

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes
27 January 2021

BE IT REMEMBERED the Chairman and the Board of Trustees of North Sunflower Medical Center, Ruleville, Sunflower County, Mississippi, met in their Regular Meeting on Wednesday, 27 January 2021, when and where the following were present:

Billy Joe Waldrup, Chairman and Trustee; Bobbie Bounds Allen, Secretary and Trustee; Phil McNeer, Trustee; Willie Burton, Trustee; Billy Marlow, Executive Director; Daniel Ceja, CEO; Sam Miller, COO; Rodney Clark, CAO; Joanie Perkins, CCO; Sandra Britt, Administrative Assistant; Arie Chandler, Administrative Assistant; Lawson Holladay, Esquire

Absent: H.T. Miller, III, Vice-Chairman and Trustee and Jennifer Baughman, Accounting Director

The meeting of the Hospice of North Sunflower Medical Center was conducted prior to the meeting of the Board of Trustees.

Mr. Waldrup called the meeting of the Board of Trustees to order at noon and asked Mr. Willie Burton to open the meeting with a word of prayer. The minutes of the 22 December 2020 Regular Board Meeting were approved as distributed by motion offered by Mrs. Allen, seconded by Mr. Burton, and unanimously approved.

There was no unfinished business to bring before the Board for consideration.

At this time, Mr. Marlow expressed his desire for the Board to adopt a Memorial Resolution honoring Mrs. Mary Rose, Walter B. Crook Nursing Facility Administrator who recently passed due to COVID-19. Mr. Marlow stated that Mary Rose was the best and most dedicated Nursing Home Administrator that we have ever had and that she will be missed greatly. Mr. Marlow also proposed the idea of installing a memorial and plaque in Mary Rose's memory at the entrance of the Nursing Home. After discussion and on Motion by Mr. Phil McNeer and Seconded by Mrs. Bobbie Bounds Allen, the following Resolution was unanimously adopted:

WHEREAS, on July 28, 2014, **MARY ROSE** was appointed as Administrator of the Walter B. Crook Nursing Facility at the North Sunflower Medical Center, and

WHEREAS, thereafter final illness came to **MARY ROSE** and took her from our midst on the 7th day of December, 2020, and

WHEREAS, **MARY ROSE**, was a very dedicated and loyal Administrator who took complete ownership of her duties from day one at the Walter B. Crook Nursing Facility. She was one of the very best Administrators and a rare breed that served with integrity and compassion, and

WHEREAS, MARY ROSE will be missed greatly by her work family and the residents of the Walter B. Crook Nursing Facility, and it was our privilege to have known and been influenced by this wonderful friend of mankind, by whose death we are sorely grieved.

NOW, THEREFORE, it is by the Board of Trustees of North Sunflower Medical Center in regular session assemble, Resolved:

1. That a copy of this Resolution be included within the official minutes of the North Sunflower Medical Center, and
2. We do hereby express our sincere sympathy to family of MARY ROSE over her untimely passing.

BE IT FURTHER RESOLVED, that a true copy of this Resolution be published in *The Enterprise-Tocsin* in the City of Indianola.

RESOLVED on this the 27th day of January, 2021.

The first order of New Business was the election of Board officers. After discussion, the following motion was made:

MOTION: I move that the Officers of the Board of Trustees for the 2021 year remain the same with no changes. Chairman: Billy Joe Waldrup; Vice-Chairman: H.T. Miller III; Secretary: Bobbie Bounds Allen

Maker: Mr. Phil McNeer

Second: Mr. Willie Burton

Motion Unanimously Approved

The second order of New Business was to review the renewal quote for the Directors and Officers and Employment Practices Liability insurance policy presented by Hub International and Tollison Insurance Agency. Ironshore Specialty Insurance Company, Incumbent Carrier, provided the only quote. The renewal premium increased to \$23,852.40 from the prior year's premium of \$19,084.08. The increase in premium is due to NSMC having two claims in 2020 and the amount of COVID EPL claims across the nation causing the market to harden. There is a \$1Million shared limit between the D&O and EPL coverage and all retention limits remained the same as prior year. After discussion, the following motion was made:

MOTION: I move to approve the D&O renewal quote from Ironshore Specialty Insurance Company in the amount of \$23,852.40. I further move that the premium be paid in full.

Maker: Mr. Phil McNeer

Second: Mr. Willie Burton

Motion Unanimously Approved

The next order of New Business was to review the initial Medical Staff application for Jacquelyne B. Little, FNP-C. Mrs. Brown requested privileges as an Allied Health Professional working full time in the Rural Health Clinic. The Medical Staff application and NPDB and OIG queries were reviewed and the following motion was made:

MOTION: I move to approve the application and request for privileges for Jacquelyne B. Little, FNP-C. I further move that she be approved for a provisional period of one year ending 27 January 2022 and at that time be permitted to apply for a two-year term.

