



**SIERRA VISTA HOSPITAL
GOVERNING BOARD MEETING**

**Elephant Butte Lake RV
Resort Center
9-26-23**

TABLE OF CONTENTS

Agenda.....	GB 1-4
August 22, 2023 Regular Minutes.....	GB 5-10
August Financial Analysis.....	FC 5
Key Statistics August.....	FC 6
Statistics by Month.....	FC 7
12 Month Statistics.....	FC 8
Detailed Stats by Month.....	FC 9-10
August Volume Trends.....	FC 11
August Income Statement.....	FC 12
Income Statement by Month.....	FC 13
12 Month Income Statement.....	FC 14
August Balance Sheet.....	FC 15
Balance Sheet by Month.....	FC 16
August Financial Trends.....	FC 17
Medicare Reserves report.....	FC 18
OP Consent Form.....	BQ 35-38
Human Resources Report.....	GB 11-14
CNO Report.....	GB 15
CEO Report.....	GB 16-20

Closed session items will be handed out in closed session.

**AGENDA
SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING**

September 26, 2023

12:00pm

**Elephant Butte Lake RV
Event Center**

MISSION STATEMENT: Provide high quality, highly reliable and medically proficient healthcare services to the citizens of Sierra County.

VISION STATEMENT: Become the trusted, respected, and desired destination for the highest quality of healthcare in the state of New Mexico; exceed compliance and quality expectations and improve the quality of life for our patients and community.

VALUES: Stewardship. Honest. Accountable. Respect. Professional. Kindness. Integrity. Trust. (SHARP KIT)

GUIDING PRINCIPLES: High quality for every patient, every day.

TIME OF MEETING: 12:00pm

PURPOSE: Regular Meeting

**ATTENDEES:
GOVERNING BOARD**

COUNTY

Kathi Pape, Vice Chair
Serina Bartoo, Member
Shawnee R. Williams, Member

ELEPHANT BUTTE

Katharine Elverum, Member
John Mascaro, Member

CITY

Bruce Swingle, Chairperson
Jesus Baray, Member
Greg D'Amour, Member

EX-OFFICIO

Frank Corcoran, CEO
Amanda Cardona, VCW
John Mascaro, City Manager, EB
Amber Vaughn, County Manager
Angie Gonzales, City Manager, TorC
Jim Paxon, JPC Chair

VILLAGE of WILLIAMSBURG

Denise Addie, Member, Secretary

SUPPORT STAFF:

Ming Huang, CFO
Lawrence Baker, HR Director
Sheila Adams, CNO
Heather Johnson, HIM Mgr.,
HIPAA
Zachary Heard, Operations
Mgr., Compliance

Ovation:

Erika Sundrud
David Perry

AGENDA ITEMS	PRESENTER	ACTION REQUIRED
1. Call to Order	Bruce Swingle, Chairperson	
2. Pledge of Allegiance	Bruce Swingle, Chairperson	
3. Roll Call	Jennifer Burns	Quorum Determination
4. Approval of Agenda	Bruce Swingle, Chairperson	Amend/Action
“Are there any items on this agenda that could cause a potential conflict of interest by any Governing Board Member?”		
5. Approval of minutes A. August 22, 2023 Regular Meeting	Bruce Swingle, Chairperson	Amend/Action
6. Public Input – 3-minute limit		Information
7. Old Business- None	Bruce Swingle, Chairperson	Report/Action
8. New Business- None		
9. Finance Committee- A. August Financial Report	Ming Huang, CFO	Report/Action
10. Board Quality- Denise Addie, Chairperson A. Med Staff 1. Policy Review *OP Consent Form Revision	Sheila Adams, CNO	Report Action
11. Administrative Reports A. Human Resources B. Nursing Services C. CEO Report D. Governing Board	LJ Baker, HR Director Sheila Adams, CNO Frank Corcoran, CEO Bruce Swingle, Chairperson	Report Report Report Report

Motion to Close Meeting:

12. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2,7,9 including credentialing under NM Review Organization Immunity Act, NMSA Section 41-2E (8) and 41-9-5 the Governing Board will vote to close the meeting to discuss the following items:

Order of business to be determined by Chairperson:

10-15-1(H) 2 – Limited Personnel Matters

A. Privileges
60-Day Temporary to Provisional
Laurentine Uwamahoro, CNP
Peter Razma, MD
Andrew Costin, CRNA

Frank Corcoran

RadPartners Initial
Michael Hovsepian, MD

RadPartners Reappointment
Lance Dell, MD - **Approved with 6-month period of FPPE (external peer review)**
Patrick D. Kelly, MD

B. Behavioral Health Provider Contract

Frank Corcoran

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation
A. Risk Report

Heather Johnson

**10-15-1 (H) 9 – Public Hospital Board Meetings-
Strategic and long-range business plans**
A. Ovation Team Report to Board
B. Executive Dashboard
C. QAPI Plan FY24
D. Board Self-assessment
E. Office Space

Erika Sundrud and Guests
Frank Corcoran, CEO
Sheila Adams, CNO
Bruce Swingle, Chairperson
Frank Corcoran, CEO

Roll Call to Close Meeting:

13. Re-Open Meeting – As required by Section 10-15-1(J), NMSA 1978 matters discussed in executive session were limited only to those specified in the motion to close the meeting.

10-15-1(H) 2 – Limited Personnel Matters
A. Privileges
60-Day Temporary to Provisional
Laurentine Uwamahoro, CNP
Peter Razma, MD
Andrew Costin, CRNA

Action

RadPartners Initial
Michael Hovsepian, MD

RadPartners Reappointment
Lance Dell, MD
Patrick D. Kelly, MD

B. Behavioral Health Provider Contract

Report/Action

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation

A. Risk Report

Report

**10-15-1 (H) 9 - Public Hospital Board Meetings-
Strategic and long-range business plans**

A. Ovation Team Report to Board

Report

B. Executive Dashboard

Report

C. QAPI Plan FY25

Report/Action

D. Board Self-assessment

Report/Action

E. Office Space

Report/Action

14. Other

Discussion

Next Regular Meeting- October 24, 2023

15. Adjournment

Action

**SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING MINUTES**

August 22, 2023

12:00pm

**Elephant Butte Lake RV Resort
Event Center**

1. The Governing Board of Sierra Vista Hospital met August 22, 2023, at 12:00 pm at Elephant Butte Lake RV Resort Event Center for a regular meeting. Bruce Swingle, Chairperson, called the meeting to order at 12:00.

2. Pledge of Allegiance

3. Roll Call

GOVERNING BOARD -----

SIERRA COUNTY

Kathi Pape, Member – Present
Serina Bartoo, Member – Present
Shawnee R. Williams, Member – Present

CITY OF T O R C

Bruce Swingle, **Chairperson** – Present
Jesus Baray, Member- Present
Greg D’Amour, Member- Present

VILLAGE OF WILLIAMSBURG

Denise Addie, **Secretary** – Present

GUEST:

Erika Sundrud, Ovation

ELEPHANT BUTTE

Katharine Elverum, Member – Present
John Mascaro, Member- Present

EX-OFFICIO

Amanda Cardona, Clerk VofW- Present
John Mascaro, City Manager EB- Present
Amber Vaughn, County Manager
Angie Gonzales, City Manager
Jim Paxon, JPC Chairperson- Present

STAFF

Frank Corcoran, CEO- Present
Ming Huang, CFO- Present
Sheila Adams, CNO- Excused
LJ Baker, HR Director- Excused
Heather Johnson, HIM Mgr., Present
Zach Heard, Operations Manager, Present

There is a quorum.

NOTE: Sheila Adams and LJ Baker will not be attending today’s meeting as the DOH is onsite at the hospital conducting a survey. The Nursing Services and Human Resources reports will be tabled.

**SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING MINUTES**

4. Approval of Agenda

Bruce Swingle, Chairperson

Serina Bartoo motioned to approve the agenda. John Mascaro seconded. Motion carried unanimously.

“Are there any items on this agenda that could cause a potential conflict of interest by any Governing Board Member?”

None

5. Approval of minutes

Bruce Swingle, Chairperson

A. July 25, 2023 Regular/ Annual Meeting

Kathi Pape motioned to approve the July 25, 2023 minutes. Denise Addie seconded. Motion carried unanimously. Serina Bartoo abstained from the vote.

6. Public Input –

None

7. Old Business-

Bruce Swingle, Chairperson

A. Bylaws Approved by JPC

Bruce Swingle stated that the bylaws were approved by the Joint Powers Commission as presented. The JPC stressed that terms that expire on June 30th / July 1 will remain vacant until a reappointment or new appointment is made by the entity that has the vacancy to fill. The recording secretary of the Governing Board will notify the JPC of all vacancies each year by May of that year.

Greg D’Amour motioned to accept the bylaws as approved by the JPC. Katharine Elverum seconded. Motion carried unanimously.

8. New Business-

A. Election of Officers

Bruce Swingle, Chairperson

1. Chairperson

Katharine Elverum nominated Bruce Swingle for Chairperson. Kathi Pape seconded. The vote was unanimous. Bruce Swingle abstained from the vote. There were no other nominations.

2. Vice Chairperson

Katharine Elverum nominated Kathi Pape for Vice Chairperson. Denise Addie seconded. The vote was unanimous. Kathi Pape abstained from the vote. There were no other nominations.

3. Secretary

Kathi Pape nominated Denise Addie for Secretary. Shawnee Williams seconded. The vote was unanimous. Denise Addie abstained from the vote. There were no other nominations.

B. Secretaries report on Conflict of Interest Statement

Denise Addie, Secretary

NOTE- The audio on the recording was inaudible for Denise’s report. Jennifer Burns sent Denise Addie the conflict-of-interest reports that had been received at the time. John Mascaro and Serina Bartoo’s were the only two missing.

C. Committee Appointments

Bruce Swingle, Chairperson

SIERRA VISTA HOSPITAL GOVERNING BOARD REGULAR MEETING MINUTES

Jesus Baray was appointed by Bruce Swingle to serve on the Board Quality Committee. All other committees remain the same.

9. Finance Committee-

Kathi Pape reported that the Finance Committee met this morning, and she turned the meeting over to Ming Huang.

