

**CLAREMONT NURSING AND REHABILITATION CENTER
BOARD MEETING MINUTES**

**Monday, July 20, 2015, 10:00 a.m.
Courthouse, Commissioners' Hearing Room**

Present: Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; John Belko, Premier Healthcare Resources; Lynette McCulloch, Finance, Claremont Nursing and Rehab Center (CNRC); Elizabeth Bouch, Human Resources; Helen Schultz, CNRC Marketing; Dana Best, Finance; and Ruth Ann Ciecierski, Recording Secretary.

Call to Order: Commissioner Cross called the meeting to order.

Roll Call: Commissioners Cross, Hertzler and Eichelberger were present.

Public Comment: None

Approval of Minutes:

Commissioner Hertzler moved to approve the June 15, 2015 CNRC Board Meeting and CNRC Review Team Meeting Minutes. Commissioner Cross seconded the motion and it unanimously carried.

Admissions Report – June, 2015:

- **Admissions and Referrals:** Lynette McCulloch reviewed the Summary of Referrals and Admissions Report for June, 2015 (see attached). She reported that there were 78 referrals which resulted in 26 admissions (19 - short-term of which 16 were skilled Med A stay); 25 denials; 13 discharges; and 4 deaths. In reference to the behavioral denials, 9 of those were out-of-county and 4 were in-county (3 were under age 60). There was some discussion on the 3-no beds on the report under Denial Types.
- **Medical Assistance (MA) Approvals:** Ms. McCulloch reported that for the month of June, there were 13 MA approved; 20 MA pending at the County Assistance Office; and 21 pending in-house (see attached).
- **CNRC Staffing:** Ms. Bouch discussed staffing and stated that for next month, they are moving towards a different type of report that will show staff by position number and will be building in the amount of time when filling the positions. She stated they are working very closely with Leisa Spence, Director of Nursing, to come up with different shifts. Currently there are a few 7-3 CNA openings that will probably be filled internally. The 3-11 CNA openings will be filled once the dietary and housekeeping aides graduate from the CNA program. Mr. Belko stated that Joanne Jones will be coming up on July 22, 2015 and she will be working on the final pieces of the operation review. He has arranged a meeting with Ms. Jones to discuss the positions.

Financial Report – June 2015

- **Fund Balance:** Ms. McCulloch reported that the Fund Balance for June 2015 YTD, is showing a loss of \$179,460.30 bringing the fund balance (not counting the endowment) down to \$3,322,657.36 (see attached).
- **Census:** Census for the month of June was above the 266 average census budget for the month by 1.57, which equates to 47 days; however, the mix was not where it needed to be. Medicare was under by 181 days; Private Pay was over by 342; VA was under by 113; Hospice was over by 4; and Commercial Insurance was under by 28, resulting in 47 days over the budget. Census on June 30th is 274 (see attached).
- **Transitions Census/Admissions:** Ms. McCulloch discussed the Transitions Census/Admissions for June, 2015. She reported that they were favorable in the Admissions with 23, compared to a budget of 22. She stated that we may need to adjust some assumptions because the stays are shorter than the original assumption of 30 days. The actual daily census needs to be 21, but currently is 15.90. We are not

maintaining patients as long, but with the turnover being more quickly, we need to increase the number of admissions. There was discussion on the length of stays in the Rehab Center. Chief Clerk Thomas requested for the next meeting, to present a projected formula for the scorecard comparing the old model and looking at what we need to adjust and show what the new model would look like.

- **Financials and Analyticals for June:** Ms. McCulloch reviewed the Financials and Analytical Report for June, 2015 ([see attached](#)). She reported that YTD the Census is still running favorable in the volume, which is \$114,000; however the mix is lower-unfavorable of \$29,000. Nursing Hours Per Patient Day (NHPPD) is 3.49 YTD vs. 3.46 budget.
- **Accounts Receivable (AR):** Ms. McCulloch reviewed the AR report and stated that the main challenge with the AR is the Medicare billing. Premier has suggested they change the intermediary (the software that talks between our system and the Medicare system) and see if there is a better system to allow more user-friendly connections so they can be more successful in the Medicare billing.

