

Minutes

Joint Conference Committee

November 17, 1981

Present: Ms. Sally Pillsbury, Chairman  
Dr. Edward Ciriacy  
Ms. Donasia Coates  
Dr. John Delaney  
Dr. William Krivit  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff  
Dr. Paul G. Quie  
Dr. John Tiede  
Mr. John Westerman

Staff: Mr. John Diehl  
Mr. Greg Hart  
Ms. Lois Kelly

Absent: Dr. Arthur Klassen  
Dr. Philippe L'Heureux  
Mr. John Mason  
Ms. Timothy Vann

Guests: Ms. Jan Brockway  
Mr. Ed Howell  
Mr. Tom Jones  
Dr. Frank Rhame  
Ms. Mary Viitala  
Mr. Ron Werft

Mr. John Diehl advised the Committee of the probable conclusion to a long standing medical/legal pediatric case. He commended Dr. Krivit for his efforts and requested that Dr. Krivit provide the Committee with the details. Dr. Krivit explained the child has been hospitalized at University Hospitals for five years. He described the medical complications the child experienced and the events which led to the placement of the child in a Fairbault Minnesota institution.

I. Minutes - October 20, 1981 Meeting

Ms. Lebedoff made a recommendation that the minutes of the October 20, 1981 meeting be amended to reflect the reason for the delay in the presentation of the results of the April 29, 1981 Orange Alert Drill to the Joint Conference Committee for its consideration. Ms. Lebedoff recalled that it was due to a change in the chairmanship of the Disaster Committee.

A motion was made for the approval of the October 20, 1981 meeting minutes with the addition as recommended by Ms. Lebedoff. The motion was seconded and passed.

II. Isolation Study

Dr. Frank Rhame, Hospital Epidemiologist and Chairman of the Infection Control Committee, reviewed the purpose of the Isolation Study methodology, results, the actions taken, and recommended follow-up.

Following discussion a motion was made for the approval of the Isolation Study, the motion was seconded and passed.

III. Reappointment of Clinical Chiefs

Mr. Werft presented the recommendations for the reappointments of the Chiefs of Clinical Services. The recommendations were reviewed by the Committee and a motion made for the approval of the Clinical Chief Appointments. The motion was seconded and passed.

IV. Joint Commission on Accreditation of Hospitals Survey Update

Mr. Ed Howell reported that the three day JCAH Survey had gone well. Forty-eight findings were presented at the Summation Conference. These findings were primarily in the areas of life safety and documentation. The survey team's report will be sent to the JCAH headquarters in Chicago where the final recommendations will be formulated. These recommendations should be received by University Hospitals sometime in March. The findings from the Summation Conference were discussed and Mr. Hart noted that the physician surveyor had commented that the number of recommendations from University Hospital's survey were the least found in any survey he had been involved. Ms. Pillsbury thanked Mr. Howell for coordinating the Survey and asked that he express the Committee's gratitude to all those who worked with him in the process.

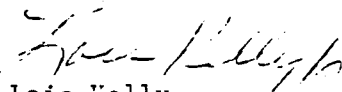
V. Other

Ms. Pillsbury described a meeting she and Mr. Harry Atwood recently attended at Interstudy. The discussion in part involved the costs and benefits of Health Maintenance organizations. Ms. Pillsbury stressed that it will be necessary that the Board keep up-to-date on the issues and the bills in Congress which will be discussed at the next legislative session and will impact on the health care market.

Mr. Jones added that University Hospitals is currently participating in the Private Review Program which is contracted through the Foundation for Health Care Evaluation. This Program is funded by sixteen companies in the metropolitan area who employ approximately 38,000 employees.

There being no further business, the meeting was adjourned.

