I. Call to Order

II. Approval of June 5, 2013 Minutes (pg. 2-4)

III. Committee Reports
   a. MEC Excerpts (July & August 2013) – Dr. Bourgeois (pg. 5-9)
   b. Administrative Report (August 2013) – Dr. Valliere (pg. 10)

IV. Old Business
   a. NRP Follow-up – Dr. Bourgeois
   b. D&C and Sedation in ED Follow-Up – Dr. Bourgeois/Dr. Hess

V. Announcements
   a. New Physician Welcome Dinner:
      September 12th at 5pm
      National Czech & Slovak Museum

VI. Next Meeting Wednesday, October 2, 2013, 0700 in Mercy Neuhaus Board Room

VII. Adjournment
**Meeting Minutes for:** OB/Gyn Department Meeting  
**Chair:** Dr. Bourgeous / **Recorder:** Heather Vasquez  

**Date:** June 5, 2013

**Present:** Drs. Abernathy, Bourgeous, Brown, Bussewitz, Driscoll, Eid, Hess, McCarron, JK Olson, Joy Olson, Piehl, Rexroth, and Zhang. Also present: Dr. Valliere and Heather Vasquez.

<table>
<thead>
<tr>
<th>Discussion/Leader</th>
<th>Expected Result</th>
<th>Content/Agenda Item</th>
<th>Meeting Notes/Decisions/Actions or Assignments</th>
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<tbody>
<tr>
<td><strong>CALL TO ORDER</strong></td>
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<tr>
<td>Dr. Bourgeous</td>
<td>Action</td>
<td>Call to Order</td>
<td>Dr. Bourgeous, called this regularly scheduled meeting of the OB/Gyn Department of Mercy Medical Center, a peer review committee, to order at 0705.</td>
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<tr>
<td><strong>APPROVAL OF MINUTES</strong></td>
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<tr>
<td>Dr. Bourgeous</td>
<td>Action</td>
<td>Approval of April 3, 2013 minutes.</td>
<td>The minutes were reviewed and approved as distributed.</td>
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<tr>
<td><strong>QUALITY ASSESSMENT &amp; IMPROVEMENT REPORTS</strong></td>
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<td><strong>COMMITTEE REPORTS</strong></td>
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<tr>
<td>Dr. Bourgeous</td>
<td>Information</td>
<td>Medical Executive Committee (May &amp; June 2013)</td>
<td>Included in packets.</td>
</tr>
<tr>
<td>Dr. Valliere</td>
<td>Information</td>
<td>Administrative Report (May/June 2013)</td>
<td>Dr. Valliere noted the Bylaws were approved by the medical staff and will be presented to the Board on June 20. Work continues to upgrade the physician website. Also noted EPIC is now live, please contact Dr. Valliere or Dr. Hilliard with any questions or concerns.</td>
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**OLD BUSINESS**
Meeting Minutes for: OB/Gyn Department Meeting  
Chair: Dr. Bourgeois / Recorder: Heather Vasquez  
Date: June 5, 2013

<table>
<thead>
<tr>
<th>Dr. Bourgeois</th>
<th>Discussion/Action</th>
<th>NRP Requirement</th>
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<td>The proposal to remove the NRP requirement for physicians attending deliveries was not approved at the June MEC meeting. NRP certification will continue to be required and a 90 day grace period was approved for current lapsed certifications. There was much discussion including creating a shortened NRP course, pediatrics at delivery, and the conflict resolution process. <strong>Action:</strong> Group voted to pursue the conflict resolution process to overturn MEC’s decision.</td>
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**NEW BUSINESS**

