka, Liz Senear, and Shelly Kocan.**

**Quorum was established. 5 members present.**

CCMC staff present: Dr. Hannah Sanders, CEO; Tamara Russin, Director of Ancillary Services; Denna Stavig, Director of Finance; Noelle Camarena, Director of Operations; and Faith Wheeler-Jeppson.

**A. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. **Audience Comments** ~ None
2. **Guest Speaker** ~ None

**B. BOARD DEVELOPMENT** ~ None

**C. CONFLICT OF INTEREST** ~ None

**D. APPROVAL OF AGENDA**

**M/ Ujioka S/ Senear** "I move to approve the agenda."

**Hayden – yes, Senear – yes, Linville – yes, Kocan - Yes and Ujioka – yes. 5 yeas, 0 nay, 0 absent; Motion passed.**

**E. APPROVAL OF MINUTES**

**1. August 2029, 2024 Meeting Minutes**

**M/Ujioka S/Linville** "I move to approve the agenda."

**Ujioka – yes, Senear – yes, Linville – yes, Kocan - yes and Hayden – yes. 5 yeas, 0 nay, 0 absent; Motion passed.**

**F. REPORTS OF OFFICERS and ADVISORS**

**1. Board Chair report** – Kelsey Hayden nothing to report.

**2. CEO Report** – Dr. Sanders stated that her written report is in the packet. We currently have 2 long term care beds available. CCMC is making plans to provide the community education on advanced directives, financial planning, LTC and Millers trust. Will plan to partner with community members to hold a mug up or similar event. The board discussed ideas for having an education session and utilizing radio and YouTube to get the information out to the community.

Dr. Sanders reminded the group of joint work session with Ilanka's health board scheduled for November 4<sup>th</sup>.

**3. Director of Finance Report** – Denna Stavig reported that the Financials are in the packet. She mentioned that cash is currently low while we wait on cost report settlements

and finalization of payments. The group then had an open discussion regarding migrant workers at the canneries financial losses from these workers. Numbers presented as follows: The total for migrant workers that did not apply for sliding scale and have not made any payments on accounts totals \$45,614.40. Total sliding fee scale write offs \$70,637.17 as of 9/17/2024. The grand total for expected cannery worker losses is \$116,251.57.

**G. DISCUSSION ITEMS ~ None**

**H. ACTION ITEMS**

**1. CCMC employee Handbook**

**M/Senear S/Ujioka** "I motion to approve the CCMC Employee Handbook as presented."

Liz Senear and Annie Linville identified 2 grammar changes that need to be made.

**Voice Vote on Motion**

**Linville – yes, Senear – absent, Ujioka – yes, Kocan – yes, and Hayden – yes. 4 yeas, 0 nay, 1 absent; Motion passed.**

**2. Delineation of Privileges for Heather Kauffman, DPM**

**M/Senear S/Ujioka** "I move that the CCMC Hospital Services Board approve Privileges for Heather Kauffman, DPM as presented."

**Voice Vote on Motion**

**Ujioka – yes, Senear – yes, Hayden – yes, Kocan - yes and Linville – yes. 5 yeas, 0 nay, 0 absent; Motion passed.**

**3. Delineation of Privileges for Jason Gray, MD**

**M/Kocan S/Ujioka** "I move that the CCMC Hospital Services Board approve Privileges for Jason Gray, MD as presented."

**Voice Vote on Motion**

**Ujioka – yes, Senear – yes, Hayden – yes, Kocan - yes and Linville – yes. 5 yeas, 0 nay, 0 absent; Motion passed.**

**4. Delineation of Privileges for Julie MacNeil, MD**

**M/Kocan S/ Linville** "I move that the CCMC Hospital Services Board approve Privileges for Julie MacNeil, MD as presented."

**Voice Vote on Motion**

**Ujioka – yes, Senear – yes, Hayden – yes, Kocan - yes and Linville – yes. 5 yeas, 0 nay, 0 absent; Motion passed**

**5. Delineation of Privileges for Olivia Moreno, FNP**

**M/ Ujioka S/Kocan** "I move that the CCMC Hospital Services Board approve Privileges for Suman Kaza, MD as presented."

**Voice Vote on Motion**

**Ujioka – yes, Senear – yes, Hayden – yes, Kocan - yes and Linville – yes. 5 yeas, 0 nay, 0 absent; Motion passed**

**I. AUDIENCE PARTICIPATION ~ None**

**J. BOARD MEMBERS COMMENTS**

**Senear** ~ I will be there next month, in Cordova.

**Linville** ~ Congrats to Olivia. Excited for her in her roll and for the hospital to promote and hire locally. Good job!

