

Dan Bernal
President
Edward A. Chow, M.D.
Commissioner
Susan Belinda Christian, J.D.
Commissioner
Cecilia Chung
Commissioner
Suzanne Giraudo ED.D
Commissioner
Laurie Green, M.D.
Commissioner
Tessie M. Guillermo
Commissioner

**HEALTH COMMISSION
CITY AND COUNTY OF SAN
FRANCISCO**

London N. Breed, Mayor
Department of Public Health



Grant Colfax, M.D.
Director of Health
Mark Morewitz, M.S.W.
Executive Secretary

TEL (415) 554-2666
FAX (415) 554-2665
Web Site: <http://www.sfdph.org>

**AGENDA
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
October 10, 2023, 4:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex**

Members of the Laguna Honda Hospital Joint Conference Committee will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online using this link: <https://sfpublic.webex.com/sfpublic/j.php?MTID=m7b060b205c5c4ab342c95c46b8dc5a19>. Everyone attending the meeting in person is encouraged to wear a mask throughout the meeting.

Public comment is allowed in relation to each agenda item, and the Secretary of the Health Commission will indicate when public comment is to occur for each item when not listed on the agenda below. Each member of the public, whether attending remotely or in person, may address the committee for up to three minutes. Members of the public attending the meeting in person will have an opportunity to provide public comment on every item. In addition to in-person public comment, the LHH JCC will hear up to 20 minutes of remote public comment on each agenda item. The LHH CC will hear remote public comment on each item in the order that commenters add themselves to the queue to comment on the item. Because of the 20-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Requests to include a maximum of 150 word written public comment in the meeting minutes can be made at healthcommission.dph@sfdph.org. Remote public comment from people who have received an accommodation due to disability, as explained on page 5, will not count toward the 20-minute limit. Instructions for providing remote public comment can be viewed on page 6 of this meeting agenda.

Committees of the Health Commission consist of three members of the Commission. If a quorum of the Health Commission is present, it constitutes a Special Meeting of the Commission. If additional commissioners attend the meeting of a committee creating a quorum of the full Health Commission, they may participate in the discussion on an item on the agenda but may not vote with the members of the committee. The committee's recommendations shall be reported to the full Health Commission for discussion and possible action. The Health Commission Secretary shall make a note of the presence of the additional commissioners in the minutes, and discussion shall be limited to items noticed on this agenda.

7. FOR DISCUSSION:

BEHAVIORAL HEALTH IMPROVEMENT PROJECT

(Neda Ratanawongsa, LHH Interim Chief Medical Officer)

The LHH JCC will review and discuss a presentation on the LHH Behavioral Health Improvement Project.

8. FOR ACTION:

LAGUNA HONDA HOSPITAL POLICIES

(Carmen Trinh, Data Analytics Manager, LHH)

The LHH JCC will review and consider for recommendation to the Health Commission the LHH policies listed below, including new policies, changes to policies, and removal of policies. These policies will be recommended for approval by the Health Commission on the Consent Calendar. Copies of the proposed policy changes, along with a summary of the changes, will be available on the website for the JCC meeting with this agenda. Existing policies are shown in redline format, highlighting changes, and the recommendation for approval constitutes a recommendation to adopt a clean version that only has the final text and does not include any redlining. Recommendation for Health Commission approval is requested.

October 2023

<u>Item</u>	<u>Scope</u>	<u>Policy No.</u>	<u>Policy Title</u>
1	Facility-wide	70-07	Custom Wheelchairs
2	Facility-wide	27-08	Safe Resident Handling
3	Facility-wide	27-09	Splint Brace Care Management
4	Facility-wide	27-10	Transfer Techniques
5	Facility-wide	22-05	Handling Resident's Property and Prevention of Theft and Loss
6	Facility-wide	24-02	Promoting/Maintaining Resident Dignity
7	Facility-wide	24-10	Coach Use for Close Observation
8	Facility-wide	24-18	Resident Locator System
9	Facility-wide	25-15	Medication Administration
10	Facility-wide	27-01	Tracheostomy Speaking Valve: Interdisciplinary Protocol for Use of the Passy-Muir
11	Facility-wide	27-05	Tracheostomy Management
12	Facility-wide	70-01 C3	Earthquake Response Plan
13	Facility-wide	70-01 C8	Water Disruption Plan
14	Facility-wide	76-02	Smoke and Tobacco Free Environment
15	Nursing	N/A	Laryngectomy Tube Care
16	Nursing	N/A	Change of Shift Hand-Off (Nursing)
17	Nursing	B 5.0	Resident Identification and Color Codes
18	Nursing	I 3.0	Tracheostomy Care
19	Nursing	K 9.0 Att 1	Coordination of Care for Residents on Hemodialysis
20	FNS	N/A	Diet Manual
21	FNS	1.11	Nutritionally Adequate Menus
22	FNS	1.12	Registration of Dietitians
23	FNS	1.13	Drug Food Interactions
24	FNS	1.15	Diet Manual Approved by Medical Staff
25	FNS	1.16	Nutrition Screening and Assessment Documentation In the Electronic Health Record
26	FNS	1.19	Acute Medical/Rehab Admissions/Transfers
27	FNS	1.2	Nutrition Screening and Assessment Documentation for Acute Hospital Admissions in the Electronic Health Record
28	FNS	1.22	Enteral Formulas Availability
29	FNS	1.23	Discharge Diet Instruction
30	FNS	1.25	NPO or Clear Liquid Diet Greater than three days
31	FNS	1.17	Nutrition Assessment as part of the care plan process
32	FNS	1.18	Nutrition Screening & Assessment
33	FNS	1.21	Palliative Nutrition Care
34	FNS	1.24	Care Plans to Address Nutrition Problems

9. CLOSED SESSION

- A) Public comments on all matters pertaining to the Closed Session. (San Francisco Administrative Code Section 67.15).
- B) Vote on whether to hold a Closed Session. (Action Item)
- C) Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5, 1157.6, and 1157.7; Health and Safety Code Section 1461; San Francisco Administrative Code Sections 67.5, 67.8, 67.8-1, and 67.10; and California Constitution, Article I, Section 1.