A. July Financial Report Ming Huang, CFO

Ming Huang reported that for July, days cash on hand were 101 days which is \$8,997,941. Accounts receivable net days were 22 and accounts payable days were 22. The net loss for July was (\$466,852) versus a budget loss of (\$221,591). Gross revenue was \$5,149,321 or \$260,752 less than budget. Patient days were 68, 40 less than June. Outpatient visits were 1,136, 134 more than June. RHC visits were 747, 194 less than June and ER visits were 712, 73 more than June.

Revenue deductions were \$2,931,613 or \$229,161 more than budget. Other operating revenue was \$149,121. Non-operating revenue was \$172,494. Hospital operating expenses were \$2,579,781 which is under budget by \$248,018. EBITDA for July was (\$37,428) versus a budget of \$196,804.

Kathi Pape stated that the Finance Committee discussed at great length the circumstances regarding the current finances. Frank Corcoran pointed out that gross revenue is higher than it has ever been at over \$5 million beginning last October. Gross to net percentage is what we look at most. This month we are at 43%, we need to be at 50% or higher. We are working on denials and deductions with Amplify. At this time, there is about \$1 million over 90 days that we are owed and are fighting for. In most other categories, salaries, benefits, and expenses we are under budget. Deductions from revenue are our biggest concern.

Discussion was held regarding the current bank account balance, loss of the mil levy and reduction in HAP/TAP funds.

Kathi Pape motioned based on the recommendation of the Finance Committee acceptance of the July Financial Report. Serina Bartoo seconded. Greg D'Amour pointed out that we will experience a further drop in revenue when we switch from the old EHR to the new EHR. This is expected and we are preparing as much as possible to minimize this impact. Motion carried unanimously.

B. Capital Equipment Disposal Ming Huang, CFO

Ming distributed a list of equipment compiled after inventory that we need to dispose of for various reasons. This equipment has been fully depreciated, and the list will be reported to the state.

Kathi Pape motioned to approve the equipment disposition. Katharine Elverum seconded. Motion carried unanimously.

C. ezERC Frank Corcoran, CEO

Frank Corcoran explained the ERC is an employee credit that we qualify for through federal funds as a result of COVID. The New Mexico Hospital Association recommended the company, ezERC, to us to help us pursue these funds. There are three options in which ezERC would receive a percentage of our funds. The first option is a 10% fee out of the \$2.3 million that we qualify for that is due upfront. Once we are approved for the funds we should see the first of three payments within six to eight months. If we qualify for more than \$2.3 million, the fee of 10% will be calculated only on the \$2.3 million. The other two options will cost more. We did look at other companies offering this service and based on the recommendation of the NMHA, chose ezERC.

**SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING MINUTES**

Motion to Close Meeting:

Denise Addie motioned to close the meeting and move into executive session. John Mascaro seconded.

12. Executive Session – In accordance with Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1 (H) 2,7,9 including credentialing under NM Review Organization Immunity Act, NMSA Section 41-2E (8) and 41-9-5 the Governing Board will vote to close the meeting to discuss the following items:

Order of business to be determined by Chairperson:

10-15-1(H) 2 – Limited Personnel Matters

A. Privileges

Frank Corcoran, CEO

Provisional:

Jamie Robillard, FNP

Provisional to 2-Year:

Greg D'Amour, RPh, PhC

Reappointments:

John Garver, DO/ESS

B. Licensed Psychologist Contract

Frank Corcoran, CEO

C Medical Staff Bylaws Revision

Frank Corcoran, CEO

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation

A. Risk Report

Heather Johnson

**10-15-1 (H) 9 – Public Hospital Board Meetings-
Strategic and long-range business plans**

A. Old Building Update

Frank Corcoran, CEO

B. Ovation Report to Board

Erika Sundrud, Ovation

Roll Call to Close Meeting:

Kathi Pape – Y

Shawnee Williams – Y

Bruce Swingle – Y

Greg D'Amour – Y

Denise Addie – Y

Katharine Elverum – Y

John Mascaro – Y

Jesus Baray - Y

Seina Bartoo - Y

13. Re-Open Meeting – As required by Section 10-15-1(J), NMSA 1978 matters discussed in executive session were limited only to those specified in the motion to close the meeting.

10-15-1(H) 2 – Limited Personnel Matters

A. Privileges

Provisional:

Jamie Robillard, FNP

**SIERRA VISTA HOSPITAL
GOVERNING BOARD REGULAR MEETING MINUTES**

Provisional to 2-Year:

Greg D'Amour, RPh, PhC

Reappointments:

John Garver, DO/ESS

Denise Addie motioned based on the recommendation of the Board Quality Committee, approval of all above listed privileges. Kathi Pape seconded. Motion carried unanimously.

B. Licensed Psychologist Contract

Denise Addie motioned to approve the Licensed Psychologist contract. John Mascaro seconded. Motion carried unanimously.

C. Medical Staff Bylaws Revision

Denise Addie motioned to approve the Medical Staff Bylaws Revisions. Kathi Pape seconded. Motion carried unanimously.

10-15-1 (H) 7 – Attorney Client Privilege/ Pending Litigation

A. Risk Report

No Action

**10-15-1 (H) 9 - Public Hospital Board Meetings-
Strategic and long-range business plans**

A. Old Building Update

No Action

B. Ovation Report to Board

No Action

14. Other

The next Board Quality Committee meeting will be on Monday, September 25th at 10:00. Finance Committee will be on Tuesday, September 26 at 10:30 and the next regular meeting of the Governing Board will be on Tuesday, September 26, 2023 at 12:00.

15. Adjournment

Kathi Pape motioned to adjourn. John Mascaro seconded. Motion carried unanimously.

Jennifer Burns, Recording Secretary

Date

Bruce Swingle, Chairperson

Date



Financial Analysis

August 31st, 2023

Days Cash on Hand for August 2023 are 105 (\$9,294,689)

Accounts Receivable Net days are 20

Accounts Payable days are 22

Hospital Excess Revenue over Expense

The **Net Income** for the month of August was \$82,302 vs. a Budget Income of (\$221,591).

Hospital Gross Revenue for August was \$5,937,549 or \$527,477 more than budget. Patient Days were 52 – 16 less than July, Outpatient Visits were 872 – 264 less than July, RHC visits were 1,037 – 290 more than July and ER visits were 765 – 53 more than July.

Revenue Deductions for August were \$3,144,106 or \$441,654 more than budget.

Other Operating Revenue was \$206,464, including \$149,992 of pharmacy 340B revenue.

Non-Operating Revenue was \$199,315.

Hospital Operating Expenses for August were \$2,706,574 which were under budget by \$121,226.

EBITDA for August was \$501,926 vs. a Budget of \$305,123. YTD EBITDA is \$464,498 vs. a Budget of \$393,607.

The **Bond Coverage Ratio** in August was 167% vs. an expected ratio of 130%.

Sierra Vista Hospital
 STATISTICS by Month
 August 31, 2023
 (SUBJECT TO AUDIT)

Description	6/30/2024	5/31/2024	4/30/2024	3/31/2024	2/28/2024	1/31/2024	12/31/2023	11/30/2023	10/31/2023	9/30/2023	8/31/2023	7/31/2023
Admissions												
Acute											21	19
Swing											2	2
Total Admissions											23	21
ALOS (acute and swing)											2.3	3.2
Patient Days (acute and swing)											52	68
Outpatient Visits											872	1,136
Rural Health Clinic Visits											1,037	747
ER Visits											765	712
ER Visits Conversion to Acute Admissions											3%	3%
Surgery Cases												
Inpatient Surgery Cases											1	-
Outpatient Surgery Cases											16	12
Total Surgeries											17	12
Profitability												
EBITDA % Net Rev											16%	-1%
Operating Margin %											3%	-18%
Rev Ded % Net Rev											53%	57%
Bad Debt % Net Pt Rev											8%	10%
Outpatient Revenue %											97%	96%
Gross Patient Revenue/Adjusted Admission											\$ 7,745	\$ 9,808
Net Patient Revenue/Adjusted Admission											\$ 3,656	\$ 4,230
Salaries % Net Pt Rev											36%	46%
Benefits % Net Pt Rev											7%	8%
Supplies % Net Pt Rev											6%	6%
Cash and Liquidity												
Days Cash on Hand											105	101
A/R Days (Gross)											38	40
A/R Days (Net)											20	22
Days in AP											22	23
Current Ratio											7.0	7.3

Sierra Vista Hospital
 TWELVE MONTH STATISTICS
 August 31, 2023
 (SUBJECT TO AUDIT)