Respectfully submitted,



Lois Kelly  
Recording Secretary

University of Minnesota Hospitals and Clinics

Board of Governors

Joint Conference Committee

September 15, 1981

Minutes

Present: Ms. Sally Pillsbury, Chairman  
Dr. Edward Ciriacy  
Ms. Dionisa Coates  
Dr. John Delaney  
Dr. Arthur Klassen  
Dr. William Krivit  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff  
Dr. Phillipe L'Heureux  
Mr. John Mason  
Dr. John Tiede  
Ms. Timothy Vann

Staff: Mr. Greg Hart  
Mr. Tom Jones  
Mr. Ron Werft

Guests: Ms. Jan Brockway  
Dr. Laurel Files  
Dr. Scott Giebink  
Dr. Douglas Moran  
Ms. Mary Viltala

I. Introductions

Ms. Pillsbury introduced Dr. Laurel Files from the University of North Carolina at Chapel Hill. She indicated that Dr. Files had joined the University of Minnesota Program in Health Care Administration, the Center for Health Services Research, and University Hospitals and Clinics for a one-year sabbatical and added that Dr. Files' research interests include organizational theory and health maintenance organizations. Ms. Pillsbury also introduced Dr. Douglas Moran who had recently completed research at the Columbia College of Physicians and Surgeons and would be working with Ms. Timothy Vann for the next two years.

II. Minutes of Meeting Held August 18, 1981

The minutes were approved as submitted.

### III. Tonsillectomy and Adenoidectomy Audit

Dr. Scott Giebink presented the study indicating that T & A was selected because it was a routine procedure and common diagnosis. Ms. Pillsbury added that a T & A audit was one of the first audits approved by University of Minnesota Hospitals and Clinics Board of Governors. It was moved, seconded, and passed that the Tonsillectomy and Adenoidectomy audit be approved.

### IV. Quality Assurance Work Program

Mr. Tom Jones and Ms. Jan Brockway presented the 1981-82 Quality Assurance Work Program which had been recommended for approval by the Medical Staff-Hospital Council. It was indicated that the work program is comprehensive involving a mix of problem identification and monitoring activities, coordination of departmental quality assurance activities, and assessment, resolution, and follow-up plans of newly identified and carry-over issues. It was reported that a number of identified issues had been summarized into the 1981-82 program of work. It was moved, seconded, and passed that the Quality Assurance Work Program be approved.

### V. Committee Chairman Appointments

Upon recommendation of the Medical Staff-Hospital Council, it was moved, seconded, and passed that Dr. Michael Daly be named chairman of the Disaster Committee and Dr. David Hurd be named chairman of the Emergency Room Committee of the Medical Staff-Hospital Council.

### VI. Medical Staff-Hospital Council

Dr. Richard Kronenberg reported that the Medical Staff-Hospital Council had received reports and approved policies related to infection control and isolation practices, approved medical record abbreviations, and vendor control policies from the Product-Equipment Evaluation Committee.

There being no further business, the meeting was adjourned.

Respectfully submitted,



Ron Werft  
Executive Assistant to the Board

RW/kj

University of Minnesota Hospitals & Clinics

Board of Governors

Joint Conference Committee

August 18, 1981

Minutes

Present: Ms. Sally Pillsbury, Chairman  
Ms. Timothy Vann  
Dr. Paul Quie  
Dr. John Tiede  
Dr. John Delaney  
Dr. Philippe L'Heureux  
Dr. Arthur Klassen  
Ms. Dionisa Coates

Guests: Dr. Steve Dougherty  
Ms. Dee Dee Cooper  
Ms. Jan Brockway

Staff: Mr. Greg Hart  
Mr. John Diehl  
Ms. Kim Simensen  
Mr. Tom Jones  
Mr. Ed Howell  
Mr. Ron Werft

I. Minutes of Meeting - June 16, 1981

It was moved, seconded, and passed that the June 16, 1981 minutes be approved as submitted.

II. Quality Assurance - Prophylactic Antibiotic Use in Surgical Patients

Dr. Steven Dougherty presented the re-study of the use of prophylactic antibiotics for surgical patients. He indicated that a form was now being used as a result of the study which is designed to improve the administration of antibiotics to surgical patients.

It was moved, seconded, and passed that the audit on prophylactic use of antibiotics for surgical patients be approved.

III. Joint Commission on Accreditation of Hospitals Site Visit

Mr. Ed Howell reported that the hospital is currently planning for a December site visit by the Joint Commission on Accreditation of Hospitals. He reported that a pre-site-visit survey was now being completed for all affected hospital departments, and that comments were expected primarily on facilities-related shortfalls. He further indicated that the JCAH plays

an important educational as well as regulatory role.

IV. Medical Staff/Hospital Council Report

Dr. Paul Quie reported that the Council had approved University Hospitals participation in a private review program conducted by the Foundation for Health Care Evaluation. The program, which had previously been decried to the Joint Conference Committee, involves the admission and length of stay validation by the FHCE staff of patients employed by contracting corporations. He added that the pilot program would be evaluated October 1, 1981.

