

**BUTLER COUNTY PUBLIC HEALTH NURSING SERVICE  
COURTHOUSE, BOX 325  
ALLISON, IA 50602**

Telephone (319) 267-2934

**ADVISORY COMMITTEE MINUTES  
April 12, 2016**

Advisory Committee Members Present: Mitch Nordmeyer, Joyce Dickes, Larry Backer, Dr, Lindstrom, Deb Gayer  
Others Present: Jennifer Becker, Misty Kroeze, Tammy Fleshner

The regular meeting was called to order at 4:00 p.m. at the Board of Supervisors Meeting Room by Mitch Nordmeyer. Larry Backer made a motion to approve the agenda as presented, and this was seconded by Deb Gayer. Motion carried.

Deb Gayer made a motion to approve the previous meeting's minutes, and this was seconded by Joyce Dickes. Motion carried.

The Home Health Update was presented by Jennifer Becker. Since 2-22-16, we have had 36 admissions: 14 Medicare, 17 Medicaid, 1 Private Insurance, 2 Private Pay and 1 VA. Referral sources are hospitals, physicians, and nursing homes. The most common diagnoses include congestive heart failure, chronic obstructive pulmonary disease and pneumonia. Some interesting cases include an IV antibiotic case on a teen with an abdominal abscess and a set of premature twins. 23 Discharges have been done: 20 Goals Met, 2 Nursing Home Admission, and 1 Moved to Another Area. There was 1 refusal of care during this timeframe. Pt was refused care due to safety concerns for the staff. In total, we have made 292 Skilled Nursing Visits, 332 HCA visits and 267 HCA Hourly, 12 Physical Therapy, 8 Occupational Therapy and 0 Speech Therapy visits.

The chart audit was completed in January for the last quarter of 2015. The audit results were very good with three charts having 1 visit each that were not locked within the 5 day window. All other items audited are being charted correctly.

The next 25 patient care policies were emailed to the committee prior to the meeting. Five policies were removed because they are no longer valid due to changes in rules/regulations or due to the use of an electronic medical record. Larry Backer made a motion to approve the policies as presented, and this was seconded by Joyce Dickes. Motion carried. The policies that were approved are:

- Medication Administration Error
- Adverse Medication Reaction
- First Dose Medication Therapy
- Controlled Substances
- Home Care Aide Care Plan
- Home Care Aide: Assignment
- Home Care Aide: Documentation
- Obtaining and Renewing DNR Orders
- Discontinuation of Life-Sustaining Treatment
- Client Discharge Process
- Voluntary Informed Consent
- Discharge Summary
- Client Transfer
- Clinical Record Removal
- Record Retention

Misty made a presentation at the Greene Senior Center during their noon meal. She presented on radon detection. Lonna continues to make monthly presentations at the Greene Senior Center.

The next meeting will be scheduled for Tuesday, June 14, 2016 at 4:00 p.m. The meeting was adjourned.

Submitted by Tammy Fleshner

