Bartlett Regional Hospital — A City and Borough of Juneau Enterprise Fund

AGENDA
PLANNING COMMITTEE MEETING
Monday, January 28, 2019 - 7:00 a.m.
Bartlett Regional Hospital – BRH Boardroom

Mission Statement
Bartlett Regional Hospital provides its community with quality, patient-centered care in a sustainable manner.

CALL TO ORDER

APPROVAL OF THE MINUTES – December 7, 2018 Pg. 2

Public Comment

Old Business

A. Ophthalmology
B. Facility Planning Pg. 4
C. Implementation of Crisis Stabilization Grant
D. Status of Focus and Execute
E. Follow-up on Robotics analysis contracts Pg. 7

Future Agenda Items

Next meeting

Comments

Adjourn
Call to Order- Planning Committee meeting was called to order at 7:02 a.m. by Marshal Kendziorek, Committee Chair.

Approval of the Minutes – Mr. Kendziorek called for a motion to approve the November 9, 2018 minutes. Ms. Hagevig seconded. There being no objection, they were approved.

NEW BUSINESS - None

OLD BUSINESS

A. Facility Planning – Mr. Kendziorek requested the benefits of having an off campus site for sleep off. Mr. Bill stated that sleep off is not a healthcare product – it is a community service. It would reduce EMTALA exposure and working with CCFR could take advantage of economies of scale. It would be staffed by EMTs. Mr. Grigg explained the history of the sleep off. It’s down to 25% for utilization.

B. Implantation of Crisis Stabilization Grant – Mr. Grigg stated currently we have an operational combined grant from DHSS starting this fiscal year. At this point, we’ve met with the emergency department, hospitalist and psychiatry, because the state is allowing us to look at the children we are boarding or adult behavioral health, to utilize the grant dollars including staff costs. Finding a way to flag the individuals so we can report to the state that we’ve served under crisis stabilization. We will utilize grant costs and therapist to engage the patients during their stay here. The state has allowed us $ 60,000 to use for EMR development.

C. Strategic Planning Meeting – Mr. Bill stated that he will come back with proposed board objectives. SLT will then meet with their managers to develop action plans and tasks to execute the board’s objectives. David Sandberg from Focus and Execute will be here on January 16th to work with the managers and enter the plan into the tool.
FUTURE AGENDA ITEMS

Status of 2018 Focus and Execute

Follow up on Robotics and potential contracts

Comments – Mr. Kendziorek requested an update to the committee regarding the Da Vinci Robotic proposal from the OR department.

Ophthalmology – Mr. Bill shared that he and Mrs. Callahan had a reception for the new optometrist in town and was happy it went well. There was much appreciation that we are spearheading this and the goal is to get a final decision by February of 2019.

Adjournment – Meeting adjourned at 7:51 am
KICK OFF MEETING AGENDA

Wednesday, January 23, 2019

Conference line information:
888-788-0099
meeting ID – 607-659-5386

Kevin Benson, Bartlett, CFO
James Jurrens, Bartlett, OR Manager
Beth Stroud, Bartlett, OR Nurse Manager
William Gardner, Bartlett, Chief Clinical Officer
Charles Bill, Bartlett, CEO
Marc Schlessinger – ECRI Institute
Chris Schabowsky – ECRI Institute
Rob Maliff - ECRI Institute

- Introductions
- Definition of BRH’s needs, targets, pain points, and vision for future
- Project Vision
- Project Scope
- Stakeholders at BRH
- Approach
- Project Risks
- Timeline
- Deliverables
- Status Meetings / Communication Plan
- Next Steps
- Q & A
Robotically-assisted Laparoscopic Surgery Program Assessment

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Director, Strategic Initiatives
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Project Understanding

Bartlett Regional Hospital, Juneau, Alaska, is assessing whether it needs to introduce robotically-assisted laparoscopic surgery (RALS) technologies into its surgical services program. Currently, a few surgeons affiliated with Bartlett Regional have expressed interest in using a surgical robot for their cases, and the hospital wishes to determine programmatic needs and expected utilization of robotically-assisted laparoscopic systems, explore facility-related issues, and evaluate existing RALS technologies. Reportedly, surgeons refer certain cases to hospitals in either Anchorage or Seattle as Bartlett Regional does not currently offer RALS.

ECRI Institute is pleased to submit this proposal to Bartlett to assist it with an assessment of its needs and development of an effective and safe RALS program.