Dr. Quie also reported that the Rive Flat Rock Concert had an uncomfortable amount of noise for Variety Club Heart Center patients and that letters were being sent to the City Council, the Major, and the Park Board of Minneapolis.

There being no further business, the meeting was adjourned.

Respectfully submitted,

  
Ron Werft



Minutes  
Joint Conference Committee  
June 16, 1981

Present: Ms. Sally Pillsbury, Chairman  
Dr. Arthur Klassen  
Dr. William Krivit  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff

Staff: Mr. Greg Hart  
Ms. Lois Kelly

Absent: Dr. Edward Ciriacy  
Ms. Dionsia Coates  
Dr. John Delaney  
Dr. Philippe L'Heureux  
Mr. John Mason  
Dr. Paul G. Quie  
Dr. John Tiede  
Ms. Timothy Vann  
Mr. John Westerman

Guests: Ms. Jan Brockway  
Ms. Dee Dee Cooper  
Mr. Tom Jones

The meeting was called to order by Ms. Sally Pillsbury, Chairman, in the East Wing of the Campus Club.

1. Medical Staff-Hospital Council Report

Dr. Richard Kronenberg, Vice-Chief of Staff, reviewed the actions taken at the last Medical Staff-Hospital Council meeting, including the appointment of Dr. Thomas Ferris as Medical Director of the Kidney Dialysis Unit and Dr. Michael Mauer and Dr. Linda Francisco as Associate Directors. Approval was also given for the appointment of the Medical Staff/Hospital Council Committee Chairmen.

The Council discussed the University of Minnesota Hospital's participation in the pilot phase of the Private Review Program. The Pilot Program would run from July 6 to October 1, 1981. It is funded by a number of Twin Cities businesses who have contracted with the Foundation for Health Care Evaluation. The program has been endorsed by the Hennepin County Medical Society, the Minnesota Medical Association, and others. The Council had questions which will require clarification, and thus moved to table action.

2. Committee Chairman Appointments

Dr. Kronenberg moved for the approval of the recommendations for the appointment of the Medical Staff-Hospital Council Committee Chairmen. The Committee approved the chairmen appointments as recommended.

3. Credentials Committee Report and Recommendations

Dr. Kronenberg presented the Medical Staff-Hospital Council's recommendations for the reappointment of the Medical/Dental Staff for 1981/1982; Provisional Staff appointments; Regular Staff appointments; change in staff categories; additional clinical privileges; resignations; and non-reappointments.

He reviewed the reasons for not recommending the reappointment of several staff members. In these cases, evidence of the required malpractice insurance had not been submitted, although a letter had been sent advising the staff members of the necessity of submitting this information by a specified date. One staff member's malpractice insurance would not extend to practice at the University Hospitals. She was aware of the situation and accepted the recommendation. It was noted that these recommendations could be rescinded if the required information is submitted without the staff person having to reapply to the Medical/Dental Staff.

Dr. Krivit expressed his dissatisfaction with a portion of the Credentials process, in that he had written a letter requesting that letters not be sent by the Credentials Committee to members of his staff who had not submitted the malpractice information. Dr. Krivit indicated that he would prefer that such matters be handled on a personal basis between the involved physician and the Clinical Chief, in the interests of maintaining good relationships. Dr. Kronenberg and Mr. Hart responded by indicating that efforts were made to contact those individuals, and that strict application of the By-laws is thought to be necessary in such matters. A motion was made for the approval of the Credentials Committee's and Medical Staff/Hospital Council's Report and Recommendations. The motion was seconded and the recommendations approved with one dissenting vote.

4. Cystoscopy and Urethroscopy Study

Dr. Leon Adcock was unable to attend the meeting. Ms. Jan Brockway reviewed the background, criteria, findings and recommendations outlined in the report on Dr. Adcock's behalf. Ms. Brockway and Ms. Cooper responded to questions from the Committee.

A motion was made for the approval of the Study. The motion was seconded and the Cystoscopy and Urethroscopy Study was approved by the Committee.