**Hayden** ~ Thank you all. Super proud of Olivia.

**Ujioka** ~ Excited that Olivia has finished this round of education and is remaining on staff. Glad staff are reviewing the handbook and making changes annually.

**Kocan** ~ Echo all the comments.

**K. EXECUTIVE SESSION** ~ None

**L. ADJOURNMENT**

**M/Ujioka S/Senear** "I move to adjourn"

**Kelsey Hayden** declared the meeting adjourned 12:51pm.

**Prepared by: Hannah Sanders**

## **Cordova Community Medical Center CEO Report: October 2024**

### **October is Health Literacy Month**

CCMC is using opportunity to address disparities in healthcare access and understanding. Individuals who are well-informed about their health options to make better decisions and lead healthier lives.

CCMC is working support health literacy by:

- Using plain language when communicating with patients.
- Providing multilingual resources to accommodate diverse populations.
- Taking time to review information with patients directly to ensure clarity.

The *Centers for Medicare & Medicaid Services (CMS)* is working to increase health literacy and better understanding of insurance for individuals through a new *Coverage to Care (C2C)* initiative. These C2C resources can help individuals understand their health coverage and access necessary services. Some of the CMS information can be found in the attached file and at

<https://www.cms.gov/priorities/health-equity/c2c/navigate-your-coverage>

### **Long Term Care (LTC) and Swing Bed Updates**

CCMC currently has two available LTC beds, with ongoing efforts to fill these beds. We are experiencing a gradual increase in swing bed admissions. While at the start of 2024 we planned in to increase the number of nurses in our facility with the addition of the inpatient/swing nursing shift, we held off on staffing these positions while hospital volume was low and revenue was not meeting budget expectations. With the growing census, we have started to add a swing nursing shift to the hospital's nursing schedule, ensuring adequate staffing and patient care as volumes rise.

### **Outpatient Services**

Both the clinic and Sound Alternatives have seen a natural slowdown in patient volumes, which is typical with the seasonal change. Ancillary services have remained stable.

### **Administrative and Financial Updates**

Efforts to improve our revenue cycle management remain a priority. We continue to refine processes, ensuring proper billing, coding, and clinical documentation, with a focus on denials management. Additionally, we continue to encourage patients to utilize our online bill pay system and are assisting them with insurance billing, payment plans, and charity care applications as needed.

## **Facility Updates**

Last month we completed the repair of our wall oxygen system. The project went smooth. Currently all installed wall units are operational and most important, not leaking.

At the start of the year, we had a goal of completing the generator replacement project. When the CT scanner required replacement, we had to reprioritize and have not yet got the generator replacement underway. This project was previously delayed due to discussions around a larger hospital remodel/acquisition. This is again our top priority as essential project will bring our facility up to compliance with life safety and electric code requirements.

## **Conclusion**

CCMC remains committed to our mission of providing personalized service to support the health and well-being of our community. As we transition into the final months of 2024, CCMC continues to grow and adapt. With a focus on health literacy, staffing stabilization, financial sustainability, and facility improvements, we are well-positioned to serve the health needs of our community effectively. Thank you for your continued support and commitment to our mission.



## OVERVIEW

[Coverage to Care \(C2C\)](#) is an initiative, developed by the Centers for Medicare & Medicaid Services, to help you understand your health coverage and connect you to the primary care and the preventive services that are right for you, so you can live a long and healthy life. Whether you're an individual managing coverage for you and your family, or a provider or organization helping those in your community, we have resources that can help. Available in as many as [9 languages](#), with certain resources also available to print for no charge through the [CMS Product Ordering System](#).



**Navigate Your Coverage** – Make sense of your benefits, make the most of your coverage, and keep track of the information you need.

- [Roadmap to Better Care](#) provides 8 steps to help you get the most out of your health coverage.
- [Roadmap to Behavioral Health](#) helps you understand mental health, substance use, and the available health care services.



**Access Care** – Know where to turn for answers, which kind of provider you need, and more to help you access services to care for your health.