Description	8/31/2023		7/31/2023		6/30/2023		5/31/2023		4/30/2023		3/31/2023		2/28/2023		1/31/2023		11/30/2022		10/31/2022		9/30/2022	
	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending	Month Ending
Admissions																						
Acute	21	19	21	19	21	19	22	18	23	18	23	18	28	28	22	22	26	27	26	20	18	18
Swing	2	2	2	2	8	8	5	5	5	5	5	5	5	5	9	9	5	9	5	3	7	7
Total Admissions	23	21	23	21	29	27	27	23	28	23	33	33	33	33	31	31	31	36	31	23	25	25
ALOS (acute and swing)	2.3	3.2	3.2	3.2	3.7	2.9	3.7	3.3	3.7	3.3	3.0	3.0	3.0	3.0	5.2	5.2	4.0	4.5	4.0	4.0	5.0	5.0
Patient Days (acute and swing)	52	68	68	68	108	78	103	76	103	98	98	98	98	98	160	160	124	162	124	93	126	126
Outpatient Visits	872	1,136	1,136	1,136	1,002	1,111	1,196	999	1,196	930	930	930	930	930	960	960	1,103	825	1,103	1,056	750	750
Rural Health Clinic Visits	1,037	747	747	747	941	899	747	934	747	697	697	697	697	697	831	831	716	744	716	601	542	542
ER Visits	765	712	712	712	639	755	720	716	720	573	573	573	573	573	673	673	755	757	755	661	699	699
ER Visits Conversion to Acute Admissions	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	5%	5%	5%	5%	3%	3%	3%	4%	3%	3%	3%	3%
Surgery Cases																						
Inpatient Surgery Cases	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Outpatient Surgery Cases	16	12	12	12	21	18	17	18	17	18	13	13	13	13	8	8	-	-	-	-	-	-
Total Surgeries	17	12	12	12	21	18	17	18	17	18	13	13	13	13	8	8	-	-	-	-	-	-
Profitability																						
EBITDA % Net Rev	16%	-1%	-1%	-1%	-13%	3%	-17%	3%	-17%	3%	4%	4%	4%	4%	17%	17%	4%	15%	4%	8%	-2%	-2%
Operating Margin %	3%	-18%	-18%	-18%	-31.1%	-10.6%	-34.4%	-11.0%	-34.4%	-11.0%	-12%	-12%	-12%	-12%	4%	4%	-12%	0%	-12%	-8%	-19%	-19%
Rev Ded % Net Rev	53%	57%	57%	57%	53%	54%	56%	49%	56%	49%	46%	46%	46%	46%	47%	47%	52%	52%	52%	57%	52%	52%
Bad Debt % Net Pt Rev	8%	10%	10%	10%	8.2%	2.7%	9.5%	6.8%	9.5%	6.8%	7%	7%	7%	7%	8%	8%	4%	10%	4%	11%	9%	9%
Outpatient Revenue %	97%	96%	96%	96%	93%	95%	94%	94%	94%	94%	93%	93%	93%	93%	91%	91%	91%	92%	91%	93%	92%	92%
Gross Patient Revenue/Adjusted Admission	\$ 7,745	\$ 9,808	\$ 9,808	\$ 9,808	\$ 12,963	\$ 11,645	\$ 11,522	\$ 13,845	\$ 11,522	\$ 13,845	\$ 9,650	\$ 9,650	\$ 9,650	\$ 9,650	\$ 14,997	\$ 14,997	\$ 13,551	\$ 11,810	\$ 13,551	\$ 15,501	\$ 13,675	\$ 13,675
Net Patient Revenue/Adjusted Admission	\$ 3,656	\$ 4,230	\$ 4,230	\$ 4,230	\$ 6,098	\$ 5,383	\$ 5,016	\$ 7,064	\$ 5,016	\$ 7,064	\$ 5,197	\$ 5,197	\$ 5,197	\$ 5,197	\$ 7,987	\$ 7,987	\$ 6,473	\$ 5,622	\$ 6,473	\$ 6,719	\$ 6,557	\$ 6,557
Salaries % Net Pt Rev	36%	46%	46%	46%	39%	36%	42%	37%	42%	37%	41%	41%	41%	41%	39%	39%	43%	35%	43%	43%	45%	45%
Benefits % Net Pt Rev	7%	8%	8%	8%	19%	6%	10%	9%	10%	9%	8%	8%	8%	8%	8%	8%	8%	7%	8%	9%	11%	11%
Supplies % Net Pt Rev	6%	6%	6%	6%	7%	5%	7%	7%	7%	7%	6%	6%	6%	6%	6%	6%	10%	7%	10%	7%	6%	6%
Cash and Liquidity																						
Days Cash on Hand	105	101	101	101	121	129	125	135	125	135	138	138	138	138	134	134	138	147	138	147	147	147
A/R Days (Gross)	38	40	40	40	43	43	39	37	39	37	41	41	41	41	43	43	36	39	36	41	37	37
A/R Days (Net)	20	22	22	22	25	25	25	23	25	23	27	27	27	27	28	28	21	22	21	26	22	22
Days in AP	22	23	23	23	25	28	20	25	20	25	29	29	29	29	28	28	24	26	24	39	35	35
Current Ratio	7.0	7.3	7.3	7.3	4.3	4.5	5.2	5.4	5.2	5.4	5.8	5.8	5.8	5.8	7.1	7.1	7.4	6.7	7.4	5.7	6.5	6.5

Sierra Vista Hospital
Detailed Stats by Month
8/31/2023

(SUBJECT TO AUDIT)

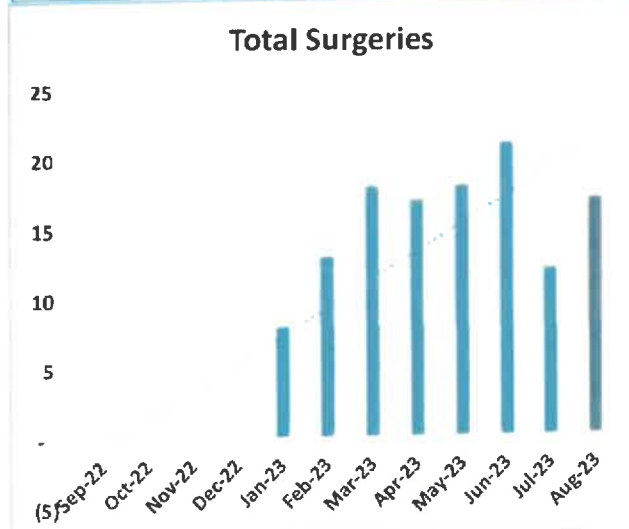
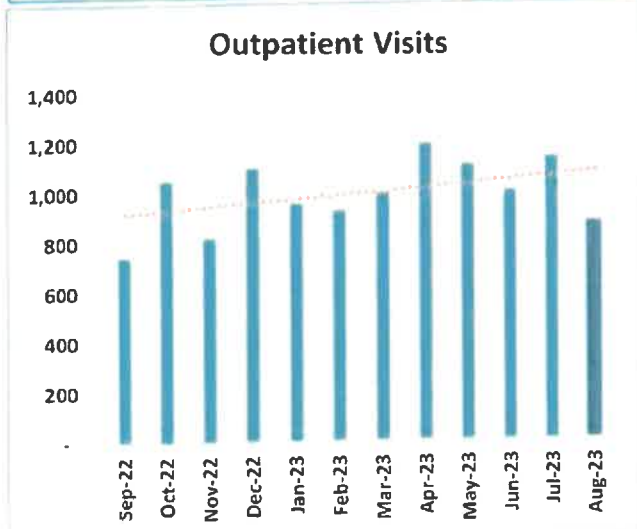
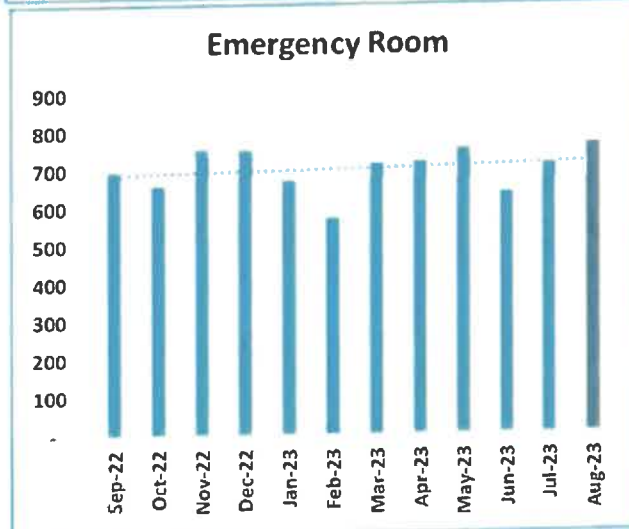
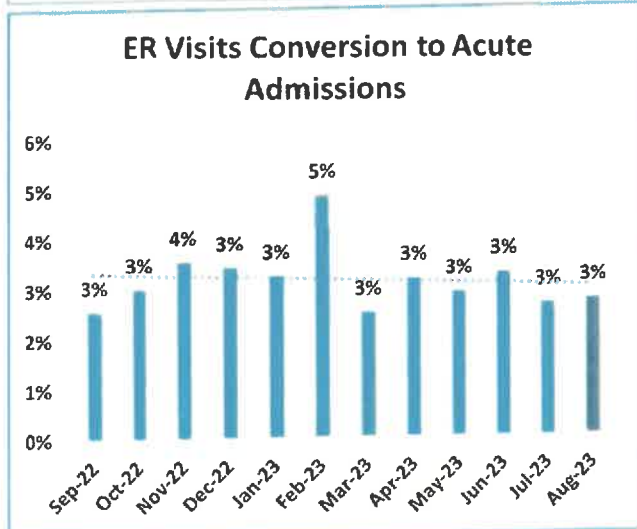
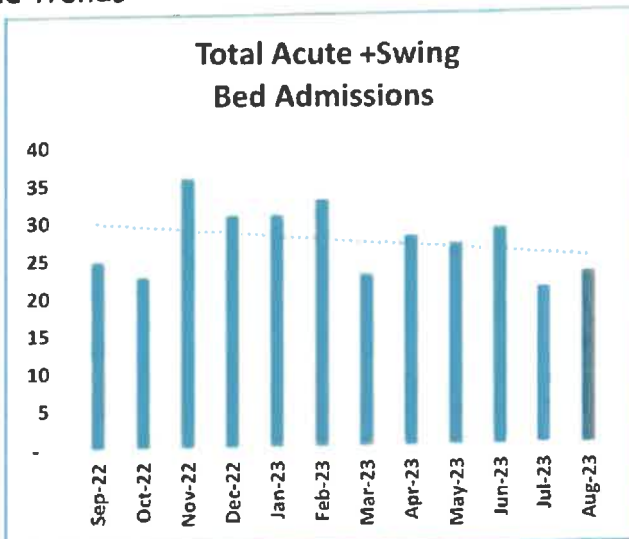
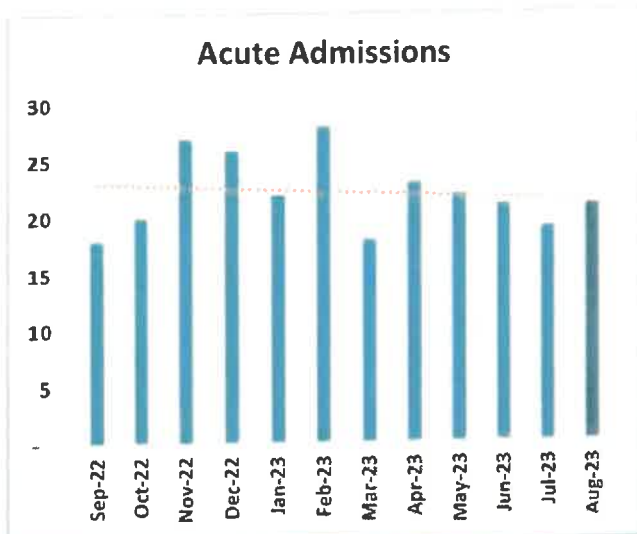
Description	FY2024	Avg FY2024	Month												Month Ending 7/31/2023		
			Ending 6/30/2024	Ending 5/31/2024	Ending 4/30/2024	Ending 3/31/2024	Ending 2/28/2024	Ending 1/31/2024	Ending 12/31/2023	Ending 11/30/2023	Ending 10/31/2023	Ending 9/30/2023	Ending 8/31/2023				
Total Acute Patient Days	83	42														37	46
Total Swingbed Patient Days	37	19														15	22
Total Acute Hours (based on Disch Hrs)	2,405	1,203														949	1,456
TOTAL ACUTE																	
Patient Days	83	42														37	46
Admits	40	20														21	19
Discharges	40	20														18	22
Discharge Hours	2,405	1,203														949	1,456
Avg LOS	2.1	2.1	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2.1	2.1	
Medicare Acute																	
Patient Days	73	37														33	40
Admits	32	16														17	15
Discharges	33	17														15	18
Discharge Hours	2,094	1,047														818	1,276
Avg LOS	2.2	2.2	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2.2	2.2	
SWING - ALL (Medicare/Other)																	
Patient Days	37	19														15	22
Admits	4	2														2	2
Discharges	6	3														2	4
Discharge Hours	984	492														474	510
Avg LOS	6.2	6.2	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	7.5	5.5	
Observations																	
Patient Days	98	49														72	26
Admits	51	26														29	22
Discharge Hours	1,801	901														1186	615
Emergency Room																	
Total ER Patients	1,477	739														765	712
Admitted	21	11														9	12
Transferred	118	59														64	54
Ambulance																	
Total ALS/BLS runs	652	326														319	333
911 Calls	495	248														241	255
Transfers	156	78														78	78
OP Registrations	2,008	1,004														872	1,136
Vaccine Clinic	200	100														102	98
Rural Health Clinic																	
Total RHC Visits	1,784	892														1,037	747
Avg Visits per day	81	41														47	34
Behavioral Health																	
Behavioral Health Patients Seen	595	298														275	320