Proposed Services

Bartlett Regional would like to:

- assess current and future surgical procedures that may benefit from robotic-assistance
- identify opportunities for these procedures within Bartlett Regional
- assess open and minimally invasive surgical approaches as compared to RALS cases
- determine what programmatic needs may be necessary to support a safe RALS program
- integrate these robotic-assisted procedures into strategic plans
- identify credentialing and training needs for robotic surgery
- understand how robotic surgery training and credentialing may impact Bartlett’s plans

ECRI Institute believes that the best approach to this project may be to work with Bartlett’s leaders, strategic planning personnel, surgeons, and surgical administrative leaders to understand current and projected surgical robotic needs and compare these to existing laparoscopic and open surgeries. We propose to gain an understanding of your technology requirements by interviewing surgeons and administrative staff, by reviewing robotic-assisted surgical planning information (e.g., types and volumes of potential procedures), and any other relevant business planning, space and infrastructure planning documents. In addition, we will provide recommendations for surgical staff training and credentialing built on best practices developed from our work with health systems that have established robotic surgery programs.

More specifically, the tasks related to our approach include the following:

1. Kick-off Conference Call. We will lead a kick-off conference call with Bartlett surgeons and strategic planning and administrative leadership to review the project’s goals, plan, timeline, and data collection requirements.
2. **Interviews.** Our team’s RALS expert(s) will conduct interviews via remote meeting/teleconference with Bartlett personnel to discuss the need for and review the clinical and technical requirements for robotic surgery programs. We propose to interview the following individuals:

- Chief Medical/Operating/Finance Officers
- Director, Planning
- Chair of Surgery
- Surgeons using or interested in using surgical robotics
- Administrative Director, Surgery
- Vice President, Supply Chain
- Patient Safety/Quality Executive

Ideally, interviews are scheduled for a single day.

3. **Data Collection/Review.** We will collect and review information related to traditional (open and minimally invasive) procedures that may be converted to robotic surgery procedures at Bartlett including:

- Procedural volumes from the current and two prior fiscal years including a description of the procedure, surgeon and, if available, procedure times.
- Scheduling practices and staffing models for these procedures.
- Any planning information (e.g., financial and operational assessments) related to potential robotic-assisted surgical services including strategic business plans.

4. **Analysis and Report Development.** ECRI Institute will analyze the information gained above, and submit a draft report that outlines our findings and recommendations. The report will provide specific recommendations on the following:

- The programmatic needs for establishing a robotic surgery program at Bartlett.
  - Procedures referred elsewhere and procedures that may convert to RALS
  - Operational effects on hospital services like central sterile, anesthesia, surgical/perioperative staffs
  - OR access and procedure scheduling issues
- Current and future surgical procedures that may be performed robotically within Bartlett.
  - Assessment of patient-focused outcomes and surgeon-focused outcomes
- Available and anticipated new surgical robotic technology that may emerge over the next several years.
- Acquisition cost of RALS technologies
  - Related maintenance/service costs

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5. **Presentation.** ECRI Institute will present its recommendations to Bartlett leadership via webinar, with a final report being issued after this presentation.

**Why Partner With ECRI Institute for RALS Program Assessment**

ECRI Institute is founded on improving the safety and cost effectiveness of healthcare technology. It is focused on improving healthcare and outcomes through three core pillars of service — enhancing the safety and quality of patient care, advancing evidence-based decision making, and reducing the costs of technology and technology decision making.

The following are several ECRI Institute strengths that distinguish us from our competitors:

*Objective, non-profit organization with a strict conflict of interest policy – ECRI accepts no gifts or grants from the medical device and pharmaceutical industries and ECRI and its employees are prohibited from consulting for these industries. Each year, every employee’s income tax return is reviewed to ensure that no employee owns stock in a medical device manufacturer,*

[Diagram of Safety & Quality, Cost Effectiveness, and Evidence and Outcomes]

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pharmaceutical or biotechnology company, which ensures that our reputation for independent, objective recommendations is unmatched.

**On-site testing lab with multidisciplinary staff** — For 50 years, ECRI Institute has been investigating the safety and performance of healthcare technology. In 1971, ECRI published *Health Devices* a journal for hospitals modeled after *Consumers Reports*. Since that time, ECRI has expanded by developing a common taxonomy for medical devices, monitoring hazards and recalls, developing inspection procedures for equipment, helping hospitals with purchasing decisions, by evaluating options and comparing prices and a host of related services. Additionally, ECRI employs a dedicated staff of almost 450 healthcare professionals, including physicians, nurses, engineers, physicists, PhDs, M.B.A.s, and attorneys.