Other Business/Discussion:

Intergovernmental Transfer (IGT) Update: Ms. McCulloch discussed an update on the IGT concept for counties that have nursing homes. County Commissioners Association of Pennsylvania (CCAP) will hold a conference call with Pennsylvania Coalition of Affiliated Healthcare and Living Communities (PACAH) and are hoping to have 100% participation with all the counties. The estimated number that Claremont would be required to pay up front would be \$5,400,000 for 024 to 48 hours, then they would get the money back at 100%, and with the IGT payment, would be getting an additional \$1,012,000 in supplemental money. The plan is based on 100% participation and the counties would have to make another decision if they want to do this as a one-time shot or multiple times in one fiscal year. Mr. Belko stated that the State Plan Amendment will go to Medicare sometime in September and will probably come about in early 2016.

Worker's Comp Therapy: Mr. Belko discussed the possibility of the Rehab Center providing physical therapy for employees on workers compensation for possible savings for the County. He stated that Human Resources and the Nursing Home staff will be meeting with a company on August 29, 2015 to discuss a deep tissue machine that would be needed to treat strains, sprains and lower back injuries. Chief Clerk Thomas stated that he would like a presentation provided with anticipated costs or savings and have the Solicitor look it over. Mr. Belko stated that he will provide more information at next month's meeting.

Gallagher Study: Ms. McCulloch discussed the Gallagher Study and how it affected some of the employees' salaries. She reported 29 employees received an increase at the Nursing Home and the RN's went from non-exempt to exempt with a total dollar annual increase of \$143,000 for CNRC (non-bargaining).

Top 2-5 Complaints of Month: Mr. Belko reported on two complaints. The first complaint was from a son, who is living overseas. He sent a check in a letter to his mother who is a resident in the home. The letter got opened and the money got deposited into her account without her knowledge. She complained to social services and they are investigating how this came about and why CNRC would have done this without her permission. Mr. Belko stated that they are looking at the documents she signed when she was admitted to the Nursing Home to see if she gave any permissions.

Another complaint was an anonymous letter sent to the Director of Nursing from a person who was in the process of putting their loved one in a home and they were visiting different facilities. They stated two concerns while visiting Claremont:

1. There was a broken blind in the facility, but didn't tell them where it was. Staff looked all over, but couldn't find it.
 2. The nurse's aids were using their cell phones at the table while feeding residents.
- Mr. Belko stated that they will investigate the issue because there is a cell phone policy that cell phones are to be off when employees are on duty.

Update on any/all significant (reportable) incidents: Mr. Belko reported on three reportable incidents:

1. Resident was found in recliner, tried to transfer herself, fractured three bones in the left lower extremity. She went to the hospital, immediately returned, and has a walking boot.
2. Resident rolled out of low bed, fractured shoulder.
3. Resident fell, hit head, went to the hospital, returned with no injuries.

Transitions Marketing Update: Helen Schultz discussed the video that they were in the process of making for the pharmacies and provider offices to highlight Transitions. She stated that Mark Adams and Chris Sechrist will be looking at the actual locations and then discuss the logistics and the equipment that would be needed to be purchased. She stated that there may be some possible funding that could be used to pay for the video.

Outreach for CNRC:

- Ms. Schultz was asked to speak to the Rotary Club about Transitions specifically.
- CNRC hosted the Mechanicsburg Chamber of Commerce Luncheon for a group of 28 ladies from various businesses and gave them a tour of the facility.
- Ms. Schultz, Mr. Belko and several staff gave a tour to a representative from River Health Accountable Care Organization. The organization coordinates post-acute care discharge to avoid hospital readmission goals. Through that meeting, they learned that they have a preferred group of skilled nursing providers and CNRC would like to see if they could get in that network. The organization will be looking to partner with some facilities on their own and go into a risk sharing arrangement that would start in 2016. Mr. Belko stated that there will be meetings in September to see whether this is something that we would want to do. There is a Physiatrist, Dr. Michael Lupinacci, whose name is connected with therapy in this area and having him technically involved with the CNRC staff would be good. He would be the bridge between the patient and the orthopedic surgeon for the Rehab Center. By having him there, orthopedic surgeons would put a lot more faith in our nursing home than they might with the nursing home down the street, knowing that we have a physical medicine specialist on board seeing their patients. Mr. Belko stated that they have contacted him and have arranged for him to come to Claremont next week for a meeting.

Commissioner Hertzler requested that the Communications Team put together a 15 minute presentation along with the video and go on the road to the six Senior Citizen Centers in Cumberland County to get the word out about Transitions at Claremont.

Adjournment: There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

Ruth Ann Ciecierski
Administrative Assistant