Sierra Vista Hospital
Detailed State by Month
8/31/2023

(SUBJECT TO AUDIT)

	FY2024	Avg FY2024	Month Ending 6/30/2024	Month Ending 5/31/2024	Month Ending 4/30/2024	Month Ending 3/31/2024	Month Ending 2/28/2024	Month Ending 1/31/2024	Month Ending 11/30/2023	Month Ending 10/31/2023	Month Ending 9/30/2023	Month Ending 8/31/2023	Month Ending 7/31/2023
Dietary													
Inpatient Meals	1,128	564										637	491
Outpatient Meals	131	66										69	62
Cafeteria Meals	10,819	5,410										5,536	5,283
Functions	606	303										385	221
Laboratory													
In-house Testing	37,128	18,564										19,139	17,989
Sent Out Testing	1,553	777										754	799
Drugscreens	51	26										32	19
Physical Therapy													
PT Visits	370	185										175	195
Tx Units	1,411	706										671	740
Outpatient	82	41										42	40
Inpatient	42	21										20	22
Radiology													
X-Ray Patients	863	432										440	423
CT Patients	792	396										430	362
Ultrasound Patients	280	140										97	183
Mammogram Patients	90	45										47	43
MRI Patients	105	53										58	47
Nuclear Medicine Patients	18	9										8	10
DEXA	49	25										25	24
Surgery													
Surgical Procedures - OR	35	18										18	17
GI Lab Scopes	14	7										14	-
Major Surgery	-	-										-	-
Minor Surgery Under TIVA/Sedation	4	2										4	4
Inpatient Procedures	1	1										1	1
Outpatient Procedures	28	14										16	12
Sleep Study													
Home Testing	2	1										1	1
Inhouse	4	2										4	-

Volume Trends



Sierra Vista Hospital
INCOME STATEMENT by Month
August 31, 2023

Description	Month Ending 6/30/2024	Month Ending 5/31/2024	Month Ending 4/30/2024	Month Ending 3/31/2024	Month Ending 2/28/2024	Month Ending 1/31/2024	Month Ending 12/31/2023	Month Ending 11/30/2023	Month Ending 10/31/2023	Month Ending 9/30/2023	Month Ending 8/31/2023	Month Ending 7/31/2023
Revenues												
Gross Patient Revenue											\$ 5,937,549	\$ 5,149,321
Revenue Deductions												
Contractual Allowances												
Bad Debt												
Other Deductions												
Total Revenue Deductions												
Other Patient Revenue												
Net Patient Revenue												
Gross to Net %											47%	43%
Other Operating Revenue												
Non-Operating Revenue												
Total Operating Revenue												
Expenses												
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,228,723	\$1,217,628
Salaries											1,005,620	1,016,209
Benefits											204,408	185,996
Other Salary & Benefit Expense												
Supplies											18,695	15,424
Contract Services											169,487	129,245
Professional Fees											839,231	793,494
Leases/Rentals											183,201	181,846
Utilities											38,504	24,804
Repairs / Maintenance											66,559	48,620
Insurance											56,822	72,280
Other Operating Expenses											88,136	88,136
Total Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,706,574	\$2,579,781
EBITDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$501,926	(\$37,428)
EBITDA Margin											16%	-1%
Non - Operating Expenses												
Depreciation and Amortization											\$286,623	\$284,371
Interest											75,119	73,290
Tax/Other											57,882	51,763
Total Non Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$419,625	\$409,424
NET INCOME (LOSS)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$82,302	(\$446,852)
Net Income Margin											3%	(18%)

Sierra Vista Hospital
 TWELVE MONTH INCOME STATEMENT
 August 31, 2023

Description	8/31/2023	Month Ending 7/31/2023	Month Ending 6/30/2023	5/31/2023	4/30/2023	3/31/2023	2/28/2023	1/31/2023	12/31/2022	11/30/2022	10/31/2022	Month Ending 9/30/2022
Revenues												
Gross Patient Revenue	\$ 5,937,549	\$ 5,149,321	\$ 6,288,038	\$ 5,376,911	\$ 5,376,911	\$ 5,307,092	\$ 4,549,211	\$ 5,165,758	\$ 4,667,505	\$ 5,314,315	\$ 5,093,059	\$ 4,273,541
Revenue Deductions												
Contractual Allowances	2,800,771	2,610,179	3,151,993	2,695,301	2,695,301	2,289,972	1,814,723	2,120,473	2,210,856	2,412,093	2,495,591	1,975,761
Bad Debt	251,113	239,981	80,846	244,607	244,607	196,488	188,500	227,839	90,154	283,657	263,472	202,078
Other Deductions	92,221	81,452	167,255	96,442	96,442	112,703	97,226	69,802	142,331	88,865	128,587	51,025
Total Revenue Deductions	\$ 3,144,106	\$ 2,931,613	\$ 3,400,094	\$ 3,036,350	\$ 3,036,350	\$ 2,599,163	\$ 2,100,450	\$ 2,418,114	\$ 2,443,341	\$ 2,784,615	\$ 2,887,649	\$ 2,228,864
Other Patient Revenue	9,278	3,030	18,824	154	154	6	1,472	3,356	5,352	2,202	4,366	
Net Patient Revenue	\$ 2,802,721	\$ 2,220,738	\$ 2,906,768	\$ 2,340,716	\$ 2,340,716	\$ 2,707,935	\$ 2,450,232	\$ 2,751,000	\$ 2,229,516	\$ 2,529,727	\$ 2,207,611	\$ 2,049,043
Gross to Net %	47%	43%	46%	44%	44%	51%	54%	53%	48%	48%	43%	48%
Other Operating Revenue	206,464	149,121	48,929	24,907	24,907	191,665	143,649	122,435	161,664	168,134	142,078	322,559
Non-Operating Revenue	199,315	172,494	116,886	57,418	57,418	123,230	114,504	162,867	213,425	156,372	135,314	31,923
Total Operating Revenue	\$ 3,208,500	\$ 2,542,353	\$ 3,072,583	\$ 2,423,040	\$ 2,423,040	\$ 3,022,830	\$ 2,708,386	\$ 3,036,303	\$ 2,604,604	\$ 2,854,233	\$ 2,485,004	\$ 2,403,525
Expenses												
Salaries & Benefits	1,228,723	1,217,628	1,254,038	1,244,453	1,244,453	1,267,204	1,208,507	1,316,706	1,165,013	1,107,334	1,164,042	1,180,350
Salaries	1,005,620	1,016,209	993,810	989,714	989,714	1,007,694	1,005,741	1,085,374	963,610	897,576	959,534	928,471
Benefits	204,408	185,996	186,135	229,716	229,716	231,654	185,073	209,913	183,709	186,701	190,504	220,894
Other Salary & Benefit Expense	18,695	15,424	33,431	25,023	25,023	27,856	17,692	21,418	17,694	23,057	14,004	30,985
Supplies	169,487	129,245	186,036	144,630	153,123	176,654	145,574	159,611	216,154	170,929	143,508	127,032
Contract Services	839,231	793,494	875,127	1,138,421	908,444	1,079,524	824,458	644,493	680,378	759,436	631,234	735,150
Professional Fees	183,201	181,846	181,669	181,846	181,668	183,621	177,452	183,930	178,636	184,377	180,160	177,798
Leases/Rentals	38,504	24,804	24,485	10,500	10,500	8,286	10,606	9,203	9,334	5,400	7,514	9,050
Utilities	66,553	48,620	41,731	40,994	36,232	33,977	32,531	32,041	29,350	32,695	46,475	38,432
Repairs / Maintenance	56,822	72,280	68,712	85,760	85,760	65,840	86,468	67,748	54,759	73,937	34,975	57,920
Insurance	88,136	88,136	76,543	77,715	77,715	76,878	79,176	77,715	76,549	76,743	45,873	78,159
Other Operating Expenses	35,917	23,728	40,684	32,453	35,503	30,130	41,476	30,987	82,661	27,562	20,073	46,932
Total Operating Expenses	\$ 7,706,574	\$ 7,279,781	\$ 7,995,084	\$ 7,833,397	\$ 7,833,397	\$ 7,922,115	\$ 7,606,248	\$ 7,522,434	\$ 7,492,833	\$ 7,438,413	\$ 7,273,853	\$ 7,450,824
EBITDA	\$ 501,926	\$ (37,428)	\$ (351,441)	\$ (410,357)	\$ (410,357)	\$ 100,715	\$ 102,138	\$ 513,869	\$ 111,771	\$ 415,820	\$ 211,151	\$ (47,299)
EBITDA Margin	16%	-1%	-13.3%	-17%	-17%	3%	4%	17%	4%	15%	8%	-2%
Non - Operating Expenses												
Depreciation and Amortization	286,623	284,371	294,503	294,081	294,081	286,746	286,443	286,009	285,517	285,517	285,285	285,258
Interest	75,119	73,290	73,300	74,926	73,320	77,117	75,095	73,349	73,359	71,474	73,377	73,387
Tax/Other	57,882	51,763	56,061	55,636	55,636	69,921	53,165	34,842	56,135	56,785	45,182	48,047
Total Non Operating Expenses	\$ 419,625	\$ 409,424	\$ 469,864	\$ 425,772	\$ 423,037	\$ 433,785	\$ 414,702	\$ 394,200	\$ 415,011	\$ 413,777	\$ 403,844	\$ 406,692
NET INCOME (LOSS)	\$ 82,302	\$ (446,852)	\$ (821,305)	\$ (324,195)	\$ (833,394)	\$ (333,070)	\$ (312,564)	\$ 119,670	\$ (303,240)	\$ 2,043	\$ (192,693)	\$ (453,991)
Net Income Margin	3%	(18%)	(31.1%)	(11%)	(34%)	(12%)	(12%)	4%	(12%)	0%	(8%)	(19%)