5. Confidentiality

Ms. Pillsbury stated she had discussed with the Board the confidentiality of the Quality Assurance studies along with the recommendations made by the Joint Conference Committee on presentation of the studies. She reported that the Board had some objections to the recommendations. Ms. Pillsbury indicated that it had recently been brought to her attention that the Joint Commission on Accreditation of Hospitals does not require Board approval of individual studies, and that they need only accept the recommendations of the Joint Conference Committee. It was pointed out that several community hospitals in the area handle Quality Assurance studies in this manner.

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

*Lois Kelly*  
Lois Kelly  
Secretary

APPLICANTS TO THE MEDICAL/DENTAL STAFF

JULY 1, 1982

<u>NAME &amp; DEPARTMENT</u>	<u>CATEGORY</u>	<u>FACULTY RANK</u>	<u>SPECIALITY</u>	<u>MEDICAL SCHOOL-COMPLETION DATE</u>	<u>INTERNSHIP, RESIDENCY &amp; FELLOWSHIP-COMPLETION DATES</u>	<u>LAST POSITION</u>
<u>MEDICINE</u>						
John I. Allen	Attending	Instructor	Emergency Department	University of New Mexico Albuquerque, NM 1977	<u>Internship</u> - University of of Minnesota 1977-1978 <u>Residency</u> - " " 1978-1979 <u>Fellowship</u> - " " 1980-1981 (Gastroenterology)	
Scot W. Hutton	Clinical	Instructor	Gastroenterology	University of Minnesota 1976	<u>Residency</u> - University of Minnesota 1976-1979 <u>Gastroenterology Fellowship</u> - University of Minnesota 1979-1981	
Thomas E. Kottke	Clinical	Clinical Instructor	Cardiology	University of Minnesota 1974	<u>Internship (Medicine) &amp; Junior Assistant Resident</u> - Royal Victoria Hospital, Montreal, Quebec 1974 - 1976  <u>Robert Wood Johnson Clinical Scholar, Master's Degree</u> - <u>School of Public Health (Epidemiology) and Residency Training</u> - University of North Carolina, Chapel Hill 1976-1978  <u>Preventive Cardiology Fellow</u> - Laboratory of Physiological Hygiene, Univ. of Minn. 1978-1981	

APPLICANTS TO THE MEDICAL/DENTAL STAFF

JULY 1, 1981

<u>NAME &amp; DEPARTMENT</u>	<u>CATEGORY</u>	<u>FACULTY RANK</u>	<u>SPECIALITY</u>	<u>MEDICAL SCHOOL-COMPLETION DATE</u>	<u>INTERNSHIP, RESIDENCY &amp; FELLOWSHIP-COMPLETION DATES</u>	<u>LAST POSITION</u>
<u>OBSTETRICS &amp; GYNECOLOGY</u>						
Leslie A. Sharpe	Clinical	Clinical Asst. Professor	OB-GYN	John Hopkins, Baltimore, MD 1973	<u>Residency</u> - University of Minnesota 1973 - 1977	Member of the Medical/Dental Staff - Univ. of Minn. 1977-1978  Group Health, Inc Bloomington, MN
<u>PHYSICAL MEDICINE &amp; REHABILITATION</u>						
Dennis D. Dykstra	Attending	Instructor	Pediatric Rehabilitation	University of Cincinnati 1976	<u>Residency</u> - Pediatrics & Physical Med. & Rehabilitation Children's Hospital Medical Center, Cincinnati, Ohio  Pittsburgh Childrens D. T. Watson Home for Children Pittsburgh, OH 1976-1980	National Childrens Hospital Washington, D.C. 6/80-12/80  <u>Instructor</u> Univ. of Minn. 1/81-present
John L. Magness	Attending	Asst. Professor	PM & R Rheumatology	George Washington Univ. Washington, D.C. 1950	<u>Internship</u> - Philadelphia General Hosp. 1950-1951  <u>Residency</u> - (Medicine) Mayo Graduate School, Rochester, MN. 1953-1956.  <u>Residency</u> - (PM & R) " " 1965-1967	Asst. Dean & Dir. S.E. Area Health Education Ctr., Fargo, UND School of Medicine. 1978-1979  Private Practice: Dakota Clinic, Rheumatology & Rehabilitation Medicine 1968-1981

