

Campbell County Health
Finance Committee
August 20, 2018

Dr. Hartsaw called the Finance Committee meeting to order at 12:01 p.m. on Monday, August 20, 2018. The meeting was held in the Hospital Board Room.

Members Present:

Dr. Sara Hartsaw, Chair
Mr. Adrian Geritts, Trustee
Mr. Randy Hite, Trustee

Member(s) Excused Absent:

Dr. Ian Swift

Staff Members Present:

Mr. Andy Fitzgerald, Chief Executive Officer
Mr. Dalton Huber, Chief Financial Officer
Mr. Steve Crichton, Vice President of Facilities
Mr. Bill Stangl, Vice President of Physician Services
Ms. Deb Tonn, Vice President of Patient Services
Ms. Noamie Niemitalo, Vice President of Human Resources
Ms. Heather Stucker, Controller
Ms. Jonni Belden, Vice President of Continuing Health Services
Ms. Kim Johnson, Director of Health Information Management and Compliance
Ms. Yvonne Robinett-Hoiland, Revenue Cycle Director
Ms. Felicia Messimer, Marketing Specialist
Ms. Denise Yvonne, Recorder

Also Present:

Approval of Agenda

*Mr. Randy Hite moved, seconded by Mr. Adrian Geritts, to approve the agenda as presented.
Motion carried.*

Approval of Minutes

*Mr. Adrian Geritts, moved, seconded by Mr. Randy Hite, to approve the minutes as presented.
Motion carried.*

Old Business

- Revenue Cycle Update-
Billing

Extend Healthcare is helping with Meditech cleanup for old accounts. Greenway implementation for cleanup is still in progress. CCH will Utilize R&B (Early out Vendor) for self-pay the go live date is November 5, 2018. We will cease sending accounts to Receivable Solutions beginning September 1, 2018 in preparation of the go live with R&B. This vendor will

take self-pay accounts from day one instead of day sixty-(60), allowing for a greater return of payments. R&B will also be generating the patient statements, which are designed to appear as if, issued directly from CCH. This should eliminate much of patients concerns that their bill was at a collection agency. CPI will keep half (1/2) of our collection accounts with the other half going to a company called Chapman. Both companies will receive accounts in the same format to allow reasonable comparisons of data and information received.

Coders-

Several hundred accounts are on hold because of missing documentation prohibiting completion of coding. The department is down two (2) billing positions. Patient Account Services is working closely with HIM to hurdle some of the issues and believe that AR will turnaround within the next 60 days. The Finance Committee would like to see data AR by percent billed and percent not billed.

New Business

- **FTE's per Adjusted Occupied Bed**
Includes Hospital staff only not Long-Term care or other services. Revenue has changed from inpatient to outpatient over the past years, which affects this ratio. Inpatient volumes in the past typically ranged from 60-70%. In 2018, CCH's ratio is 25/75%, 25% inpatient and 75% outpatient. CCH overall FTE/AOB is 7.9% that includes services that are unique to our structure. There are also a number of departments that are housed within the hospital but provide services to the entire organization. Adjusting the FTE/AOB to include only hospital staff brings our FTE/AOB to 6.4 between the 3rd and 4th quartile of FTE/AOB.
- Capital Requests
 - BIOMEDICAL ENGINEERING**
 - Surgery Monitor Up-Grades
 - Budget: \$108,378 Actual: \$108,378**
 - EMERGENCY MEDICAL SERVICES**
 - New Replacement Ambulance
 - Budget: \$232,000 Actual: \$233,000**
- Capital Requests-*Facilities*
 - LEGACY-**
 - Legacy Parking Expansion to combine with Legacy Fencing
 - Budget: \$204,800 + \$41,500**
 -
 - Legacy Showers
 - Budget: \$683,012** Two year project with half in 2019 and half in 2020
 -
 - Legacy Heating Fancoil Units
 - Budget: \$73,776**

PIONEER BUILDINGCourtyard Foundation Repair –**Budget: \$17,440**Chapel & Cafeteria Updates for Education**Budget: \$57,000****COFFEE SHOP**Counters & Cabinets for New Coffee Machine**Budget: \$61,800****BUILDING MAINTENANCE**Cast Iron Replacement Fund**Budget: \$50,000**

Mr. Adrian Geritts moved seconded by Mr. Randy Hite, to send all capital requests for full board approval, Motion carried.

Monthly Financial Report

Ms. Stucker presented the July 2018 financial data.

- Financial Narrative
 - July 2018 Operating Income Margin -\$1,749,000 Year to Date-\$1,749,000
 - Days Cash on Hand decreased to 166 in July. Cash decreased \$2M
 - July's accounts receivable days increased to 79 days
- Discharge of Uncollectible Debt

Uncollectible Debt	
The uncollectible debt for July 2018 by category is as follows	
Inpatient Uncollectible	\$38,014.95
ER Uncollectible	\$59,488.87
Outpatient Uncollectible	\$42,003.60
Combined Total for July 2018	\$139,507.42

Mr. Randy Hite moved, seconded by Mr. Adrian Geritts to approve the Uncollectable Debt for July 2018. Motion carried.

Executive Session

Mr. Adrian Geritts moved, seconded by Mr. Randy Hite to initiate Executive Session. Motion carried. Public Session resumed at 1:34 p.m.

Adjournment

Mr. Adrian Geritts moved, seconded by Dr. Sarah Hartsaw to Adjourn. Motion carried. Meeting adjourned at 1:34 p.m.

The next regularly scheduled Finance Committee meeting will be held on Monday, September 24, 2018 at 12:00pm in the Board Room.

Denise Yvonne, Recorder