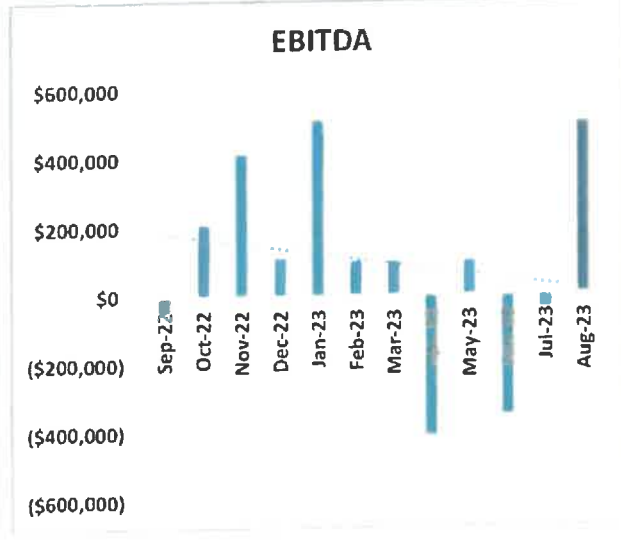
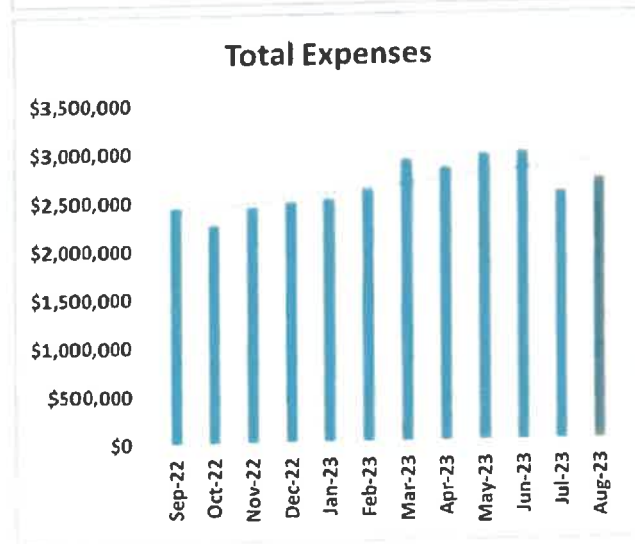
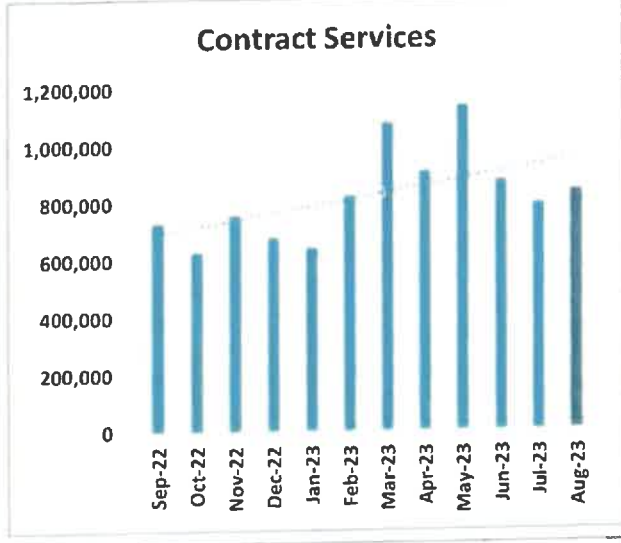
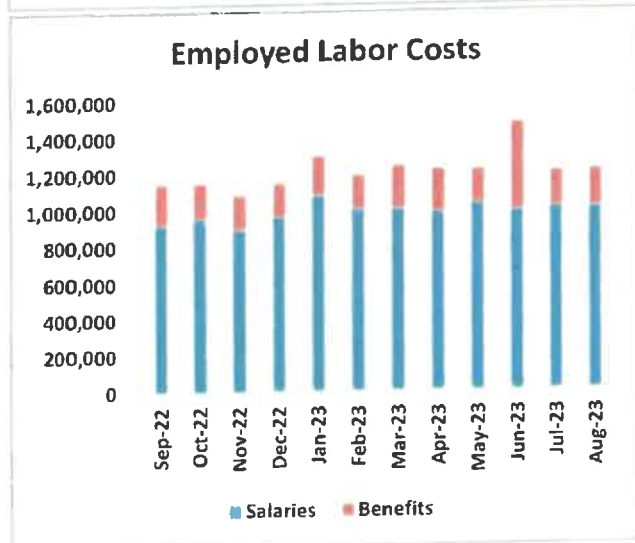
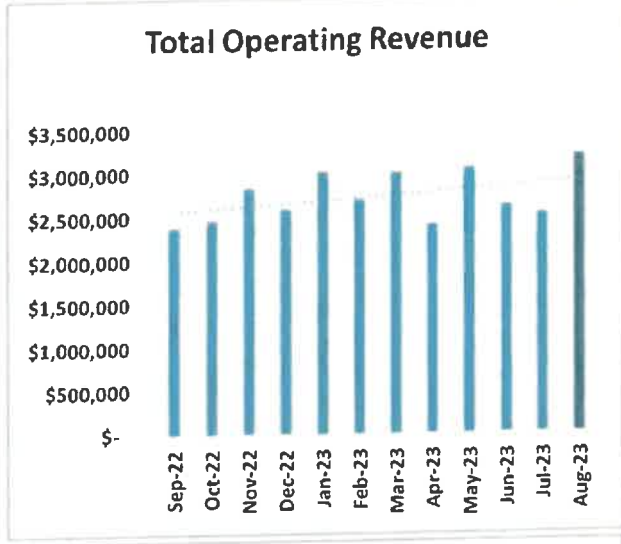
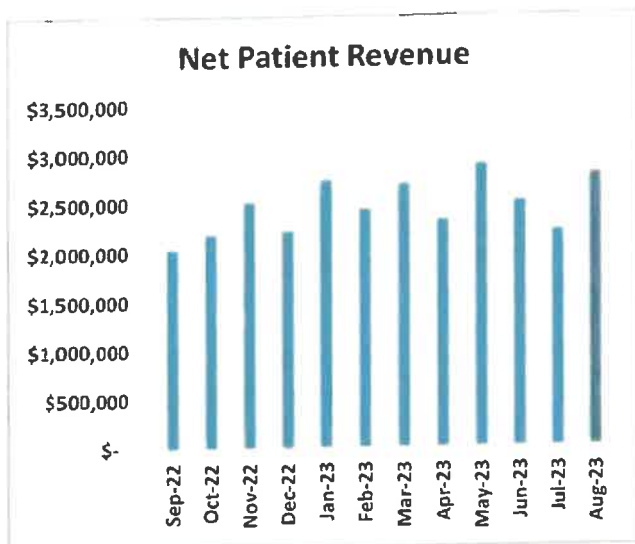
Sierra Vista Hospital
BALANCE SHEET
August 31, 2023

August 31, 2023 (Unaudited)	DESCRIPTION	June 30, 2023 (Unaudited)
	Assets	
	Current Assets	
\$ 9,088,598	Cash and Liquid Capital	\$ 10,306,457
\$ 206,091	US Bank Clearing	\$ 41,888
\$ 9,294,689	Total Cash	\$ 10,348,345
\$ 7,050,448	Accounts Receivable - Gross	\$ 7,259,750
\$ 5,380,258	Contractual Allowance	\$ 5,240,610
\$ 1,670,190	Total Accounts Receivable, Net of Allowance	\$ 2,019,140
\$ 1,376,084	Other Receivables	\$ 1,253,297
\$ 458,248	Inventory	\$ 493,782
\$ 837,451	Prepaid Expense	\$ 74,946
\$ 13,636,661	Total Current Assets	\$ 14,189,511
	Long Term Assets	
\$ 54,967,225	Fixed Assets	\$ 54,900,548
\$ 18,565,997	Accumulated Depreciation	\$ 17,988,245
\$ -	Construction in Progress	\$ -
\$ 36,401,229	Total Fixed Assets, Net of Depreciation	\$ 36,912,303
\$ 36,401,229	Total Long Term Assets	\$ 36,912,303
\$ 2,144,494	New Hospital Loan	\$ 3,550,962
\$ 52,182,384	Total Assets	\$ 54,652,776
	Liabilities & Equity	
	Current Liabilities	
\$ 1,036,515	Account Payable	\$ 1,149,490
\$ 298,299	Interest Payable	\$ 1,063,234
\$ 54,176	Accrued Taxes	\$ 52,244
\$ 821,798	Accrued Payroll and Related	\$ 1,104,431
\$ (267,000)	Cost Report Settlement	\$ (50,000)
\$ 1,943,789	Total Current Liabilities	\$ 3,319,399
	Long term Liabilities	
\$ 24,748,897	Long Term Notes Payable	\$ 25,362,166
\$ 24,748,897	Total Long Term Liabilities	\$ 25,362,166
\$ 435,728	Unapplied Liabilities	\$ 405,813
\$ 275,588	Capital Equipment Lease	\$ 239,247
\$ 27,404,002	Total Liabilities	\$ 29,326,624
\$ 25,142,933	Retained Earnings	\$ 26,147,456
\$ (364,551)	Net Income	\$ (821,305)
\$ 52,182,384	Total Liabilities and Equity	\$ 54,652,776