- [Telehealth: What to Know for Your Family](#) outlines the types of care you can receive through telehealth and how to prepare for an appointment.
- [Tips for Understanding your Drug Coverage & Prescriptions](#) provides drug lists, reading prescription labels, and more.



**Preventive Services** – Flyers for [women](#), [teens](#), and [infants](#) discuss services available to you and your loved ones.



**Manage Your Chronic Condition** –

Understand your coverage and the resources that can help you manage a chronic condition like diabetes, cancer, and arthritis.

- [Chronic Care Management Fact Sheet](#) outlines the benefits of chronic care management (CCM) and the participation requirements.
- [Introduction to Chronic Care Management Animated Video](#) helps you learn more about CCM services.



**Resource for Partners and Providers**

- [Partner Toolkit](#) helps community organizations get involved with C2C.
- [Enrollment Toolkit](#) supports health coverage enrollment.
- [C2C Community Presentation](#) serves as a presentation resource.



[go.CMS.gov/c2c](https://go.CMS.gov/c2c)



[CoverageToCare@cms.hhs.gov](mailto:CoverageToCare@cms.hhs.gov)



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CORDOVA COMMUNITY MEDICAL CENTER  
 OPERATING/INCOME STATEMENT  
 FOR THE 9 MONTHS ENDING 09/30/24

10/21/24 10:34 AM

	S I N G L E M O N T H				Y E A R T O D A T E			
	ACTUAL	BUDGET	\$ VARIANCE	% VAR	ACTUAL	BUDGET	\$ VARIANCE	% VAR
<b>REVENUE</b>								
ACUTE	244,242	95,384	148,858	156	1,284,409	1,175,440	108,969	9
SWING BED	359,680	363,684	(4,003)	(1)	2,652,397	2,309,060	343,336	14
LONG TERM CARE	401,225	451,110	(49,884)	(11)	4,008,864	4,278,711	(269,847)	(6)
CLINIC	108,469	114,933	(6,463)	(5)	941,442	1,003,279	(61,837)	(6)
ANCILLARY DEPTS	338,827	281,748	57,079	20	2,456,246	2,695,955	(239,709)	(8)
EMERGENCY DEPART	425,841	396,484	29,356	7	3,128,086	3,800,514	(672,428)	(17)
BEHAVIORAL HEALT	17,821	25,916	(8,095)	(31)	189,233	224,769	(35,535)	(15)
RETAIL PHARMACY	183,264	142,604	40,659	28	1,541,916	1,185,000	356,916	30
<b>PATIENT SERVIC</b>	<b>2,079,373</b>	<b>1,871,866</b>	<b>207,507</b>	<b>11</b>	<b>16,202,597</b>	<b>16,672,732</b>	<b>(470,135)</b>	<b>(2)</b>
<b>DEDUCTIONS</b>								
CHARITY	58,407	16,243	(42,164)	(259)	100,689	190,248	89,559	47
CONTRACTUAL ADJU	489,320	281,435	(207,884)	(73)	4,377,018	4,026,301	(350,717)	(8)
ADMINISTRATIVE A	5,847	1,779	(4,067)	(228)	143,514	74,809	(68,705)	(91)
BAD DEBT	(44,934)	177,752	222,687	125	186,501	482,752	296,251	61
<b>DEDUCTIONS TOT</b>	<b>508,640</b>	<b>477,211</b>	<b>(31,428)</b>	<b>(6)</b>	<b>4,807,724</b>	<b>4,774,110</b>	<b>(33,613)</b>	<b>(0)</b>
<b>COST RECOVERIES</b>								
GRANTS	45,344	0	45,344	0	523,860	399,997	123,862	30
IN-KIND CONTRIBU	16,662	16,662	0	0	149,963	149,963	0	0
OTHER REVENUE	9,270	7,460	1,809	24	103,484	114,338	(10,854)	(9)
<b>COST RECOVERIE</b>	<b>71,277</b>	<b>24,123</b>	<b>47,154</b>	<b>195</b>	<b>777,309</b>	<b>664,300</b>	<b>113,008</b>	<b>17</b>
<b>TOTAL REVENUES</b>	<b>1,642,011</b>	<b>1,418,778</b>	<b>223,232</b>	<b>15</b>	<b>12,172,181</b>	<b>12,562,922</b>	<b>(390,740)</b>	<b>(3)</b>
<b>EXPENSES</b>								
WAGES	469,151	550,240	81,088	14	4,336,137	4,937,551	601,413	12
TAXES & BENEFITS	264,785	250,612	(14,173)	(5)	2,603,293	2,675,536	72,242	2
PROFESSIONAL SER	219,540	220,695	1,155	0	2,109,247	1,791,546	(317,700)	(17)
SUPPLIES	204,890	156,845	(48,044)	(30)	1,707,465	1,609,228	(98,237)	(6)
MINOR EQUIPMENT	985	6,407	5,422	84	18,390	36,019	17,628	48
REPAIRS & MAINT	12,046	18,072	6,025	33	127,454	135,003	7,548	5
RENTS & LEASES	14,884	15,868	983	6	108,705	113,427	4,722	4
UTILITIES	42,536	46,933	4,396	9	424,645	467,462	42,817	9
TRAVEL & TRAININ	6,294	8,431	2,136	25	68,453	58,984	(9,469)	(16)
INSURANCES	21,898	20,882	(1,016)	(4)	184,543	189,915	5,372	2
RECRUIT & RELOCA	655	(1,065)	(1,721)	(161)	3,349	7,245	3,896	53
DEPRECIATION	49,744	41,542	(8,201)	(19)	426,555	374,780	(51,775)	(13)
OTHER EXPENSES	12,005	21,021	9,015	42	143,983	148,129	4,146	2
<b>TOTAL EXPENSES</b>	<b>1,319,420</b>	<b>1,356,488</b>	<b>37,067</b>	<b>2</b>	<b>12,262,225</b>	<b>12,544,831</b>	<b>282,606</b>	<b>2</b>
<b>OPERATING INCO</b>	<b>322,590</b>	<b>62,289</b>	<b>260,300</b>	<b>417</b>	<b>(90,043)</b>	<b>18,090</b>	<b>(108,134)</b>	<b>(597)</b>
<b>NET INCOME</b>	<b>322,590</b>	<b>62,289</b>	<b>260,300</b>	<b>417</b>	<b>(90,043)</b>	<b>18,090</b>	<b>(108,134)</b>	<b>(597)</b>