Maker: Mr. Phil McNeer

Seconded: Mrs. Bobbie Allen

Motion Unanimously Approved

Rodney Clark presented the financial information for December as follows. The entire facility had a cash balance of \$18.2 Million; total assets of \$49.5 Million, and a total liabilities and fund balance of \$49.5 Million. The Hospital's Gross Revenue was \$7.6 Million for the month and \$22.2 Million Year to Date. The Hospital had a Net Loss of (\$384,904) for the month and a Year to Date Net Loss of (\$1.5 Million). Daniel reported that we will have around 400 Swing Bed days for January, which will help to improve the Net Income. We anticipate that the Swing Bed census will remain high due to the number of COVID patients that require inpatient therapy. Haire Drug Center, LLC had a Net Income of \$11,998 for the month and a Year to Date Net Income of \$31,900. Hospice had a Net Income of \$1,090 for the month (decrease from prior month due to a \$44,000 SIA payback for overpayment) and a Year to Date Net Income of \$120,691. Sunflower Diagnostic Center had a Net Income of \$5,545 for the month and a Year to Date Net Income of \$60,455. Simply Sunflower had a Net Loss of (\$2,529) for the month and a Year to Date Net Income of \$3,264. Sunflower DME had a Net Income of \$73,241 for the month and a Year to Date Net Income of \$130,648. NSMC Pharmacy had a Net Income of \$5,748 for the month (decrease from prior month due to an increase in expense and drug costs) and a Year to Date Net Income of \$65,671. The Rural Health Clinic had a Net Income of \$51,644 for the month and a Year to Date Net Loss of (\$202,094). NSMC as a whole showed a Net Loss of (\$292,929) for the month and a Year to Date Net Loss of (\$1.1 Million).

At this time, Joanie Perkins gave the Quarterly Compliance Report giving updates on HIPAA, Billing Audit, and Quality.

HIPPA:

Joanie reported that in September 2020 we purchased the new software, HIPAATREK, to make HIPAA compliance easier. HIPAATREK offers an educational series of six personalized videos per year, as well as a library of existing videos and tests for policy training purposes. This software has a uniform policy library to house and track all of NSMC's policy changes. We began the process of scanning in all departments' policies in September and have seven departments remaining.

Joanie reported that there was one HIPAA breach in 2020 that we are required to report to the Office of Civil Rights and await a Plan of Correction.

Billing Audit:

There is ongoing training with providers and billing staff on changes and updates associated with the Coronavirus Aid, Relief, and Economic Security Act (CARES) and Families First Corona Virus Response Act (FFCRA).

CMS waived telehealth restrictions and Rural Health Clinics are allowed to provide distant site telehealth services for the duration of the COVID 19 pandemic. Any Provider working for the Rural Health Clinic within their scope of practice may provide telehealth services with no restrictions on where the service is provided; meaning the Physician or Practitioner may provide the service from their home.

CS Modifiers are being used on all visits related to testing for COVID-19. When using the CS Modifier, Medicare and private insurers will pay 100% of the claim, without any patient due cost sharing.

When submitting claims for Moderna COVID vaccination administration, the procedure code 0011A must be entered for the first dose and 0012A must be entered for the second dose.

An audit performed on one of the contracted nursing homes revealed billing practices were inconsistent with Rural Health Clinic guidelines of face-to-face visits. This issue was corrected and Medicaid was reimbursed on eighty claims.

We are actively creating patient rosters and uploading them to the HRSA COVID-19 Uninsured Program portal for reimbursement.

Quality:

Myriad ACO has moved to DHG and the reporting period is open. Must report on ten measures of thirty randomly selected patients.

State Level Registry (SLR Medicaid report) reporting period is also open for providers to report on all patient measures.

Avoidable ER visits decreased 2% in 2020. The COVID tent and the Chronic Care Management (CCM) program helped to decrease that number.

Areas of concern are post-acute care (Home Health) and Nursing Home re-admission rates.

The Administrative report was given as follows:

Daniel reported that the loan forgiveness application for the \$4.3 Million PPP loan has been completed and submitted and we are awaiting a response. Daniel stated that he completed the application himself and feels good about the loan being forgiven. Congress approved to re-start the PPP allowing some who have already received loans from the program to get a second round of aid. Second loan applicants must have less than 300 employees and they must show that they used all of the money from the first loan in allowable ways.

Daniel reported that the census is increasing and the books should continue to look better. Swingbed days should hit 400 this month.

It was reported that we have given 600 first round Moderna vaccines and will be giving the second round starting this week. We received an additional 200 doses that will be given at the Rural Health Clinic this week. Daniel explained that these doses have all been accounted for but patients are encouraged to call 756-4000 to get on the vaccination list by leaving their name and phone number. Once additional doses are received, patients will be called and given an appointment to get the vaccine.

Daniel reported that he spoke with Jennifer Fulcher, Director, MSDH Office of Immunization, regarding vaccine distribution and NSMC's plan for vaccinating the community.

Sam Miller presented the Quality Assurance Report as follows:

There has been 24,537 negative COVID tests and 3,500 positive COVID tests since March. On Tuesday, 1/26, Sunflower County reported twelve new cases, MS reported 1,452 new cases, and the United States reported 141,691 new cases; this is nearly a 100,000 decrease from last week.

In December, the Emergency Department reported sixty-three COVID positive patients. Of the sixty-three positive patients, 28 were admitted to the hospital; 27 were discharged home; and eight were transferred to another facility.

With no other business to discuss, the Board adjourned at 1:32 P.M., subject to the call of the Chairman.

Billy Joe Waldrup, Chairman

Bobbie Bounds Allen, Secretary