APPLICANTS TO THE MEDICAL/DENTAL STAFF

JULY 1, 1981

<u>NAME &amp; DEPARTMENT</u>	<u>CATEGORY</u>	<u>FACULTY RANK</u>	<u>SPECIALITY</u>	<u>MEDICAL SCHOOL-COMPLETION DATE</u>	<u>INTERNSHIP, RESIDENCY &amp; FELLOWSHIP-COMPLETION DATES</u>	<u>LAST POSITION</u>
<u>PSYCHIATRY</u>						
Paula J. Clayton	Attending	Professor and Chairman	Psychiatry	Washington University St. Louis, MO 1960	<u>Internship - St. Luke's Hospital, St. Louis, MO 1960-1961</u> <u>Asst. Resident in Psychiatry Barnes &amp; Renard Hospitals, Washington U. School of Med. St. Louis, MO 1961-1964</u> <u>Chief Resident in Psychiatry Barnes &amp; Renard Hospitals, Washington U. School of Med. St. Louis, MO 1964-1965</u>	Director, Psychiatric Inpatient Service, Barnes & Renard Hospitals, St. Louis, MO 1975-1981

It is recommended that the Provisional staff appointment be waived for Dr. Paul J. Clayton and that she be appointed to the Regular Medical/Dental Staff.

Minutes

Joint Conference Committee

May 19, 1981

Present: Ms. Sally Pillsbury, Chairman  
Ms. Dionisa Coates  
Dr. John Delaney  
Dr. Arthur Klassen  
Dr. William Krivit  
Dr. John Tiede  
Dr. Paul G. Quie

Staff: Mr. John Diehl  
Mr. Greg Hart  
Ms. Lois Kelly  
Mr. Ronald Werft

Absent: Dr. Edward Ciriacy  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff  
Dr. Philippe L'Heureux  
Mr. John Mason  
Ms. Timothy Vann  
Mr. John Westerman

Guests: Mr. Larry Baldwin  
Mr. Tom Jones

The meeting was called to order by Ms. Sally Pillsbury, at 5:45 p.m., in the East Wing of the Campus Club.

I. Minutes - April 14, 1981

The minutes of the April 14, 1981 meeting were approved as written.

II. Coronary Angiography Restudy

Dr. Quie reviewed the background of the Restudy, the findings, and recommendations.

Following discussion, a motion was made for the approval of the Coronary Angiography Restudy. The motion was seconded and the Restudy was approved by the Committee.

Dr. Quie reported that the numbers of heart catheterizations done in the future may be impacted by the development of computerized digital radiography. This process involves lower risk, and may be used for renal and cerebral procedures as well.

The reporting of the results of Quality Assurance studies at the Board of Governors meetings were discussed. Several suggestions were made by Mr. John Diehl for maintaining the confidentiality of the study information. The subject will be discussed with the Board of Governors at their next meeting.

Quality Assurance Plan and Program Activities

The Quality Assurance Plan was presented by Mr. Tom Jones for approval. Mr. Jones stated the Plan was prepared by Ms. Bockway and her staff, as required by the Joint Commission on Accreditation of Hospitals. Several members of the Committee expressed their enthusiasm for the Plan. A motion was made for the approval of the Quality Assurance Plan. The motion was seconded and the plan was approved.

Mr. Tom Jones reported that the Progress Report of Quality Assurance Activities (prepared by Ms. Brockway) was intended to provide a picture of what is under study and what will be coming to the Joint Conference Committee in the next few months.

In response to a question relative to ambulatory care quality assurance activities, Mr. Hart indicated that the Outpatient Department is pilot testing the quality assurance approach developed by the St. Louis Park Medical Center for their clinics. The ENT Clinic at University Hospitals has volunteered to serve as a demonstration clinic for the pilot test.

There being no further business, the meeting adjourned at 7:25 p.m.

Respectfully submitted,

*Lois Kelly*  
Lois Kelly  
Recording Secretary



Minutes  
Joint Conference Committee  
April 14, 1981

Present: Dr. Edward Ciriacy  
Dr. Arthur Klassen  
Dr. William Krivit  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff  
Mr. John Mason  
Dr. Paul G. Quie

Staff: Mr. John Diehl  
Mr. Greg Hart  
Ms. Lois Kelly  
Mr. Ronald Werft

Absent: Ms. Dionisa Coates  
Dr. John Delaney  
Dr. Philippe L'Heureux  
Ms. Sally Pillsbury  
Dr. John Tiede  
Ms. Timothy Vann  
Mr. John Westerman

Guests: Ms. Johnelle Foley  
Ms. Nancy Goldstein  
Mr. Tom Jones  
Ms. Barbara Tebbitt

The meeting was called to order by Ms. Mary Lebedoff, Acting Chairman, at 5:30 p.m. in the West Wing of the Campus Club.

