



Health Facility Plan Review Process Improvement Team July 12, 2018

Final Summary

The Plan Review Process Improvement Team held its 18th and 19th sessions to conclude the work that began in February 2015. The team reviewed project data, considered whether the original improvement goal had been met, and agreed to dissolve the team. OSDH will now focus on internal process improvement measures, including rule revision, recruitment, and retention.

In essence, the improvement project goal was to decrease the amount of time it took OSDH to process architectural plans. OSDH worked with various stakeholders including facilities, architects, and the Hospital Association. Over the course of 19 meetings spanning over three years, the goal has been accomplished and this workgroup will dissolve after a brief meeting today.

The success experienced to reduce workload and increase plan processing times is due in part to the self-certification process now in place. Approximately 20 self-certification projects are underway, which leaves more time for staff to meet prescribed turnaround times.

Data indicate that the long turn-around time does not currently stem from OSDH processing times. The length of time involved varies due to the number of times a project is submitted before it meets approval, the length of time an applicant takes to revise the plan to meet approval, and the time to construct the facility for site inspection. As this workgroup closes, the need for further improvement is evident in Oklahoma Administrative Code and in staff recruitment and retention.

- OSDH may be able to affect the number of times drafting and submission is required by clarifying requirements of medical facility construction. To provide clarity, an editorial rule revision is necessary. Nearly 200 pages of outdated code remain in the OAC (these rules were replaced with the adoption of the 2014 FGI guidelines, but were not deleted with the rule revision). The number of resubmissions necessary may be due in part to the confusion created by rules in need of editorial revision.
- The recruitment and retention of qualified staff is a concern. The promotion of positions and the necessary qualifications of the applicant are two things that might help us address this issue.

Medical Facilities Services will continue to work on these two aspects internally by employing the assistance of subject matter experts (program area manager and human resource director). To review data points related to the progress of this group, please see the meeting summary of the March 20, 2018 meeting. You may direct questions to planreview@health.ok.gov.

In attendance on June 19, 2018 were: Craig Jones and LaWanna Halstead, Oklahoma Hospital Association; Dwayne Robinett, HFG Architecture; David Foss, Integris; and Julie Myers and Evan Norton, OSDH.

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