



TAHOE FOREST HOSPITAL DISTRICT

2020-12-02 Special Meeting of the Board of Directors

Wednesday, December 2, 2020 at 6:00 p.m.

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the Special Meeting of the Tahoe Forest Hospital District Board of Directors for December 2, 2020 will be conducted telephonically through Zoom.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Eskridge Conference Room will not be open for the meeting.

Board Members will be participating telephonically and will not be physically present in the Eskridge Conference Room.

If you would like to speak on an agenda item, you can access the meeting remotely: Please use this web link <https://tfhd.zoom.us/j/97204122585>

If you prefer to use your phone, you may call in using the numbers listed below: (346) 248 7799 or (301) 718 592, Meeting ID: 972 0412 2585



Meeting Book - 2020-12-02 Special Meeting of the Board of Directors

12/02/2020 Special Meeting

AGENDA

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Agenda.pdf

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ITEMS 1-3: See Agenda

4. ITEMS FOR BOARD ACTION

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5. ADJOURN



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1. CALL TO ORDER

2. ROLL CALL

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

4. ITEMS FOR BOARD ACTION ♦

4.1. Medical Executive Committee (MEC) Consent Agenda ♦

MEC recommends the following for approval by the Board of Directors:

New Policy

- *Standardized Procedure - Respiratory Illness Clinic, Suspected COVID-19, DTMSC-2008*

5. ADJOURN

The next regularly scheduled meeting of the Board of Directors of Tahoe Forest Hospital District is December 17, 2020 at Tahoe Forest Hospital, 10121 Pine Avenue, Truckee, CA, 96161. A copy of the board meeting agenda is posted on the District's web site (www.tfhd.com) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting.

*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions. Equal Opportunity Employer. The telephonic meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed or a reasonable modification of the teleconference procedures are necessary (i.e., disability-related aids or other services), please contact the Clerk of the Board at 582-3481 at least 24 hours in advance of the meeting.

AGENDA ITEM COVER SHEET

ITEM	Medical Executive Committee (MEC) Consent Agenda
RESPONSIBLE PARTY	Greg Tirdel, MD, Chief of Staff
ACTION REQUESTED?	For Board Action
<p>BACKGROUND:</p> <p>During the November 30, 2020 Medical Executive Committee email meeting, the committee made the following open session consent agenda item recommendations to the Board of Directors at the December 2, 2020 meeting.</p>	
<p>SUMMARY/OBJECTIVES:</p> <p>Approval of the following consent agenda items:</p> <p><u>New Policy</u></p> <p>2. Standardized Procedure - Respiratory Illness Clinic, Suspected COVID-19, DTMSC-2008</p>	
<p>SUGGESTED DISCUSSION POINTS:</p> <p>None.</p>	
<p>SUGGESTED MOTION/ALTERNATIVES:</p> <p>Move to approve the Medical Executive Committee consent agenda as presented.</p>	
<p>LIST OF ATTACHMENTS:</p> <ul style="list-style-type: none"> Standardized Procedure - Respiratory Illness Clinic, Suspected COVID-19, DTMSC-2008 	



**TAHOE
FOREST
HEALTH
SYSTEM**

Origination Date:	N/A
Last Approved:	N/A
Last Revised:	N/A
Next Review:	N/A
Department:	<i>Tahoe Multi-Specialty Clinics - DTMSC</i>
Applicabilities:	

Standardized Procedure - Respiratory Illness Clinic, Suspected COVID-19, DTMSC-2008

PURPOSE:

To provide expedited testing of the patient presenting to Tahoe Forest Respiratory Illness Clinic (RIC) COVID hotline with suspected COVID-19.

SPECIFIC REQUIREMENTS:

The evaluation of patient and the implementation of the standardized procedure for the patient presenting with suspected COVID-19 will only be performed by a qualified RIC evaluator. A qualified evaluator is the attending RIC provider or a registered nurse (RN) employed in the Tahoe Forest RIC and the competencies defined in this standardized procedure.

EXPERIENCE, TRAINING, AND CONTINUED EDUCATIONAL REQUIREMENTS:

- A. To implement this standardized procedure, the qualified evaluator must be a licensed RN and successful completion of the following required competencies:
 1. Tahoe Forest RIC orientation including submission of completed skills checklist and review of the COVID-19 screening algorithm.
 2. The RIC RN will complete annual competency requirements and maintain all required licensing as directed by Department Manager and hospital policy.

SETTING:

This standardized procedure applies to any patient presenting to Tahoe Forest RIC COVID hotline for evaluation.

STANDARDIZED PROCEDURE REQUIREMENTS:

- A. The RN may initiate the standardized procedure for suspected COVID-19, for any patient presenting with the following complaints and based on clinical judgment of the RN.
- B. Any patient presenting to the RIC with complaint of one or more COVID-19 symptoms (per current

guidelines) in the 10 days prior to calling the COVID hotline

1. Centers for Disease Control and Prevention (CDC) symptoms of coronavirus: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

NURSING INTERVENTION AND PROCEDURE:

A. If the RN initiates this standardized procedure:

1. RN will evaluate the patient's subjective concerns, answers to screening questions, and clinical presentation to determine if they meet criteria for a COVID-19 test and/or full provider visit.
2. The RN will refer the patient to the Emergency Department and alert the provider immediately of any patient presenting with emergent or critical symptoms including, but not limited to, signs of upper airway obstruction, hypoxia, or respiratory distress.
3. RN will order and assist with scheduling a COVID-19 test and/or full provider visit per the COVID-19 screening algorithm.
 - a. The RN will consult with the provider on duty if at any time they need guidance on which option is appropriate.
4. Test results will be reviewed by provider.
 - a. RN or MA will call patient regarding negative results.
 - b. Provider or RN will call patient regarding positive results.
 - c. Results are also available to the patient via MyChart.

SUPERVISION AND SPECIAL INSTRUCTIONS/ DEFINITIONS:

- A. The RIC lab medical director and RIC provider on duty will assume responsibility for orders under this standardized procedure.
- B. If at any time, the RN needs clarification of this standardized procedure or orders not covered in this standardized procedure, they will confer with the provider on duty for guidance.

DOCUMENTATION OF RN QUALIFICATIONS:

- A. A list of all RIC RNs who may initiate Standardized Procedures will be kept in the Tahoe Forest MSC administration office.
- B. The list will be updated annually and as changes occur.

RECORD KEEPING:

- A. The RN caring for the patient will complete all documentation in the EMR.

DEVELOPMENT AND APPROVAL:

- A. This standardized procedure was developed through collaboration between Nursing, Laboratory Leadership, Nursing Leadership, and Medical Staff.
- B. This standardized procedure will be reviewed annually by MSC Leadership.

All revision dates:

Attachments

No Attachments

DRAFT