10/21/24 10:34 AM

CORDOVA COMMUNITY MEDICAL CENTER  
 BALANCE SHEET  
 FOR THE MONTH ENDING: 09/30/24

	Current Year	Prior Year	Net Change
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
CASH	1,681,169	2,075,109	(393,940)
NET ACCOUNT RECEIVABLE	2,645,780	2,520,512	125,268
THIRD PARTY RECEIVABLE	(101,399)	5,776	(107,175)
CLEARING ACCOUNTS	96,692	210	96,482
PREPAID EXPENSES	161,155	151,559	9,596
INVENTORY	564,741	475,544	89,196
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TOTAL CURRENT ASSETS	5,048,140	5,228,712	(180,572)
<b>PROPERTY PLANT &amp; EQUIPMENT</b>			
LAND	122,010	122,010	
BUILDINGS	8,666,889	8,666,889	
EQUIPMENT	10,125,159	9,625,416	499,742
CONSTRUCTION IN PROGRESS	35,843		35,843
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SUBTOTAL PP&E	18,949,902	18,414,316	535,586
LESS ACCUMULATED DEPRECIATION	(15,096,343)	(14,559,115)	(537,228)
	-----	-----	-----
TOTAL PROPERTY & EQUIPMENT	3,853,558	3,855,200	(1,642)
<b>OTHER ASSETS</b>			
GOODWILL - PHARMACY	150,000	150,000	
GOODWILL - PHARMACY	(101,250)	(86,250)	(15,000)
PERS DEFERRED OUTFLOW	949,242	1,037,998	(88,756)
TOTAL OTHER ASSETS	997,992	1,101,748	(103,756)
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TOTAL ASSETS	9,899,691	10,185,662	(285,970)
	=====	=====	=====