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<thead>
<tr>
<th>Dr. Bourgeois</th>
<th>Discussion/Action</th>
<th>2014 Meeting Planning</th>
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<tbody>
<tr>
<td></td>
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<td>Group reviewed meeting dates for 2014. Meetings will be held on 2/5, 4/2, 6/4, 10/8, and 12/3. Dr. Bourgeois will remain chair and Dr. Piehl vice chair.</td>
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<thead>
<tr>
<th>Dr. Bourgeois</th>
<th>Discussion/Action</th>
<th>Sedation Policy Memo</th>
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<tbody>
<tr>
<td></td>
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<td>Group reviewed updates to moderate sedation credentialing. A simulation lab has been created to assist Physicians in recredentialing. <strong>Action:</strong> Contact Dr. Chris Walsh with questions or to schedule a training session.</td>
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<tr>
<th>Dr. Hess</th>
<th>Discussion/Action</th>
<th>D&amp;C and Sedation in the Emergency Department</th>
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<td>Group discussed the need for guidelines in the Emergency Department regarding D&amp;Cs and sedation. <strong>Action:</strong> Drs. Bourgeois and Hess will meet with Dr. Aucutt to discuss concerns and recommendations. Updates will be brought to the next meeting.</td>
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### Meeting Minutes for: OB/Gyn Department Meeting

**Chair:** Dr. Bourgeois  /  **Recorder:** Heather Vasquez  

**Date:** June 5, 2013  

**Start Time:** 0700

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<tr>
<th>Adjournment &amp; Next Meeting:</th>
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<tr>
<td>Dr. Bourgeois</td>
<td>The next meeting will be held on Wednesday, August 7, 2013 @ 0700 in Mercy Neuhaus Board Room.</td>
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<tr>
<td>Information</td>
<td>With there being no further business, the meeting adjourned at 0735.</td>
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Respectfully submitted by,  
Brandon Bourgeois, MD
Introduction of First Year Residents
The first-year family medicine resident physicians from the Cedar Rapids Medical Education Foundation were present and introduced to the Medical Executive Committee by Robert Beck, MD. Following the introductions the resident physicians were excused from the meeting.

Review of Department Minutes
Dr. Baustian reviewed the department meeting minutes for Cardiovascular Medicine, Dental, Emergency Medicine, Internal Medicine, OB/Gyn and Psychiatry. There were no action items for the Medical Executive Committee.

Administrator’s Report
Mr. Charles drew attention to the Administrative Report included in the agenda packet:

Dr. Timothy Quinn has accepted the newly created position of Chief of Clinical Operations (CCO), overseeing hospital and clinical operations for the Mercy system in addition to continuing his leadership role for our MercyCare clinics as President of MercyCare Management. This position serves to deepen our coordination with MercyCare Community Physicians within Mercy, and will replace the Chief Operating Officer (COO) position at Mercy Medical Center.

Reporting to Dr. Quinn in his new position will be:
- Cynthia Lewis, Interim Senior Vice President & Chief Nursing Officer (currently being recruited)
- Jeff Cash, Senior Vice President & Chief Information Officer
- Dr. Mark Valliere, Senior Vice President & Chief Medical Officer
- Dr. Brad Archer, Executive Medical Director, MercyCare Community Physicians
- Annette Stanton, Vice President of Finance & Continuous Improvement, MercyCare Community Physicians
- Molly Flynn, Director of MMC Clinics
- Leslie, Schwarting, Senior Director of Physician Collaboration

Mr. Charles also provided highlights from the recent Board of Trustees retreat including information and updates on the ACO, Epic, Initiatives underway to build relationships with local businesses, Hall Perrine Cancer Center, Trauma Surgery and certification, Physician Leadership Council and University of Iowa Hospital and Clinics initiatives.

Mr. Charles also provided a brief summary of the hospital’s fiscal year closing, contributing factors and anticipated future environment.
Credentials Committee
The Credentials Committee meeting report of June 18, 2013 was given.

The following physicians were recommended for membership and privileges:

- D. Brent Carter, DO – Anesthesia joining Linn County Anesthesiologists.
- Salman Mehboob, MD – Cardiovascular Medicine providing coverage for Mercy Cardiology Clinic.
- Usha Renganathan, MD – Family Medicine joining Hospitalist Medicine Physicians of Linn County.
- Bradley Archer, MD – Internal Medicine department joining Mercy Physician Services.
- Eduardo Celis, MD – Internal Medicine department joining MercyCare Pulmonology and Intensive Care.
- Shweta Diwakar, MD – Internal Medicine joining Hospitalist Medicine Physicians of Linn County.
- Vijaya Gogineni, MD – Internal Medicine/Pulmonology joining Internists PC.
- Walter Lawrence, MD – Surgery/Plastic Surgery joining Mercy Medical Center General Surgery Clinic.