FOR ACTION: **CONSIDERATION OF MEDICAL QUALITY IMPROVEMENT**
(Daniela Kim, MD)

FOR ACTION: **CONSIDERATION OF
MEDICAL STAFF
CREDENTIALING MATTERS**
(Lisa Hoo, MD)

FOR ACTION: **CONSIDERATION OF PERFORMANCE
IMPROVEMENT AND PATIENT SAFETY
REPORTS AND PEER REVIEWS**
(Nawzaneen Talai, Chief Quality Officer, LHH)

FOR DISCUSSION: **QUALITY IMPROVEMENT MEDICARE RECERTIFICATION
UPDATE AND QUALITY IMPROVEMENT CLOSURE
PLAN UPDATE**
(Nawzaneen Talai, Chief Quality Officer, LHH)

RECONVENE IN OPEN SESSION

1. Discussion and Vote to elect whether to disclose any portion of the closed session discussion that is not confidential under Federal or State law, The Charter, or Non- Waivable Privilege (San Francisco Administrative Code Section 67.12(a).) (Action item)
2. Possible report on action taken in closed session (Government Code Sections 54957.1(a) and 54957.7(b) and San Francisco Administrative Code Section 67.12(b).

10. FOR ACTION: POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

Discussion and vote in open session to elect whether to disclose any portion of the closed session discussion that is not confidential under federal or state law, the Charter, or non-waivable privilege (San Francisco Administrative Code Section 67.12(a)); and possible disclosure.

11. ADJOURNMENT

- * **Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #311. If any materials related to an item on this agenda have been distributed to the Laguna Honda Hospital Joint Conference Committee after distribution of the agenda packet, those materials are available for public inspection at the Health Commission Office at the address above during normal business hours.**

If you require special listening devices, American Sign Language interpreters and readers, large print copy of agenda or other special services, please advise Laguna Honda Administration at (415) 759-2363, at least 72 hours prior to the meeting. Late requests will be honored, if possible.

Accessible Meeting Policy

This meeting will be held in Room #300, at 101 Grove Street, in San Francisco, CA. The meeting room is wheelchair accessible through Grove Street entrance located between Polk Street and Van Ness Avenue. The closest accessible station for Muni and BART is the Civic Center station. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the J, K, L, M, and N (Civic Center or Van Ness Stations). MUNI bus routes serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information regarding MUNI accessible services, call (415) 701-4485 or call 311. Parking: Accessible parking is available at the Civic Center Underground Parking Garage (McAllister and Polk), and at the Performing Arts Parking Garage (Grove and Franklin). Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street and at the southwest corner of Grove and Polk Streets.

This meeting may be viewed on Webex.

To make a request to be given accommodation due to disability in regard to making public comment, please email your request to HealthCommission.DPH@sfdph.org or leave a voicemail message at (415)554-2666 no later than two (2) hours before the start of the meeting.

To access the meeting remotely as an accommodation, please see instructions for how to use Webex for the purposes of remote public comment on page 5 of this agenda. Please note that this information is also used by other members of the public providing remote public comment.

Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of 4 business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact HealthCommission.DPH@sfdph.org or (415)554-2666.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Cell Phone and/or Sound Producing Electronic Device Usage at Hearings

The ringing of and use of cellular phones, pagers and similar sound producing electronic devices are prohibited during public meetings. Please be advised that the Chair/President may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phones, pagers, or other similar sound

producing electronic devices (Sunshine Ordinance 67A.1).

Know Your Rights under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator by mail to, 1 Dr. Carlton b. Goodlett Place, Room 244, San Francisco, CA 94102, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at sotf@sfgov.org. Citizens may obtain a free copy of the Sunshine Ordinance by contacting the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfbos.org/sunshine>.

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Administrator, by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415.554.7724; by fax at 415.554.7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [sfgov.org](http://www.sfgov.org)

Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (Administrative Code Section 16.520-534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112 or visit its website at <http://www.sfgov.org/ethics>.

Remote Meeting Access Information

View the meeting at the links below:

<https://sfpublic.webex.com/sfpublic/j.php?MTID=m7b060b205c5c4ab342c95c46b8dc5a19>

NOTE: Depending on your broadband/WIFI connection, there may be a delay when viewing the meeting live.

PUBLIC COMMENT CALL-IN: 415-655-0001/ Access Code: 2661 372 9938#

After entering the access code, press # twice to listen to the meeting
(There is no delay when listening to the meeting using this number.)

Information Regarding Providing Public Comment

- Each individual may comment 1 time per agenda item.
- Each individual may speak for up to 3 minutes; after which time the line is automatically silenced.
- To make public comment on a specific agenda item, dial in using the information above, when the item is called.
- Dial “*3” to be added to the public comment queue for this item.
- When it is your time to speak, you will hear “Your line has been unmuted.”
- Ensure you are in a quiet location.
- Before you speak, mute the sound of any equipment around you including televisions, radios, and computers. It is especially important that you **mute your computer** so there is no echo sound when you speak.
- When the Commission Secretary states, “Next Caller,” you are encouraged to state your name clearly. As soon as you speak, your 3-minute allotment will begin.
- After you speak, you will go back to listening mode. You may stay on the line to provide public comment on another item.