CORDOVA COMMUNITY MEDICAL CENTER  
 BALANCE SHEET  
 FOR THE MONTH ENDING: 09/30/24

	Current Year	Prior Year	Net Change
LIABILITIES AND FUND BALANCE			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	400,580	233,183	167,397
PAYROLL & RELATED LIABILITIES	757,474	676,523	80,950
INTEREST & OTHER PAYABLES	7,675	7,175	500
LONG TERM DEBT - CITY	5,466,458	5,466,458	
OTHER CURRENT LONG TERM DEBT	383,187	8,449	374,737
	-----	-----	-----
TOTAL CURRENT LIABILITIES	7,015,377	6,391,791	623,586
LONG TERM LIABILITIES			
NET PENSION LIABILITY	8,625,106	8,148,107	476,999
TOTAL LONG TERM LIABILITIES	8,625,106	8,148,107	476,999
DEFERRED INFLOWS OF RESOURCES			
PENSION DEFERRED INFLOW	(3,759,735)	(2,907,065)	(852,670)
TOTAL DEFERRED INFLOWS	(3,759,735)	(2,907,065)	(852,670)
TOTAL LIABILITIES	11,880,748	11,632,833	247,915
NET POSITION (EQUITY)			
UNRESTRICTED FUND BALANCE	(1,909,527)	(1,937,496)	27,968
TEMPORARY RESTRICTED FUND BALANCE	18,513	18,513	
CURRENT YEAR NET INCOME	(90,043)	471,811	(561,855)
	-----	-----	-----
TOTAL NET POSITION	(1,981,056)	(1,447,170)	(533,886)
TOTAL LIABILITIES & NET POSITION	9,899,691	10,185,662	(285,970)
	=====	=====	=====