I. Minutes - March 17, 1981

The minutes of the March 17, 1981 meeting were approved as written.

II. Patient Education Programs Presentation

Ms. Lebedoff reported that Ms. Nancy Goldstein, Patient Education Specialist made a presentation to the Joint Conference Committee in May of 1979 and that she had been invited back for a follow-up report. Ms. Tebbitt then introduced Ms. Goldstein to the Committee.

Ms. Goldstein directed the Committee's attention to a list of Patient Education activities from July 1979 - March of 1981 (see enclosure). She reviewed the written materials which have been developed and described how her efforts have been accomplished. A great many hospital staff have contributed their time and talents to the projects. The funds to print the booklets have been obtained through donations from the Faculty

Womens Club, The Heart Club, and Alpha Phi Sorority. Copies of many of the booklets were passed among the members of the Committee for their review. Ms. Goldstein stated that the booklets are copywrited with the Library of Congress. It was suggested that consideration be given to the marketing of the materials. Ms. Tebbitt indicated that this had been considered but not implemented until a "bank" of materials has been put together. The difficulty of maintaining the information with current practice was noted. Ms. Goldstein stated that a review mechanism has been established to assure that the information is current.

Ms. Goldstein reviewed the groups and classes which are functioning and the Department's evaluation of programs and its future goals. Ms. Lebedoff suggested that Ms. Goldstein do a presentation to the Board of Governors and that copies of the materials be brought to the next meeting of the Board for their information. The Committee expressed great interest in the Patient Education Programs and were impressed with the quality of the written materials which were distributed.

Ms. Lebedoff thanked Ms. Goldstein for her informative and interesting presentation.

#### 1. Medical Staff/Hospital Council Report

Dr. Quie provided an informational report to the Joint Conference Committee on the status of the Psychologists Standards Proposal. The Medical Staff/Hospital Council and the Council of Chiefs of Clinical Services have accepted the proposal that the Chairman of the Psychologists Standards Review Committee be an ex-officio non-voting member of these Councils. The membership of the Psychologists on the Medical/Dental Staff of the University Hospitals will be reviewed by the Bylaws Committee of the Medical Staff/Hospital Council. He stated that he would keep the Committee informed of progress.

Dr. Quie reported that the Council approved the appointments of Dr. John Kersey as Director of the Bone Marrow Transplant Unit, and Dr. Bradley Fuhrman as Director of the Pediatric Special Care Unit.

The Council approved the Coronary Angiography Task Force Report and Recommendations. This report is being prepared for presentation to the Joint Conference Committee and the Board of Governors in May.

The recruitment of Dr. Frank Cerra by the Department of Surgery for Director of the Surgical Intensive Care Unit was discussed by the Council. Dr. Cerra has had a longstanding interest in metabolic aspects of parenteral nutrition. Other interests include patient monitoring and computerized patient information. Dr. Cerra's

Medical Staff/Hospital Council Report cont:

appointment will be reviewed by the appropriate committees and should come to the Joint Conference Committee in the near future.

The Council was informed of a joint meeting of the Physicians Advisory Committee and the University Hospitals as an up-date of the Outreach Programs. Dr. John LaBree established this Committee which includes physicians throughout the State. Successful dialogue between faculty and physicians and the sharing of ideas and concerns was reported. Some of the activities will reach the Medical Staff/Hospital Council and the Joint Conference Committee soon.

IV. Council of Chiefs of Clinical Services Report

Dr. Ciriacy reported that the clinical chiefs have been discussing the Hospital Renewal Project and HMO activities. Mr. Hart added that a contract has been signed with HMO of Minnesota (BC/BS).

