

# Medical Staff Update

December 2014

## Medical Record Suspension Enforcement Begins

Due to the Meditech conversion, a hold was placed on the Medical Record Suspension process to allow time to fix any glitches in the system that might create discrepancies in the suspension process. Enforcement will begin Dec. 1. The new enforcement process will involve the following:

### 14 Days Chart Completion

The medical record will be completed within 14 days of discharge. Failure to complete the medical record within 14 days will result in an administrative suspension.

### Fines Enforcement as Defined in General Rules and Regulations

Fines/penalties will be instituted as follows:

- At the accumulation of 30 days of suspension, a \$500 fine will be assessed
- At the accumulation of 60 days of suspension, the physician's automatic resignation will be accepted. The physician will be required to reapply to the medical staff and pay the \$600 application fee and a \$2,000 fine.

"We understand the challenges in trying to complete the Medical Record in a timely fashion to ensure compliance with regulatory requirements, Medical Staff Bylaws and General Rules and Regulations," stated James Benoit, MD, Chief of Staff, in a recent letter to all physicians. "The main purpose of complete and accurate patient record documentation is to foster quality and continuity of care. It creates a means of communication among providers and between providers and patients about health status, preventive health services, treatment, planning, and delivery of care."

Questions? Please contact Kathy Fitzgerald, RHIA, Director Health Information Management, at (714) 992-3918.

## Time-Out Video Requirement

To reinforce the importance of Crew Training, a video was created demonstrating the proper time-out procedures. All surgeons, anesthesiologists and physicians performing procedures are required to view the video and complete the post-test by Dec. 31. The Time-Out video has been assigned to your learning queue in Healthstream. The video can be completed anytime, anywhere, as long as you have an internet connection.

- To access the video, go to: [healthstream.com/HLC/sjhsca](http://healthstream.com/HLC/sjhsca)
- Login with your user ID: medical license number and password: comply

For questions or assistance, please call Medical Staff Services at (714) 446-5751.

## Are We Prepared for Ebola?

Please visit the Medical Staff website at [sjmedstaff.org](http://sjmedstaff.org) to view slides on St. Jude's Ebola Preparedness Plan. Ebola Training is available on Healthstream at [www.healthstream.com/HLC/sjhsca](http://www.healthstream.com/HLC/sjhsca)

User ID: Medical License # Password: comply

## The Northwest Tower Opens its Doors

Nearly 1,500 community members attended the opening of the Northwest Tower (NWT) on Saturday, Nov. 8, and the excitement was palpable as employees, managers and physicians demonstrated many of the tower's advanced capabilities, from the unique features of the private patient rooms to the robotic technology.

A week later, patients started filling the beds and surgeries began in the tower's state-of-the-art surgical floor – and the response from patients, families and staff has been ecstatic.

The beautifully-designed 200,000 square foot tower offers one of the state's most sophisticated clinical settings and incorporates dozens of evidence-based practices to maximize healing. Built at a cost of \$255 million, the NWT was completed five months early and more than 40 percent under budget. It is considered a model of best practices in the use of virtual design and construction, including using Building Information Management (BIM) software 3D, 4D and 5D to successfully tie the project to constructability, cost and schedule.

## Welcome New Physicians

*Babar Saeed, MD*  
Provisional/Observation Staff  
Internal Medicine

## Please note:

The meeting calendar will be dark for December. Department meetings will resume in January.



## Save the Date: Medical Staff Holiday Party Dec. 21

All members of the Medical Staff and a guest are invited to celebrate the holidays on Sunday, Dec. 21, aboard a Hornblower Cruise in Newport Beach. Enjoy fireworks, dancing and dinner amid the elegance of the three-story yacht Endless Dreams on the last day of the Newport Beach Harbor Boat Parade. Please contact Medical Staff Services at (714) 446-5751 for early registration.