September Bad Debt written off: \$16,065.06

**Cordova Community Medical Center Statistics**

Days per Month	31	28	31	30	31	30	31	31	30	31	30	31	Cumulative Monthly Total	Monthly Average
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
<b>Hosp Acute+SWB Avg. Census</b>														
FY 2021	1.3	3.2	2.2	1.7	2.2	1.6	2.1	2.4	3.3	5.6	4.3	1.4		2.6
FY 2022	1.6	3.3	2.8	2.1	1.5	1.9	3.5	3.5	3.9	0.5	1.0	2.1		2.3
FY 2023	2.5	1.3	2.3	3.6	2.0	0.5	1.1	0.5	2.3	2.7	2.9	2.9		2.1
FY 2024	1.4	1.4	1.4	0.6	1.9	1.3	1.7	2.4	2.7	0.0	0.0	0.0		1.2
<b>Acute Admits</b>														
FY 2021	2	6	4	1	8	7	4	4	4	3	1	2	46	3.8
FY 2022	6	1	2	3	5	7	8	4	3	4	3	5	51	4.3
FY 2023	1	3	6	2	5	4	5	4	2	2	3	4	41	3.4
FY 2024	4	4	2	1	5	8	3	4	12				43	4.8
<b>Acute Patient Days</b>														
FY 2021	4	13	8	2	17	11	9	14	15	18	13	2	126	10.5
FY 2022	15	11	7	10	8	10	21	9	12	7	5	14	129	10.8
FY 2023	3	9	16	15	15	11	18	4	12	4	9	10	126	10.5
FY 2024	12	14	10	1	18	29	15	15	31				145	16.1
<b>SWB Admits</b>														
FY 2021	2	2	0	1	1	0	2	2	4	3	1	0	18	1.5
FY 2022	1	3	0	1	2	2	3	2	4	2	2	1	23	1.9
FY 2023	2	1	3	2	1	1	1	0	3	2	3	1	20	1.7
FY 2024	2	2	1	0	4	1	2	1	3				16	1.8
<b>SWB Patient Days</b>														
FY 2021	37	77	60	49	50	36	55	60	85	155	117	40	821	68.4
FY 2022	34	81	79	54	37	48	89	101	104	7	24	52	710	59.2
FY 2023	73	28	55	94	48	5	15	13	57	80	79	81	628	52.3
FY 2024	30	25	34	16	42	11	39	58	50				305	33.9
<b>CCMC LTC Admits</b>														
FY 2021	0	0	0	0	0	0	2	0	0	0	1	1	4	0.3
FY 2022	0	0	0	0	0	1	0	0	0	0	0	0	1	0.1
FY 2023	0	0	0	1	1	0	1	2	0	1	0	0	6	0.5
FY 2024	1	0	0	0	0	0	0	0	0				1	0.1
<b>CCMC LTC Resident Days</b>														
FY 2020	310	289	310	293	296	300	301	310	300	309	277	310	3,605	300.4
FY 2021	300	300	298	300	310	299	298	310	300	310	298	309	3,632	302.7
FY 2022	310	280	310	300	310	299	310	310	300	310	290	310	3,639	303.3
FY 2023	310	280	310	309	296	270	257	268	252	271	270	279	3,372	281.0
FY 2024	309	290	290	270	262	240	248	248	240				2,397	266.3
<b>CCMC LTC Avg. Census</b>														
FY 2021	10	10	10	10	10	10	10	10	10	10	10	10		9.9
FY 2022	10	10	10	10	10	10	10	10	10	10	10	10		10.0
FY 2023	10	10	10	10	10	9	8	9	8	9	9	9		9.2
FY 2024	10	10	9	9	9	8	8	8	8					8.8
<b>ER Visits</b>														
FY 2021	38	42	35	44	77	61	74	78	67	34	32	40	622	51.8
FY 2022	38	38	42	50	75	85	76	97	64	63	38	46	712	59.3
FY 2023	62	39	67	39	56	84	109	100	69	40	48	45	758	63.2
FY 2024	58	44	37	39	51	97	80	78	79				563	62.6
<b>PT Procedures</b>														
FY 2021	327	494	646	372	352	444	471	337	413	602	493	310	5,261	438.4
FY 2022	275	459	551	394	307	352	396	384	360	201	274	442	4,395	366.3
FY 2023	364	322	458	405	345	209	304	325	479	550	436	343	4,540	378.3
FY 2024	302	213	291	289	341	252	256	321	402				2,667	296.3
<b>OT Procedures</b>														
FY 2021	25	223	183	49	36	115	174	118	161	350	309	120	1,863	155.3
FY 2022	122	190	251	134	120	229	243	200	197	53	87	164	1,990	165.8
FY 2023	94	51	152	115	75	94	70	106	167	163	144	104	1,335	111.3
FY 2024	121	56	79	86	133	85	122	82	131				895	99.4
<b>Lab Tests</b>														
FY 2021	885	1,010	1,004	805	682	637	1,261	1,115	853	605	614	549	10,020	835.0
FY 2022	825	576	671	902	958	699	610	822	594	585	499	553	8,294	691.2
FY 2023	545	546	575	578	801	655	766	649	512	501	478	539	7,145	595.4
FY 2024	513	526	503	778	814	628	703	637	667				5,769	641.0
<b>X-Ray Procedures</b>														
FY 2021	48	50	49	64	64	70	79	86	88	68	53	72	791	65.9
FY 2022	82	63	64	94	60	82	69	93	51	72	58	61	849	70.8
FY 2023	72	45	63	49	50	88	97	107	83	71	61	67	853	71.1
FY 2024	76	54	88	54	75	54	82	64	60				607	67.4
<b>CT Procedures</b>														
FY 2021	24	27	26	20	27	32	28	38	25	16	12	22	297	24.8
FY 2022	21	21	36	25	29	42	31	26	16	30	15	28	320	26.7
FY 2023	30	18	22	18	16	36	39	34	26	4	23	24	290	24.2
FY 2024	38	27	2	16	19	29	31	32	29				223	24.8
<b>CCMC Clinic Visits</b>														
FY 2021	125	134	161	157	188	224	265	277	296	452	303	275	2,857	238.1
FY 2022	288	196	199	237	260	241	221	212	304	359	219	182	2,918	243.2
FY 2023	221	158	151	176	214	188	230	289	242	371	216	193	2,649	220.8
FY 2024	205	188	196	188	241	202	250	209	235				1,914	212.7
<b>Behavioral Hlth Visits</b>														
FY 2021	85	62	65	74	90	96	60	97	50	35	63	76	853	71.1
FY 2022	84	74	83	79	82	67	74	99	126	125	108	94	1,095	91.3
FY 2023	150	68	86	98	122	86	94	97	94	106	136	118	1,255	104.6
FY 2024	167	128	117	118	79	51	17	75	68				820	91.1

# Cordova Community MEDICAL CENTER

Board of Directors

Quarterly Quality Report

October 2024

CCMC continues to prioritize continuous quality improvement through staff education, process improvement projects, regular facility surveillance and chart reviews. The quality improvement committee meets quarterly. The last quarterly meeting was held in October 2024.

