



Oklahoma State Department of Health
Creating a State of Health

**Health Facility Plan Review Process Improvement Team
January 9, 2017**

Meeting Notes

In Attendance: Kiersten Hamill, Kari Holder, Walt Joyce, Ryan Bader, Danny Coats, David Wright, Brian Guenther, Connie McFarland, Anne Roberts, Mary Daniel, Kenyon Morgan, David Foss, Joyce Clark, John Larson, Lindie Slater, Patrick Gaines, Craig Jones, LaWanna Halstead, Roger Knak, Cliff Yoder, Terri Cook, Brandon Bowen, Lee Martin, Henry Hartsell, Barry Steichen, Jake Henry Jr., Ginger Thompson and Crystal Rushing.

Documents from meeting:

- 1) Welcome and Introductions – Ginger Thompson
 - Ginger welcomed everyone to the meeting. Introductions were made around the room.
- 2) Ground Rules for team discussions - Ginger reminded everyone of the ground rules.
 - Turn electronics to silent, leave the room to text or talk on phone
 - No weapons
 - Frequent breaks
 - One person talks at a time
 - Stay on topic
 - Disagree respectfully
 - State solution focused
 - “Knock-knock” rule – anyone can call for a pause in the meeting
 - Trust the QI process
- 3) Recap of project to date and review October 21, 2016 executive summary
 - No changes noted.
- 4) Approve notes from October 21, 2016 Meeting
 - No changes noted.
- 5) Discussion of proposed rule amendments
 - a. OAC 310:667, Hospital Standards

There was some discussion about exception waivers and using the FGI guidelines vs. 667. David Foss asked if it is the intent to use one or other in its entirety. Lee answered yes.

 - What documents will be required by the state? How will it be enforced? (David Foss)
 - Connie McFarland stated she would like to suggest using the FGI guidelines in its entirety.
 - When will documentation be required?
 - What format should it take?
 - David Foss proposed to spend some time working together over the next year to make sure what the requirements will be and move into the 2018 guidelines.
 - How will that affect timing of current projects in process?
 - Ginger asked the group how they would like to proceed, what would make them more comfortable in the transition moving forward.
 - Standardization
 - Templates
 - Public training events
 - Will consultations take away from current processes?



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- Fees are reasonable
 - In favor of adopting the whole document – FGI Guidelines (3)
 - Self-certification doesn't seem clear; fee is not an extra fee. It is not in addition to regular fees. This may not be clear
- b. OAC 310:615, Ambulatory Surgical Centers
 - Question of consistency
 - Chapter 2 deals with hospitals. How will this be approached?
 - c. OAC 310:675, Nursing and Specialized Facilities
 - Waiver process refers to new guidelines
 - List of waivers kept
 - Physical plan regulations need to be updated
 - d. OAC 310:663, Continuum of Care and Assisted Living
 - Are we not changing life safety code?
 - Consistency issues
 - e. OAC 310:680, Residential Care Homes
- 6) Discussion of timetable for rule adoption (Hank Hartsell and Lee Martin)
 - Hank stated the comment period ends January 17th. The comments are being collected and compiled for the next Hospital Advisory Council meeting which is January 26th. Then the comments will go to the Board of Health for review at the February 14th meeting.
 - 7) Data updates
 - No updates at this time. OSDH is still working on updates for the next meeting.
 - 8) Updates on next steps and critical questions
 - Ginger went over the critical questions/barriers from the last meeting.
 - 9) New barriers and critical questions
 - Does the state statute allow for self-certification?
 - Verify – Does life safety code survey apply to assisted living?
 - 10) Discuss next steps
 - Will generate a common document from this meeting and will distribute by Friday, January 13th.
 - Public hearing is at 10:00 am on January 17th at OSDH, Room 1102
 - Long Term Care Advisory Board meeting is on January 11th.
 - OSDH will distribute public hearing results.
 - Crystal will send out meeting request for the 3rd or 4th Friday of the month in March, 2017.
 - 11) Upcoming meeting dates
 - March, 2017 – 3rd or 4th Friday of the month
 - 12) Adjourn