

Campbell County Health
Finance Committee
September 30, 2019

Dr. Sara Hartsaw called the Finance Committee meeting to order at 12:06p.m., Monday, September 30, 2019. The meeting was held in the Hospital 5th floor classroom 1.

Members Present:

Dr. Sara Hartsaw, acting Chair
Ms. Lisa Harry, Trustee
Ms. Ronda Boller, Trustee

Member(s) Excused Absent:

Mr. Adrian Gerrits, Chairman
Dr. Ian Swift, Trustee

Staff Member Present:

Mr. Andy Fitzgerald, CEO
Ms. Colleen Heeter, COO
Ms. Mary Lou Tate, CFO
Mr. Bill Stangl, Vice President of Physician Services
Ms. Heather Stucker, Controller
Ms. Yvonne Robinett, Revenue Cycle Director
Ms. Karen Clarke, Community Relations Director

Approval of Agenda:

No motion was entertained. Committee proceeded with submitted agenda.

Approval of Minutes:

None of the attendants had attended August's committee meeting, minutes were accepted as submitted.

Statistical Report:

Ms. Mary Lou Tate presented the new format that will be utilized for Finance Committee Meetings moving forward. The new format will include Statistical, Revenue Cycle, Financial and Capital reports. The new statistical data includes a rolling 12 months and differentiating between Inpatients and Observation patients.

- Inpatient admits were 5.7% under budget and increased 0.9% from last year
- MTD-OB admissions are over budget
- Med/Surg-ICU is under budget.
- BHS admissions are down 16.1% from budget.
- Observation patients were 0.8% under budget and decreased 1.6% from last year
- LLRC average daily census was 2.1% under budget and decreased 0.7% from last year.

- Outpatient visits were 1.5% under budget and decreased 0.7% from last year.
- Clinic visits including PROS were 1.8% over budget and increased 16.5% from last year.
- Walk In Clinic Visits were 0.1% under budget and decreased 4.5% from last year
- Emergency room visits were 1.6% under budget and decreased 4.5% from last year
- Inpatient & Outpatient Surgeries were 12.3% over budget and increased 5.2% from last year.
- PRSC surgeries were 9.2% over budget and increased 32.2% from last year.

Revenue Cycle:

- Charge Master
 1. External review of CDM has been completed and report received
 2. Dedicated staff assigned to CDM Maintenance and updates
 3. Currently working to clean CDM with completion goal of early 2020.
 4. CDM staff are monitoring late charges and charge rejections daily. CDM corrections to be made on these immediately to resolve.
- Wakefield-Self Pay Vendor
 1. Concerns regarding billing statement. Ms. Robinett is working closely with vendor to improve process.
 2. Working on Clean Claims. Currently our clean claims rate is at 60%. Goal for FY2020 is 90% or better.
 3. Continued focus on education of billing staff.

Resolution of Bad Debt and Charity

Resolution of Collections and Discharges	
The Discharged debt for August 2019 by category is as follows:	
Bankruptcy Discharge	\$ 10,138.67
Collections sent to Chapman	\$1,168,213.25
Collections sent to CPI	\$ 861,970.66
Collections sent to CCB	\$ 26,911.60
Legacy Collections	\$ 40,547.81
Receivable Solutions	\$ 39.42
GRAND TOTAL	\$2,107,821.41 2,067,273.60 (Corrected)

Ms. Heather Stucker made a correction to the listed discharges. The legacy collections are an internal discharge that is included in the vendor collections. Ms. Ronda Boller Moved, seconded by Ms. Lisa Harry, to approve the corrected total for resolution of collections and discharges for August 2019. Motion carried

Financial Report:

- Revenue for the month of August were \$392K over budget. Compared to last year, we posted \$2M more in revenue primarily due to an increase in patient days, surgeries and clinic visits.

- Deductions from revenue were higher than budget and more than last year due to AR clean-up at PRSC from their previous billing system.
- Other revenue were above budget by \$142K and \$106K higher than last year due to 340B
- Salaries and wages are below budget, part of this is driven by the timing of merit/market increases.
- We are below budget by 30 FTE's in the month of August.
- Employee benefits are on budget but higher than last year by \$369K
- Surgeries are up 11.4%
- Supplies are over budget by \$233K and higher than last year by \$369K
- Balance sheet
 1. Cash is down \$5.8M from last month due to 3 payrolls and 5 accounts payable check runs.
 2. Net AR is steady
 3. Accounts Payable is down \$2.1M due to the additional check runs. Accrued salaries and wages are down due to additional payroll in August.

Capital FY2020

- Equipment-Budgeted \$5,433,134, remaining \$4,846,506
- Facility Plan-Budgeted for FY2020 5,259,828, remaining
- Remaining capital budget is ~\$24M

Adjournment:

Ms. Ronda Boller motioned, seconded by Ms. Lisa Harry, to adjourn the meeting, motion carried. The meeting adjourned at 1:16 p.m.

The next regularly scheduled Finance Committee meeting will be held on Monday October 21, 2019 at 12:00 p.m. in the Board Room.

Denise Yvonne, Recorder