Recent quality related events:

- We continue to work on our newly developed quality improvement projects for this year. Projects include: hand hygiene monitoring, more robust and frequent environment of care rounds. C.N.A. education levels and C.N.A. medication administration privileges. We currently have 13 process improvements projects our staff are working on across all departments.
- In September, CCMC invited state of Alaska infection preventionist Rebecca Hamel for an “ICAR“- infection control assessment and response. Rebecca was a wealth of information and her observations and guidance will help us strengthen our infection prevention program at CCMC and improve survey readiness.
- Our infection preventionist, Kathleen Castellano, was able to attend the 2024 Alaska Annual Infection Prevention Conference. She was able to connect with her colleagues around the state and learn about the latest and issues on the forefront in infection prevention.
- In partnership with Prince William Sound Community College, CCMC plans to host a CNA training course in January of 2025. Grant funds to help cover the cost of tuition are available through the state of Alaska and Alaska Healthcare and Hospital Association. CCMC will help facilitate disbursement of these funds.

- To highlight the upcoming CNA class and open positions at CCMC, we are planning to host a free community movie night featuring the film The Upside. The film is a star studded feel good film that portrays caregivers as the heroes they truly are.

On-going quality related activities:

- All emergency room and inpatient admission charts are reviewed and evaluated for appropriateness of care and complete documentation. Any findings are discussed with the appropriate staff and plan of action is created.
- Our interdisciplinary team meets weekly to discuss all swing bed and awaiting LTC care patients. This team includes DON, RN, physician on-call, PT, OT, pharmacist, case manager and Director of Operations. We focus on current and future care needs, as well discharge planning.

Noelle Camarena

Director of Operations



P: (907) 424-8000 | F: (907) 424-8116  
P.O. Box 160 | 602 Chase Ave., Cordova, AK 99574-0160

DON Report

10/14/2024

### **Leadership**

CCMC is focused on quality of patient care and improving staff satisfaction and retention within each department. Efforts to improve environmental services continue. We recently had Rebecca Hamel, an infection prevention expert, visit CCMC and help us work towards this goal. Some changes include providing staff with the proper cleaning products, changing the name of the housekeeping department to EVS, and better communication with department needs. We will have Lisa Cone, a sterilization expert, visit us in early December to help us continue our process improvement efforts within the sterilization department as well. For staff retention, the leadership department is working on a dedicated wellness space for staff to take breaks in and recharge. The development of this space will be proposed to the AHHA facility led workforce initiatives grant.

### **Staffing**

We currently have four full-time permanent nurses (3 LTC and 1 ED), 2 PRN (as needed) ED nurses, and four travel nurses. We have one local RN who starts orientation 10/21/24 for PRN swing nurse. The goal remains to utilize RNs that live in Cordova instead of bringing in additional travelers for this third shift. We are continuing to seek full-time ER and LTC nurses. We have one ED RN that continues to show interest in a full-time permanent position starting March of 2025. Our Certified Nursing Assistances (CNA) are all permanent staff that work in multiple departments at times (swing/acute, unit clerk, lab, patient sitters). We have a total of seven full-time dedicated CNAs and five part-time or as needed. We now have a part-time hospital case manager, Olivia Carrol, as well.

### **Education Plan**

A focus at CCMC has been the upcoming CNA class led by Breanna Lohse. The class will be held from January to April. This will hopefully increase our current pool of CNA staff. The goal is to decrease the amount of overtime used during holidays, PTO, and increases in our acute/swing census. Having 2 dedicated swing CNAs from this class would be a tremendous help with these efforts.

### **Census**

We currently have 8 Long Term Care residents and 2 swing bed patients. Our swing census averaged 2/month for the third quarter. We continue to work hard on acquiring swing bed patients.

Let me know if you have any questions.

Alexus Allen, BSN

DON

CCMC Authority Board of Director's Quarterly Report  
October 9, 2024  
Clinic & Ancillary Services  
Tamara Russin

### **Clinic**

The Clinic is currently offering flu and covid vaccines for the 2024-2025 season.

The Clinic wrapped up the summer and fall tourist season and is back to full-time Cordovans. Now is a great time for most patients to address health issues since they have likely met their deductible and possibly out-of-pocket expenses for the year.

Dr. Barry, pediatrician, will be here November 15. Her schedule is open and available for appointments. Call 907-424-8200 to schedule.

Dr. Gray, Orthopedics, continues to come to Cordova as frequently as he can. He was here October 3 and 4 and plans to return at the end of January. His clinics fill up quickly! Call 907-771-3500.

Northland Audiology will be here October 28 and 29. Call 907-789-6780.