Allied Health Practitioner, Credentialed Applications (Category I ARNP) Applications:

- Rhonda Bridgewater, ARNP – Cardiovascular Medicine
- Jennifer Lee, ARNP – Cardiovascular Medicine
- Anne Nugent, ARNP – Cardiovascular Medicine
- Joni Henderson, ARNP – Family Medicine
- Bonnie Seely, ARNP – Family Medicine/Palliative Care
- Teresa Coker, ARNP – Internal Medicine/Hospitalist
- Stephanie Hoenig, ARNP – Family Medicine/Hospitalist
- Sarah Schloss, ARNP – Internal Medicine/Hospitalist

Employed Surgical Assistant Applications:

- Clayton Black, Surgical Technologist – ENT/Eye/Plastics
- Sandra Cain, RN – ENT/Eye/Plastics
- Staci Gregorich, Surgical Technologist – ENT/Eye/Plastics
- Susie Kraciun, Surgical Technologist – ENT/Eye/Plastics
- Olivia Mikarovski, Surgical Technologist – ENT/Eye/Plastics
- Lisa L. Smith, RN – ENT/Eye/Plastics
- Jenni Bex, RN – Gen/Gyn/Uro
- Leslie Boots, Surgical Technologist – Gen/Gyn/Uro
- Sharon Buhr, RN – Gen/Gyn/Uro
- Dennis Colston, Surgical Technologist – Gen/Gyn/Uro
- Mary French, RN – Gen/Gyn/Uro
- Michelle Holten, RN – Gen/Gyn/Uro
- Kristin Karkosh, Surgical Technologist – Gen/Gyn/Uro
The committee accepted the resignations of Michelle Hocking, MD – OB/Gyn.

The committee recommended the revisions to the Pediatrics delineation of privileges included with the agenda packet.

The committee reviewed the Podiatry delineation of privileges included with the agenda packet and accepted the department’s recommendation of no changes to these requirements.
The committee recommended the draft Cervical Artificial Disc Implantation privilege criteria included with the agenda packet.

The committee recommended the revisions developed by a multidisciplinary group including interventional cardiology, interventional radiology and vascular surgery to the Cervicocerebral Arteriography privilege criteria included with the agenda packet.

The committee recommended the revisions developed by a multidisciplinary group of cardiologists and radiologists to the Coronary CT Angiography privilege criteria included with the agenda packet.

The committee recommended the revisions developed by a multidisciplinary group including interventional cardiology, interventional radiology and vascular surgery to the Peripheral Angiography and Peripheral Vascular Interventions privilege criteria included with the agenda packet.

The committee recommended the revisions developed by a multidisciplinary group including interventional cardiology and vascular surgery to the Peripheral Venous and Arterial Vascular Ultrasonography privilege criteria included with the agenda packet.

The committee reviewed the summary report of the FPPE conducted in 2nd quarter 2013 and their respective department chair recommendations. No quality issues were identified.

The committee recommended to grant Andrew Nowell, MD full computer-enhanced laparoscopic surgery privileges.

The committee discussed recent recommendations regarding tracheostomy privileges, the differences in the patient care requirements of elective and emergent cases and the current work that is being done with the surgery department’s delineation of privileges.

**Bylaws Committee**
Dr. Baustian reported that the Board of Trustees has voted to accept the proposed revisions to the Medical Staff Bylaws.

It was approved to destroy the voting ballots.

Dr. Baustian reviewed the legal expenses incurred for the revisions. He reported that funding for future expenses for the legal review by the Medical Staff of the Medical Staff Rules and Regulations will be the sole responsibility of the Medical Staff.

**Peer Review Committee**
Dr. Baustian reported from the Peer Review Committee meeting of June 20, 2013. Various peer review models were reviewed. The committee decided to stay with the current model, meet on a more regular basis, and begin reviewing quality data. Meeting frequency and actual data to be reviewed will be determined at a later time.
Other Committees
Dr. Baustian reviewed the committee meeting minutes for IRB Cancer, IRB General, Medical Director Council, Medical Education and Trauma. There were no action items for the Medical Executive Committee.