Sierra Vista Hospital
BALANCE SHEET by Month
August 31, 2023

Assets	6/30/2024	5/31/2024	Month Ending 4/30/2024	Month Ending 3/31/2024	Month Ending 2/28/2024	Month Ending 1/31/2024	Month Ending 12/31/2023	Month Ending 11/30/2023	Month Ending 10/31/2023	Month Ending 9/30/2023	Month Ending 8/31/2023	Month Ending 7/31/2023
Current Assets												
Cash and Liquid Capital											9,088,598	8,810,481
US Bank Clearing											206,091	189,137
Total Cash	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,294,689	\$8,999,618
Accounts Receivable - Gross											7,050,448	7,177,504
Contractual Allowance											5,380,258	5,496,707
Total Accounts Receivable, Net of Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,670,190	1,680,797
Other Receivables											1,376,084	1,113,914
Inventory											458,248	466,260
Prepaid Expense											837,451	861,579
Total Current Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,636,661	\$13,112,168
Long Term Assets												
Fixed Assets												
Accumulated Depreciation											54,967,225	54,967,225
Total Fixed Assets, Net of Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	18,565,997	18,279,373
Total Long Term Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	36,401,229	36,687,852
New Hospital Loan											2,144,494	2,141,206
Total Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,182,384	\$1,951,226
Liabilities & Equity												
Current Liabilities												
Account Payable											1,036,515	1,078,288
Interest Payable											298,299	221,402
Accrued Taxes											54,176	50,464
Accrued Payroll and Related											821,798	718,994
Cost Report Settlement											(267,000)	(267,000)
Total Current Liabilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,943,789	\$1,802,147
Long Term Liabilities												
Long Term Notes Payable											24,748,897	24,732,862
Total Long Term Liabilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,748,897	\$24,732,862
Unapplied Liabilities												
Capital Equipment Lease											435,728	405,055
Total Liabilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,404,002	\$27,255,146
Retained Earnings											\$25,142,933	\$25,142,933
Net Income											(\$364,551)	(\$446,852)
Total Liabilities and Equity	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,182,384	\$51,951,226

Financial Trends



Sierra Vista Hospital
8/31/2023
Reserves

	8/31/2023	Notation
Medicare Liability ("Cost Report Settlement" on Balance Sheet)	(150,000)	
Cost Report Bad Debt Write-Off Reserve/General Reserve	417,000	
FY23 Cost Report Receivable		
Total Liability	<u>267,000</u>	



SIERRA VISTA HOSPITAL AND RURAL HEALTH PHYSICIAN PRACTICE CONSENT, FOR PURPOSES OF TREATMENT, PAYMENT AND HEALTHCARE OPERATIONS

1. ASSIGNMENT OF INSURANCE BENEFITS/PROMISE TO PAY:

I hereby assign and authorize payment directly to the Sierra Vista RH Physician Clinic/Hospital: all insurance benefits, sick benefits, injury benefits due because of liability of a third-party, or proceeds of all claims resulting from the liability of a third-party, payable by any party, organization, et cetera, to or for the patient unless: the account for this Sierra Vista RH Physician Clinic/Hospital outpatient visit or series of outpatient visits is paid in full upon discharge or upon completion of the outpatient series. If eligible for Medicare, I request Medicare services and benefits. I further agree that this assignment will not be withdrawn or voided at any time until the account is paid in full. I understand that I am responsible for any charges not covered by my insurance company.

I understand that I am obligated to pay the account of the Sierra Vista RH Physician Clinic/Hospital, in accordance with the regular rates and terms of the Sierra Vista RH Physician Clinic/Hospital. If I fail to make payment when due and the account becomes delinquent or is turned over to a collection agency, or an Attorney for the collection, I agree to pay all collection agency fees, court costs and Attorney's fees. I also agree that any patient or guarantor overpayments on the above Sierra Vista RH Physician Clinic/Hospital visit, may be applied directly to any delinquent account for which I or my guarantor is legally responsible at the time of the collection of the overpayment. I consent for the Sierra Vista RH Physician Clinic/Hospital, to work with my insurance company/companies on my behalf on authorization, appeal on my behalf any denial for reimbursement, coverage, or payment for services or care provided to me.

2. PATIENT CONSENT FOR E-PRESCRIBING (ELECTRONIC PRESCRIBING):

I have been made aware and understand that the medical practices and off use an electronic prescription system which allows prescriptions and related information to be electronically sent between my providers and my pharmacy. I have been informed and understand that my providers using the electronic prescribing system will be able to see information about medications I am already taking. Including those prescribed by other providers. I give my consent to my providers to see protected health information. I have been provided the Electronic Prescribing Notice.

3. CONSENT TO RELEASE HEALTH INFORMATION:

I understand this Sierra Vista RH Physician Clinic/Hospital uses an electronic medical record. I understand that the electronic medical record contains information about my health from my past, current and future health care providers. I agree that this health information may be released through the Sierra Vista RH Physician Clinic's/Hospital's electronic medical record or by other means (for example: fax, telephone, email or hand delivery): (1) to the Physician Clinic/Hospital; (2) to my past, current, future health care providers and other health care organizations that provide care to me; (3) to the health insurance company named in my medical record; and (4) to any other person named in my medical record who pays for my treatment. These people may use my health information: (1) to treat me; (2) to get paid for my treatment (for example: billing insurance companies), and (3) to do health care operations activities (for example: managing my care, providing quality care, patient safety activities, and other activities necessary to run the Physician Clinic/Hospital). I understand that these people will have access to all my health information in the medical record, including behavioral health and substance use disorder information (for example, drug and alcohol treatment), my medical history, diagnosis, hospital records, clinic and doctor visit information, medications, allergies, lab test results, radiology reports, sexual and reproductive health information, communicable disease related information (for example: sexually transmitted diseases), and HIV/AIDS related information. I understand that I may take back this consent at any time, except if my health information has already been released to someone. I also understand that I may request a list of the health care organizations that have received my substance use disorder information. This consent will expire one year after my death.

4. NOTICE OF PRIVACY PRACTICES:

Required pursuant to Health Insurance Portability and Accountability Act of 1996 (HIPAA), I acknowledge that I have received a copy of the Sierra Vista RH Physician Clinic's/Hospital's Notice of Privacy Practices. I hereby consent to the use and disclosure of my protected health information, including information generated through use of virtual health or telemedicine services, as described in the Notice of Privacy Practices. This will include, all of my protected health information generated during hospitalization and outpatient treatment at the Physician Clinic/Hospital, including but not limited to; disabilities, genetic testing,

and other types of treatment received. I understand that I have the right to review Sierra Vista RH Physician Clinic's/Hospital's Notice of Privacy Practices prior to signing this document. Sierra Vista RH Physician's Clinic/Hospital's Notice of Privacy Practice is available to me, and a copy will be given to me upon request. The Notice of Privacy Practices describes the types of uses and disclosures of my protected health information that will occur in my treatment, payment of my bills or in the performance of health care operations. This Notice of Privacy Practices also describes my rights and Sierra Vista RH Physician's Clinic/Hospital's duties with respect to my protected health information.

Sierra Vista RH Physician's Clinic/Hospital reserves the right to change the privacy practices that are described in this Consent. I may obtain a revised Notice of Privacy Practices by calling the hospital and requesting a copy be sent to me by mail or asking for one at the time of my next appointment. I acknowledge receipt of a copy of the Patient's Notice of Privacy Practices provided to me by Sierra Vista RH Physician's Clinic/Hospital.

_____ Initials

GENERAL CONSENT FOR TESTS, TREATMENT, AND SERVICES:

I have been informed of the treatment procedures considered necessary for me and that the treatments/procedures will be directed by a physician or independent Advanced Practitioner, in accordance with state laws, scope of practice, and licensure of medical staff.

5. CONSENT FOR VIRTUAL HEALTH/TELEMEDICINE SERVICES:

I hereby consent to engaging in virtual health or telemedicine services, where available, as part of my treatment, I understand that "virtual health" or "telemedicine services" includes the practice of health care delivery, diagnosis, consultation, treatment, transfers of medical data, and education using interactive audio, video, or data communications when the health care provider and patient are not in the same physical location. The interactive electronic systems used for these services will incorporate network and software security protocols to protect the confidentiality of patient identification, imaging data, and will include measures to safeguard the data to ensure its integrity against intentional or unintentional corruption. I understand that the potential benefits of receiving care in this manner include improved access to care and the ability to obtain the expertise of a distant specialist. The potential risks include problems with information transmittal, including but not limited to poor data transfer which may include a poor video and data quality experience, or lack of access to my complete medical record by the remote physician. I understand that all information including images, will be part of my medical record available to me if requested and with the same restrictions on dissemination without my consent. I understand, I may withdraw my consent at any time.

6. ADVANCE DIRECTIVE ACKNOWLEDGEMENT:

Federal law requires that patients be provided information about their rights to make advance health care decisions, including Living Will, Durable Medical Power of Attorney or designation of surrogate decision made for health care decisions. If you have already completed any of these documents, please inform your Physician and the Physician Clinic.

Please check one:

_____ I have executed an advance directive and have supplied a copy to the Clinic/Hospital

_____ I have executed an advance directive and have been requested to supply a copy to the Clinic/Hospital

_____ I have reviewed the directive(s) on file with the Clinic/Hospital and it is/they are my current directive(s)

_____ I have not executed an advance directive. I have received information about advance directives from this Clinic/Hospital.

_____ I have not executed any advance directives, and I do not wish to receive information about advance directive from this Physician, Clinic/Hospital.

7. CONSENT TO PHOTO/VIDEO:

I consent to the photographing, videotaping and/or video monitoring, including appropriate portions of my body, for medial and medical record documentation purposes, provided said photographs or videotapes are maintained and released in accordance with protected health information regulations.

8. CONSENT TO PHOTOGRAPH AT THE TIME OF REGISTRATION:

I, or my authorized legal representative, hereby give consent to the medical practice to take my photograph at the time of registration, I understand this photograph will be stored in the medical practice’s ambulatory medical record electronically as my photo identification.

9. E-MAIL:

I hereby consent to provide my e-mail address so that the representatives from the SV RH Physician Clinic/Hospital can e-mail information to me about health education or disease prevention and up-to-date information about the Physician Clinic/Hospital, its affiliated physicians, and our services. I understand I will be able to change my preference at any time.