Other

Ms. Lebedoff directed the Committee's attention to the Progress Report of Quality Assurance Activities for the period November, 1980 through March, 1981. On the last page of this report, Ms. Pillsbury wrote a brief note requesting the Committee members review the information (see enclosure). It will be put on a future agenda of the Joint Conference Committee meeting for discussion and evaluation. Mr. Jones stated the Quality Assurance Committee will soon begin work on the establishment of a program for this next year and will assess projects and follow-up progress.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

*Lois Kelly*

Lois Kelly  
Recording Secretary

Minutes  
Joint Conference Committee  
March 17, 1981

Present: Ms. Dionisa Coates  
Dr. John Delaney  
Dr. Arthur Klassen  
Dr. Richard Kronenberg  
Ms. Mary Lebedoff  
Ms. Sally Pillsbury  
Dr. John Tiede  
Ms. Timothy Vann  
Mr. John Westerman

Staff: Ms. Johnelle Foley  
Mr. Greg Hart  
Ms. Lois Kelly  
Mr. Donald Van Hulzen

Guests: Mr. Larry Baldwin  
Ms. Jan Brockway  
Mr. Al Dees  
Mr. Tom Jones  
Mr. Ronald Klemz  
Dr. Warren Warwick

The meeting was called to order by Ms. Sally Pillsbury, Chairman, at 5:40 p.m., in the East Wing of the Campus Club.

Ms. Pillsbury welcomed Dr. John Tiede as a new member of the Joint Conference Committee.

Ms. Pillsbury reported on the Board of Governors response to the last audit, and initiated a discussion regarding the purpose of quality assurance activities. It was noted that meaningful audits identify potential problems and provide the necessary information to take action. Ms. Brockway noted medical records have limitations as a source for assessing quality and that in the future Quality Assurance Services will be looking at different approaches to assessing patient outcome.

I. Minutes - February 17, 1981 Meeting

The minutes of the February 17, 1981 meeting were approved as written.

II. Risk Management Presentation

Ms. Foley introduced Mr. Ronald Klemz, Director, Risk Management. Mr. Klemz explained the Risk Management Program was established in 1980 in response to

the University of Minnesota Hospitals and Clinics Long Range Plan. He reviewed a handout which was distributed to the Committee and responded to questions. (see attached).

III. Cystic Fibrosis Program Presentation

Dr. Warren Warwick, Professor of Pediatrics and Director of the Hospitals' Cystic Fibrosis program, described for the Committee the service education and research components of the Cystic Fibrosis activities within the Health Sciences.

He directed the Committee's attention to a handout (see attached) included with the agenda and described the disease and associated complications. The growth and success of the program were reviewed, and its needs of the future were discussed. Dr. Warwick responded to questions by the Committee.

IV. Medical Staff/Hospital Council Report

Dr. Richard Kronenberg reported on the activities of the Medical Staff/Hospital Council at its last meeting. He indicated that an update on the Renewal Project was presented, and there was a brief discussion of the Mr. Blue Team policies. The Council spent most of its time reviewing the Professional Standards for the Provision of Psychological Services at University of Minnesota Hospitals and Clinics. Recommendations of the Council were made for amending the standards; these were referred to the Psychologists' Standards Committee for their consideration. No final action has been taken on the proposals.

There being no further business, the meeting adjourned at 7:25 p.m.

Respectfully submitted,

*Lois Kelly*

Lois Kelly  
Recording Secretary

Enclosures

Minutes

Joint Conference Committee

February 17, 1981

Present: Dr. Edward Ciriacy  
Dr. Arthur Klassen  
Dr. William Krivit  
Dr. Philippe L'Heureux  
Ms. Mary Lebedoff  
Ms. Sally Pillsbury  
Mr. John Westerman

Staff: Mr. John Diehl  
Ms. Johnelle Foley  
Ms. Lois Kelly  
Mr. Donald Van Hulzen

Guests: Ms. Jan Brockway  
Ms. Dee Dee Cooper  
Dr. William Gentry  
Dr. Dan Hankins  
Mr. Ed Howell  
Mr. Tom Jones

The meeting was called to order by Ms. Sally Pillsbury, Chairman, at 5:30 p.m. in the East Wing of the Campus Club.

The new members of the Committee were introduced, Dr. Edward Ciriacy, Dr. Arthur Klassen; and Dr. Phillippe L'Heureux. Ms. Pillsbury reviewed the composition and duties of the Joint Conference Committee from the Bylaws of the Board of Governors.