### **Lab/Radiology/Rehab Services**

Radiology remains staffed by one, dedicated full-time technician.

Lab completed their bi-annual state CLIA inspection at the end of September. All went well with two minor issues to be addressed. An interesting bit of information: a very important part of CCMC Lab is maintaining the small supply of blood CCMC has on hand. When a patient in Cordova needs blood non-urgently, blood is matched and ordered from Anchorage. It takes several hands to make that happen from transport to and from airports, to maintaining temperature monitoring, to actually getting the blood into the patient.

Rehab continues to need a permanent, full-time physical therapist. PT is currently filled with a traveler, Tyler, and Melanie, PTA. Tyler has agreed to return to CCMC to fill in a bit longer, but we will continue searching for a full-time therapist.

Speech therapy offered over the summer was a good bridge between the school years for patients. During the school year, CCMC is prioritizing speech for students that are not yet old enough or not yet enrolled in services through the school district.



## **October 2024 Board Report**

Sound Alternatives

Barb Jewell-Director of Community Services

### Behavioral Health

As reported in the last Board report, staffing continues to provide challenges in the Department. Our full-time permanent Clinician, Holly Maguire's last day was 9/13. We hired a temporary Full Time Clinician, Naomi Montague, who has been a strong addition to our team but will only be with us until mid-November. Liz King rejoined us part time on October 1. She has obtained her Alaska LPC license. We have position postings for both a permanent and temporary Clinician at this time. The focus is on hiring permanently. Additionally, Katie Fry, our Administrative Assistant, accepted a position with the school district and her last day was 9/26. We are actively recruiting for this position as well.

The turnover in staff continues to significantly impact the amount of services delivered. In this quarter we delivered 208 services delivered to 47 clients. We continued to see an uptick in individuals served in the ER which has become the norm for this time of year.

In September we hosted our 4<sup>th</sup> annual Child & Family Wellness Fair. Seven organizations participated, including staff from Chugachmiut who flew in from Anchorage. 50 individuals attended. There was a particular focus on online safety as well as healthy relationships. We were pleasantly surprised by the increase in the number of teens attending.

### Community Case Management Program

The State of Alaska ended the grant funding for the Community Case management program effective June 30, 2024. We are still providing some community supports including assistance with benefit applications and assistance accessing healthcare.

### Dietary & Senior Services

Dietary staff provided a total of 5801 meals this quarter, 1196 meals for Long Term Care, 3619 meals for seniors through the congregate and Home delivered meals, 320 for staff and 156 for Acute Care Patients and 189 meals 455 for swing bed patients. The use of the RIDE has continued to be high. We provided 624 rides this past quarter which is about average for the past two years.



# Memorandum

To: CCMC Authority Board of Directors

Subject: Approval of Telemedicine Privileges for Dr Robert Brenteson

Date: 10/23/2024

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**Suggested Motion:** "I move that the CCMC Authority Board of Directors approve the Delineation of Radiology Telemedicine Privileges for Robert Brenteson, MD as presented."



P: (907) 424-8000 | F: (907) 424-8116  
P.O. Box 160 | 602 Chase Ave., Cordova, AK 99574-0160

PRACTITIONER CREDENTIALING

October 31, 2024

Kelsey Hayden, Chair  
CCMC Authority Board  
ccmcboardseate@cdvcmc.com  
Cordova Community Medical Center  
Cordova, AK 99574

RE: Rob Brenteson, MD

Dear Chairperson and Hospital Authority Board,

Cordova Community Medical Center has reviewed credentialing application for privileges to our hospital. In accordance with our medical staff bylaws, the credentialing committee has reviewed the application including practitioner licenses, and professional references. We recommend Brenteson for privileges at Cordova Community Medical Center.

Sincerely,

Signed by:  
*Paul Goe*  
6C24CD8B672F40A...

Chief of Staff

16 October 2024 | 12:37 PM AKDT

Date

DocuSigned by:  
*Hannah Sanders*  
A9259C1E5177486...  
Chief Executive Officer

16 October 2024 | 1:37 PM AKDT

Date

# November 2024

This is a blank and printable November Calendar. Courtesy of [WinCalendar.com](http://WinCalendar.com)

November 2024						
◀ Oct 2024						Dec 2024 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

More Calendars: [Dec 2024](#), [Jan 2025](#), [2021](#)