E-mail address: _____

10. CELL PHONES:

I hereby consent to provide my telephone number(s), including my wireless telephone number(s), so that representatives from the Sierra Vista RH Physician Clinic/Hospital, its successors or assigns can contact me in any manner including but not limited to by manually placing a call, by using an automatic telephone dialing system or an artificial or prerecorded voice, by texting, or by e-mailing, regarding any matter, including but not limited to my medical treatment, prescriptions, insurance eligibility, insurance coverage, scheduling, billing, or collection matters. This consent includes any updated or additional contact information that I may provide. I understand that I will be able to change my preference at any time.

11. VIDEOTAPING/RECORDING:

I understand and agree not to photograph, videotape, audiotape, record or otherwise capture imaging or sound on any device. I also understand it is my responsibility to assure those accompanying me, comply with this requirement.

12. CONSENT FOR PATIENT PORTAL:

- I consent to participation in the facility Patient Portal and understand that my personal health and individually identifying information is made available to me in the Portal.
- I understand that the use of the Portal is for non-emergency purposes.
- I understand that I can provide Portal access to my Authorized Representative(s) and those Representatives may have the ability to perform all of the functions I am able to perform, including viewing, downloading and transmitting my health and individually identifying information.
- I understand there are risks associated with the web-based applications and that I am responsible for safeguarding my access information.
- I understand that my e-mail address is required to initiate Portal access and will be used for communications related to the Portal. I agree to communicate my e-mail address changes.
- I have read and understand the Terms and Conditions of Use, and I have been provided with an opportunity to ask questions.
- I understand that my access to the Portal requires my acceptance of the Terms and Conditions of Use. If I refuse to sign in at this time, I understand that I may change that decision in the future and can contact the Facility to obtain access to the Portal.
- I understand that failure to follow the Terms and Conditions of Use may result in termination of access to the Portal.

The undersigned acting for himself/herself or in the capacity of parent, guardian or custodian, hereinafter referred to as the “Patient”, does hereby authorize and give consent to the authorities of Sierra Vista Hospital and to the Emergency Department Physician and/or their agents to administer such medication(s) and perform such procedure(s), including but not limited to, the drawing of blood specimens for laboratory examination(s) as may be necessary for the interest and care of the patient and does

further authorize said doctor, his associates and assistants using the facilities and personnel of the hospital to administer such treatment(s) as in their judgement are necessary for the care of the patient.

I acknowledge that no guarantees or warranties have been made to me or to my representative concerning the results of this visit/hospitalization or the result of any diagnosis, treatment(s) or examination(s) made in, under or the director of the hospital.

Please Print Name of Patient or Representative

Signature of Patient or Representative

Relationship to Patient

Date /Time

Please Print Name of Witness

Signature of Witness

Hospital Department Name

Date/Time

Attention: Employees, visitors or residents Immediately report any suspected cases of abuse,
Neglect, exploitation, and injuries of unknown origin. Allegations must be reported to:
New Mexico Department of Health, Health Facility Licensing & Certification Bureau.
Intake Hotline: 1-800-752-8649, Reporting Fax: 1-888-576-0012. Division of Health Improvement
Website: www.nmhealth.org/about/dhi/ane/ New Mexico Long-Term Care Ombudsman 1-800-432-2080.

**SIERRA VISTA HOSPITAL
HUMAN RESOURCES BOARD REPORT
September 2023**

- CRITICAL RECRUITMENT:**
- Psychiatrist – FT
 - Physical Therapist – FT
 - Speech Therapist – FT
 - Psychologist – FT

- PEOPLE:**
August New Hires - 6
- FY23 Total - 14
- FT Psychologist – Clinic
 - (2) FT Medical Assistant – Clinic
 - FT Housekeeper – EVS (Rehire)
 - PRN Registered Nurse – Med/Surg
 - PT Security Guard - Safety

- **PEOPLE:**
- **August Terminations - 4**
- **FY23 Total - 15**
- Involuntary – 2
- FT – Clinic Coordinator – Not a Good Fit
- FT – Assistant Trauma Coordinator – Policy Violations
- Voluntary – 2
- FT – Behavioral Health NP – Planned Resignation
- PT – ED RN – Resignation

- KEY VACANCIES:**
- Registered Nurses – FT (Multiple)
 - Certified Nurse Assistant (CNA) – FT
 - Pharmacist – PRN
 - Certified SPD/ENDO Tech – FT

- KEY INITIATIVES:**
- Engage with Government Reps – Urgent Facility Improvements (State and Federal)
 - EMS & Rehab Buildings
 - Community Engagement – Breast Cancer Awareness Event (October 21st)
 - Behavioral Health Service Capability S.O.A.R. (Students in Healthcare)
 - Paid Internship Program HSHS

- Contract Staff – 8**
- Med/Surg – 4 (Nurses)
 - Sterile Processing Tech – 1
 - OR – 1 (Nurse)
 - HR – 1 (Director)
 - EMS – 1 (Director)
- Travel Staff – 16**
- Nursing – 13
 - LCSW – 1
 - Medical Assistant – 2

PRIORITY OF EFFORT:
Our priority of effort is support of expanding service lines and reorganization for efficiency.

Human Resource Trends Snapshot:
14 new or rehires to date
15 terminations to date
198 beginning of July 2023
209 current staff

Turnover Rate 0.1
Pending

- FINANCIAL IMPACTS:**
- 3% cost-of-living adjustment for employees.
 - We on-boarded two (2) additional professional staff positions in the month of August.

Respectfully Submitted,
Lawrence “L.J.” Baker Jr.
Director of Human Resources &
External Relations



SIERRA VISTA HOSPITAL

EMPLOYMENT OPPORTUNITIES

August 11, 2023

Internal and External posting of all positions are open to both qualified employees and outside applicants. If you would like additional information about any of the positions listed here, please contact Human Resources on ext. 230. Sierra Vista Hospital offers competitive wages, a generous Paid Time Off package and health benefits with the State of NM. E.O.E. M/F/D

80001 – Insurance Pre-authorization Specialist – 1 full-time position (open date 8/11/2023)

SVH Pre-authorization Specialists communicate directly with insurance carriers to verify patients' insurance eligibility, benefits, and requirements to facilitate patient care. Their primary duties involve submitting required documents, collaborating by phone and email, requesting pre-authorizations, conducting necessary follow-up, and securing final prior-authorizations prior to medical services being performed. After pre-authorizations are obtained from insurance carriers the specialists accurately input and document information to facilitate the billing and reimbursement process.

64301 – Coding and Billing Support Specialist – 1 full-time position (open date 8/9/2023)

SVH Coding and Billing Support Specialists conduct diagnostic review and evaluation of medical documentation. Following thorough review, the specialists are responsible for assigning diagnostic and procedural codes to ensure accurate billing for services rendered. These codes enable the billing and reimbursement process and are used to analyze health data. Further, CBS2 team members organize and protect patient health information by ensuring accuracy, limited accessibility, and security. CBS2 workers use various coding classification methodologies and function under strict ethical and legal standards.

74101 – Housekeeper – 1 Full-time position (open date 7/21/2023) Cleans all areas of the hospital according to policies and procedures. Participates in organizational performance improvement (OPI) activities. Reports to the Housekeeping Supervisor.

04001 – Ultrasound Technologist – 1 full-time position (open date 7/12/2023) Performs two dimensional ultrasonic recordings of internal organs for the diagnosis of disease and study of the malfunction of organs. Participates in OPI activities.

85201 – Assistant to the CNO/Quality Director – 1 full-time position (open date 6/20/2023)

The Administrative Assistant to the Chief Nursing Officer (CNO) and Quality Initiatives provides primary support regarding nursing administration and development of the SVH quality program to ensure a culture of quality and compliance. Critical duties include drafting staff memorandums, data extraction and collection, drafting correspondence, conducting outreach to nursing organizations as directed by the CNO, and supporting the Director of Quality with analysis as well as the creation and presentation of information. The incumbent must learn and understand regulatory requirements and ensure compliance with state, federal, TJC standards, and CMS conditions of participation. Must be detail and deadline oriented, able to simultaneously manage multiple tasks, and ensure accuracy in documentation. Collaborates daily with the CNO and Director of Quality. Routinely communicates with Senior Administration and department managers to promote an efficient administrative environment. Displays a positive attitude, projects professionalism, and maintains a calm demeanor in all interactions to foster a climate of cooperation and contribute to the overall success of the organization.

07002 – Cook-Aide – 1 Full-time position (open date 6/16/2023) Under the supervision of the Nutritional Services Manager/Supervisor, the Cook-Aide performs a variety of food services, including serving food to employees and visitors. Also, is responsible for the clean-up and stocking of the cafeteria and food preparation areas.

05001 – Physical Therapist – 1 Full-time position (open date 6/13/2023) Responsible for evaluation, planning, directing, and administering physical therapy treatment plan of care prescribed by a licensed physician. Administers prescription and plan of care as prescribed by a referring physician to restore function and prevent disability following injury, disease, or physical disability. Assists patients to reach their maximum performance and level of functioning, while learning to live within the limits of their capabilities. The staff therapist coordinates, delegates, and supervises responsibilities assigned to supportive staff (RCNA, PTS, PTLA, etc.)

05002 – Speech Language Pathologist – 1 Part-time position (open date 6/13/2023) Responsible for administration and direct application of speech/language pathology treatment modalities as prescribed by a referring physician. Evaluates, plans, directs, and treats all patients referred to speech/language. Pathology treatments to restore function and prevent disability following disease or injury. Assists patients to obtain maximum performance and function in society while learning to live a routine "normal" life within the constraints of their disability.

51301 – Pharmacist – 1 PRN Position (open date 6/4/2023) Interprets physician prescriptions and medication orders. Acts as a drug information resource to patients, medical staff, nursing staff and ancillary department personnel. Compounds and dispenses prescribed medications and other pharmaceuticals for patient care by performing the related duties.

95301 – Medical Assistant - 1 Full Time Position (open date 6/10/2023) Provides patient care in the office setting. Provides care that meets the psychosocial, physical, and general aspects of care; meets the communication needs of patient and family; provides care that reflects initiative and responsibility indicative of professional expectations, under the supervision of a Registered Nurse and/or physician. Maintains regulatory requirements, nursing and office policies, procedures, and standards.