1. Joint Commission on Accreditation of Hospitals Interim Survey

Mr. Howell explained that in 1979 the JCAH site visit resulted in the Hospitals' full accreditation for 2 years contingent upon completion of an interim survey report explaining the progress made toward to recommendations of the Commission. On January 15, the Hospital received 31 recommendations which should be complied with by the next scheduled survey. He reported that 51% have already been totally complied with and 45% are in partial compliance. The remaining 3% are no longer applicable due to changes in in the standards. Those items in partial compliance are primarily construction projects.

2. Orange Alert Critique - November 4, 1980

Dr. Dan Hankins, Chairman of the Disaster Committee, reviewed the Critique of the Orange Alert Drill held on November 4, 1980. A simulated explosion resulting in a fire in the Chemistry Building produced 15 burn victims who were transported to the University Hospitals Emergency Room. Since the University Hospitals does not have the facilities to care for a large number of burn patients the purpose of the drill was to assure that appropriate arrangements could be made for ambulance transportation to other facilities and that care was available at other hospitals. He reported that ambulance transportation was more than sufficient. St. Paul Ransley's Burn Center received 6 patients and had 15 vacancies, and Hennepin County Medical Center could have accommodated 6 - 10 patients. He identified some internal communications problems which are being addressed.

The next drill will be to determine how Public Relations and Social Services respond to the mass influx of relatives in relation to a disaster.

The Orange Alert Drill of November 4, 1980 was approved by the Committee.

3. Quality Assurance Program Progress Report

Mr. Jones stated the approach to the Quality Assurance Program is problem focused. The process involves the study of problems and then recommending and implementing changes. There is a periodic review of progress and an overview of all activities.

Ms. Jan Brockway briefly reviewed the Progress Report which included problem identification; Initial Assessments; Follow-up and Restudy Assessments/ and Health Services' Quality Assurance Activities. In conclusion,

Ms. Brockway stated that work is continuing in developing an/or accessing improved problem-identification sources. Within the next several months work will be underway with committees and management staff to develop next years review program.

4. Credentials Committee Report and Recommendations

Ms. Kelly reviewed the Credentials Committee Report and Recommendations for the Committee's consideration.

The Credentials Committee Report and Recommendations was approved by the Committee.

5. Medcial Staff-Hospital Council Report

On behalf of Dr. Quie, Dr. Phillipe L'Heureux reported on the Medical Staff-Hospital Council activities for December, January and February. At the December meeting, Mr. John Dennis, Director of Medical Records, discussed problems with the timely completion of medical records. The discontinuing of the monitoring system and the influx of new housestaff contributed to the situation. When the subject was reviewed again at the January meeting there had been a 10% reduction in the backlog.

The Council also approved an application for the dispensing of hearing aids with the stiupulation that the actual sale and supplying of the hearing aids be a Hospital function. In February, the Council also approved an application for the sale of contact lenses with the same stipulation.

6. Total Parenteral Nutrition Audit

Dr. William Gentry, Chairman of the Pharmacy and Therapeutics Committee, reviewed the Adult and Pediatric Parenteral Nutrition Audit findings and recommendations. He also pointed out that Dr. Quie had discussed the audit with the Clinical Chiefs and reported the results of these discussions to the Medical Staff-Hospital Council

A motion was made and the Total Parenteral Nutrition Audit was approved by the Committee.

7. Clinical Chiefs Report

Dr. Krivit reported that the Clinical Chiefs have been involved and are supporting the development of a HMO at University of Minnesota Hospitals in participation with Blue Cross of Minnesota. Finalization of the agreement should take place in 4 to 6 weeks.

8. Other

Ms. Pillsbury requested that copies of the Quality Assurance Plan for 1980/1981 be sent to the new members of the Joint Conference Committee.

The Committee discussed the process for the handling of incident reports. Dr. Krivit and Dr. Ciriacy felt that the Clinical Chiefs should in all cases be advised of any problems which occur and have involved a member of their staff. Ms. Foley advised the Committee that Mr. Ron Klemz, Risk Manager, is prepared and would be pleased to come to the next meeting to respond to any questions the Committee might have.



Respectfully submitted,

*Lois Kelly*

Lois Kelly  
Recording Secretary

The next meeting of the Joint Conference Committee will be held on  
Tuesday, March 17, at 5:00 p.m., in the East Wing of the Campus Club.