Quality, Safety & Clinical Outcomes
Dr. Valliere reviewed the Monthly Performance Scorecard included with the agenda packet.
• Raw Mortality Rate and Risk Adjusted Mortality Index are rising. He encouraged physicians to evaluate patients on comfort care measures for possible suitability for hospice care.
• One Serious Reportable Event occurred in May, involving a wrong site surgery. A root cause analysis was conducted and the recommended process changes will be brought before the committee at a future date.
• He encouraged physicians to use both the ICC and Pneumonia order sets for their patients with pneumonia admitted to the ICC. This will ensure that the antibiotics recommended by core measures are utilized.
• He explained that only metoprolol succinate is viewed as an acceptable drug for Heart Failure core measures. Metoprolol tartrate has not been through the same rigorous testing and does not count on the core measures.

Dr. Valliere reviewed the Value Based Purchasing Clinical Process Measures report included in the agenda packet and spoke briefly regarding the various programs adopted by nursing to raise HCAHPS scores.

Medical Staff Secretary/Treasurer Nominees
Dr. Baustian reported a nomination for Matthew Anderson, MD as Medical Staff Secretary/Treasurer. There were no other nominations from the committee. The committee approved Matthew Anderson, MD as Medical Staff Secretary/Treasurer.

Massive Transfusion Protocol
The committee approved the Massive Transfusion Protocol and suggested revisions included in the agenda packet.

Contracted Services List
Dr. Baustian reviewed the Contracted Clinical Services list included with the agenda packet. These are contractors that provide patient care services that are not evaluated through existing Medical Staff or Human Resources processes within the organization. He asked for feedback or concerns regarding their performance. No concerns were noted among the group. The committee approved to recommend continuation of services.

Electronic Meeting Materials
Dr. Baustian spoke to the committee regarding possible future use of online meeting materials. This future model will allow for viewing materials in advance of meetings while maintaining security and confidentiality.
Organizational Restructure:

Dr. Timothy Quinn has accepted the newly created position of Chief of Clinical Operations (CCO), overseeing hospital and clinical operations for the Mercy system in addition to continuing his leadership role for our MercyCare clinics as President of MercyCare Management. This position serves to deepen our coordination with MercyCare Community Physicians within Mercy, and will replace the Chief Operating Officer (COO) position at Mercy Medical Center.

Dr. Quinn brings an extraordinary and unique set of skills and expertise to his new role. In addition to earning his MD from the University of Iowa, Dr. Quinn also holds an MBA, which will provide our organization with a unique and balanced perspective. He has also held numerous key leadership positions at Mercy and within the local medical community, including serving as President of MercyCare Community Physicians, President of the Linn County Medical Society and numerous medical directorships. Dr. Quinn will continue to practice and maintain his direct understanding and care of patients.

Dr. Quinn also actively serves on a number of boards and committees, including as a board member of: the Iowa Medical Political Action Committee; the Iowa Healthcare Collaborative Physician Advisory Committee; and the Iowa Healthcare Collaborative Committee on Medical Home Development. He has also been instrumental in our work with the University of Iowa Health Alliance and our Accountable Care Organization (ACO).

Physician Website – A new Provider website has been launched, and is being populated with new information weekly. Go to www.p.mercycare.org, to obtain meeting minutes, EPIC information and numerous other resources. Check it out!

Fiscal Updates - 4 out of the top 5 projects that are in the “pending budget” were those that physicians ranked as the highest need for the organization. Your input was critical to the process. Thank you!! To learn more, please stop by the Medical Staff Office.

EPIC Support - Now that we are post go-live, we are in the process of hiring a full time EPIC support person for physicians and mid-level providers. Interviews are in process, and contact information will be sent out as soon as the individual has been named.

Medical Home Designation - Congratulations to the MercyCare Community Physicians’ clinics. The National Committee for Quality Assurance (NCQA) have provided Patient Centered Medical Home recognition. MercyCare is the largest system in the state of Iowa to receive such recognition.

Save the Date - Sept. 12th will be the New Physician Dinner. Watch for details coming soon!