10202 – Med/Surg LPN – 1 Full-time position (open date 5/1/2023) Provides direct and indirect patient care services that meet the psychosocial, physical, and general aspects of care; meets the communication needs of patient and family; provides care that reflects initiative and responsibility indicative of professional expectations, under the supervision of a registered nurse. Maintains regulatory agency requirements, nursing and hospital policies, procedures, and standards. Communicates with physicians and team members about changes in patient's clinical condition, including results of diagnostic studies and symptomatology. Can respond quickly and accurately to changes in condition or response to treatment. Additionally, can perform general nursing duties in all departments with adequate supervision.

65502 – Security Guard – 1 Part-time Position (open date 4/25/2023) Protects life and property of all persons on hospital premises and patrols hospital buildings and grounds to prevent fire, theft, and vandalism. Secures, unlocks, and protects hospital buildings. Responds to security needs of hospital personnel, patients, and visitors. Participates in performance improvement activities.

07001 – Entry Level Dietary Aide – 1 Part-time position (open date 3/10/2023) Under the supervision of the Nutritional Services Manager/Supervisor, the Cook-Aide performs a variety of food services, including serving food to employees and visitors. Also, is responsible for the clean-up and stocking of the cafeteria and food preparation areas.

18602- Community EMT – 1 Part-time positions (open date 1/26/2023) Responsible for the assessment and basic management of medical, trauma and environmental emergencies under the supervision of on or off-line medical control. Assists with patient care based on individual patient needs within the scope of practice under the direct supervision of appropriate licensed personnel.

81801 – Information Systems Manager – 1 Full Time Position (open date 1/20/2023) Responsible for the planning, organizing, and directing of functions of the Communication and Information Management Services Department of the facility. Resolves complex organizational and technological problems. Oversees the department and the annual budget. Follows the facility's policies and procedures, local, state, and federal regulations.

18601 – EMT- 1 Full Time Position (open date 12/28/2022) Responsible for the assessment and basic management of medical, trauma and environmental emergencies under the supervision of on or off-line medical control. Assists with patient care based on individual patient needs within the scope of practice under the direct supervision of appropriate licensed personnel.

17503 – Certified SPD/ ENDO Tech – 1 Full Time Position (open date 12/2/2022) Responsible for the processing and sterilization of supplies, equipment and instruments used by the operating room, following established infection control practices. Delivers equipment/instruments/supplies to the operating room as needed. Participates in the department's performance improvement activities. Cleans GI scopes and stores appropriately.

10201 – Unit Clerk/C.N.A. - 1 Full Time Position Provides indirect patient care in the medical surgical setting. Meets the communication needs of the patient/family, departmental staff, and medical staff. Prepares and compiles records in the Medical Surgical Unit. Initiates directions from physician and nursing staff. Participates in performance improvement activities. Maintains regulatory agency requirements, nursing and hospital policies, procedures, and standards.

C.N.A. - Functions as a member of the health care team in providing delegated basic nursing care and unique skills to pediatric, adolescent, adult, and geriatric patients, depending on unit assigned, under the direct supervision of a Registered Nurse or LPN Team Leader.

18510201 - Registered Nurses (RN's) – Full time and PRN Day and night positions Med/Surg and ED. Provides direct and indirect patient care in the ambulatory care setting. Provides care that reflects initiative, flexibility, and responsibility indicative of professional expectation with a minimum of supervision. Determines priorities of care based on physical and psychosocial needs, as well as factors influencing patient flow through the system. Communicates with physicians about changes in patient's status, symptomatology, and results of diagnostic studies. Can respond quickly and accurately to changes in condition or response to treatment.

CNO Report September 2023

ANNOUNCEMENT

- Nursing Services Skills Fair September 30, 2023
- Critical Care Paramedics competing at national conference

Medical/Surgical

- IT 2 Starts September 26, 2023
- August 31 admissions to acute care admissions, two swing bed admissions

Emergency Department

- IT 2 Starts September 26, 2023
- 765 visits, average 24 a day s

EMS/Community Health

- ALICE online training complete, in planning phase for mock incident
- 638 responses (ACLS, BLS runs, 911 calls and transfers)
- 401 transitional care management contact (increase of 100 from July)

Surgery

- 14 scopes, 4 surgeries
- Surgical consult 5

Cardiopulmonary

- Sleep Study available for home or overnight at the hospital
- Evaluation for home oxygen needs and pulmonary function testing available for outpatient

Trauma

- August total ____
- Pending survey, charts ready, information booklets ready, team ready

CEO Report

Frank Corcoran

09-20-23

1. **Behavioral Health Project Update:** We have an offer to BHNP awaiting contract approval.
2. **RHC Update/Provider Recruitment:** Walk-In-Clinic is off to a great start, seeing an average of 10 patients per day and 5 on Saturdays.
3. **EOC update:** The new generator is in place.
4. **Tele-med Update:** Exploring adding additional services such as Infectious Disease, Endocrine, Pulmonology, and Hematology.
5. **IT System Replacement & Support Services Update:** IT-2 Testing starts this week. See Cerner Executive Summary
6. **Rural Health Care Delivery Fund (SB7):** Applying for expansion of services funding for Surgery- Pain, Wound Care, Community EMS, Tele-Medicine. The fund off sets operational loss for up to 3 years for new or expanded services.
7. **Quality Awards:** We have received two awards from the NMHA for quality recognizing our Community EMS and Dr. Walker.
8. **CMS Survey from the DOH:** We were surveyed last month by CMS and DOH and received 2 findings which have been addressed.

Executive Status Summary



Project Information

Client: Sierra Vista Hospital	Prepared By: Talbott Young
Project Name: Sierra Vista Hospital	Date Prepared: 7 September 2023
Reporting Period: August 1-31, 2023	
Client Distribution: Gail Wegger, Frank Corcoran	
Cerner Distribution: Bryant Borchers, Andrew Huseman, Heidi Martin, Angela Estrada; Trish Linford	

Items for Management Attention

1. IT1 was held the two weeks starting on August 14. Sierra Vista did an amazing job working through the scripts for the clinical week. In the process there were changes made that with the charge build at the time had an Rev Cycle week that was below expectations. The joint project teams are focusing on focusing on this for IT2 which starts the two weeks starting September 25th.
2. Blood Bank Validation is currently being delayed by the build. The build is catching up to ensure that validation completes prior to our go-live date.
3. Sierra Vista has engaged a consulting group to complete their FSI work. The kickoff will be held in early September. Harmony believes that it can align with the project timeline. We will need to re-evaluate once they have the kickoff.
4. TriCore RLN interface - TriCore has notified Sierra Vista that they will not be able to start the Reference Lab interface until after the go-live date and will be moved out from the current November 6th scope.
5. In addition to the reference lab, AUR will be moved to after Nov 6, because a discrete results inbound for microbiology is necessary for the functionality to work in the OH system.

Status Dashboard

Metric	Current Status	Previous Status	Summary
Overall			As with any project, with two months to go, there are a significant number of tasks and activities that must complete in order to have a successful go-live. This rating is recognition of that dynamic.
Staffing			No known Issues on either side.
Client Education			
Project Scope			Client has introduced a scope item word document that is being responded to and resource managers contacted to get those parts of the project queued up.

Executive Status Summary



Metric	Current Status	Previous Status	Summary
Project Timeline			Please see comments above.
Next Project Event			The next project event is IT2, starting the week of 9/25
Transformation			Model/best practice recommendations were reviewed during Leadership Alignment.
Technical			Mahesh Desai is managing the technical part of the project and is pulling technical resources to deliver the technical scope.
Integration			Please see comment in "Items for Management Attention"
Travel Budget		N/A	No risks to report
Revenue Cycle		N/A	<p>Registration and Scheduling, Charge Services, Health Information Management, Case Management, Patient Accounting, and Foreign System Interfaces (FSI) are all included in the Revenue Cycle space.</p> <p>All Revenue Cycle Workflow and Integration calls have been completed. Weekly solution calls have been established for each revenue cycle solution.</p> <p>Integration scripts will be locked down so that the clinical and revenue cycle teams can match up orders and charges built to test process all the way through till claims are generated.</p>

Key Dates

✓	Major Milestone	Week Of	Comments
✓	Leadership Alignment	4/10 – 4/11/2023	This event was held onsite at Kansas City.
✓	Workflow & Integration	5/22 – 5/26/2023	This event took place from: 5/22 – 5/26/23. This event was held remotely via Microsoft Teams.
✓	Gateway 2: Validate	6/2/2023	Reviewed with client via Teams on 6/2/23
	Train the Trainer	7/10/2023	Complete
	Physician Train the Trainer	7/10/2023	Complete
	Gateway 3: Test	8/4/2023	Complete
	Integration Testing 1 (Clinical)	8/14/2023	Complete – On-site
	Integration Testing 1 (Financial)	8/21/2023	Complete – Remote

Executive Status Summary



√	Major Milestones	Week Of	Comments
	Gateway 4: Train	9/8/2023	
	Integration Testing 2 (Clinical)	9/25/2023	
	Integration Testing 2 (Financial)	10/2/2023	
	Gateway 5: Activate	10/13/2023	
	Physician Concierge	10/22/2023	
	Physician End User Training	10/30/2023	
	Conversion	11/6/2023	
	Health Check	1/8/2024	
	Patient Accounting 90 Day Checkpoint	1/29/2024	
	Patient Accounting 120 Day Checkpoint	2/26/2024	

Client Signature

Accepted by Client

By _____ (sign)

By _____
(print)

Title _____

Reference - Status Indicator Key

Status	Meaning
	Progress on target or ahead of schedule; Very few risks or issues during a given period
	Progress is at risk to be behind schedule; Medium to High number of risks and issues during a given period
	Crucial area(s) at significant and/or probable risk of being behind schedule. Overall success of implementation is at risk.

Executive Status Summary



Document Revision History:

Revision Number	Effective Date	Description
1	December 10, 2012	Initial Release
2	September 2, 2014	Annual Review
3	October 12, 2015	Updated to include Critical Path
4	January 21, 2016	Updated format
5	February 2, 2016	Added Supply Chain
6	February 19, 2016	Updated format
7	August 18, 2016	Annual Review
8	October 14, 2016	Updated format
9	October 14, 2016	Added new solutions
10	October 17, 2016	Updated footer
11	November 16, 2016	Updated the signature section
12	July 24, 2017	Annual Review
13	September 15, 2017	Annual Review
14	May 20, 2019	Removed Key Dates and Solution-Specific Review Section
15	January 1, 2020	Updated Status Dashboard -Removed Financials and added Travel Budget and Revenue Cycle
16	March 4, 2022	Updated red status wording