**Technology Assessment** — ECRI Institute is one of only 13 organizations in North America to be designated by the U.S. Agency for Healthcare Research and Quality (AHRQ) as an Evidence-Based Practice Center (EPC). Our Technology Assessment program curates and analyzes information on new and emerging technologies including information on the competitive landscape, reimbursement, and the quantity and quality of evidence.
Managing patient safety – The unifying effort of all of ECRI’s work is in our problem reporting network. For over 45 years ECRI has routinely monitored and published information about medical devices, which includes: alerts, recalls, comparisons, evaluations, and assessments. We are designated as a Patient Safety Organization (PSO) by the Department of Health and Human Services, working closely with providers to review and manage risks associated with healthcare.

Also, ECRI has assisted several health systems in evaluating RALS program needs, developing comprehensive plans with each on how best to implement the technology and to develop its program. References are provided here:

Mr. Charles Miceli  
Vice President, Network Chief Supply Chain Officer  
University of Vermont Health Network  
Charles.miceli@uvmhealth.org  
802 847 0033

Ms. Jo Wilson  
Vice President, Operations  
Western Maryland Health System  
jowilson@wmhs.com  
240 964 8006

Project Fees

Our fee for this RALS Assessment program is $27,500. Proposed fees are valid for 60 days after receipt unless authorized by ECRI Institute.

The project fee includes all clerical support, including report preparation, data processing expenses, and the dedicated project website. Any reimbursable expenses will be billed and will be limited to travel; visual media; special reproduction, communication, and shipping costs; or any other special costs authorized by Bartlett.

The proposed fee is contingent on continuous work efforts. Changes to the project scope as stated in this proposal will necessitate fee adjustments as appropriate.
Authorization to Proceed

I have reviewed the proposal, dated January 7, 2019 for ECRI Institute to provide consulting services to Bartlett Regional Hospital as described in the attached proposal. I agree with and commit to the fees specified in this proposal, and authorize ECRI Institute to begin work on the following services, as described above.

Purchase Order #: __________________________

Name:  Kevin Benson  
Signature:  Kevin Benson  
Title:  CFO  
Date:  1/10/2019  
Mailing Address:  3260 Hospital Drive  
Juneau, AK 99801  
Phone:  (907) 796-8402  
E-mail:  kbenson@bartletthospital.org

Invoicing shall be processed through:

Name:  Kevin Benson  
Title:  CFO  
Mailing Address:  Same as above  
Phone:  ________________________  
E-mail:  ________________________
ECRI Institute Applied Solutions Group Terms and Conditions

The project fee includes all clerical support, including report preparation, normal reproduction costs, and data processing expenses. Any reimbursable expenses will be billed at actual cost and will be limited to travel; visual media; special reproduction, communication, and shipping costs; or any other special costs you authorize. An administrative charge of 5 percent will be added to travel and related costs. Proposed fees are valid for 90 days after receipt unless an authorization is extended by ECRI Institute.

Invoicing will be monthly, with final invoicing at the completion of our work. Collection fees and late charges will be added to any past-due balances, which are turned over to ECRI Institute's collection agency. Failure to make prompt payment may result in interruption of service.

ECRI Institute warrants that the services shall be performed in a timely and professional manner. ECRI Institute’s services involve research and compilation of data, and it will use its best efforts to ensure the accuracy of its databases and to obtain information from sources it considers to be reliable but does not guarantee the accuracy or completeness of the data from such sources. Any recommendations or statements made by ECRI Institute in a report, telephone, or letter consultation shall not be construed in any manner as an express or implied warranty of the referenced device, drug, or procedure and shall not be deemed a guarantee of the safety or effectiveness of said device, drug, or procedure. ECRI Institute shall not be liable for any consequential, indirect, or incidental damages nor will ECRI Institute be liable for any damages claimed by you based on a third-party claim. ECRI Institute’s liability for damages for any cause whatsoever, except as noted in next section, and regardless of the cause of action, whether in contract or in tort, shall be limited to the professional fee paid under this Agreement.

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania, and the proper forum for any action necessary to enforce the terms of this Agreement shall be the State Courts of Pennsylvania or the Federal Court for the Eastern District of Pennsylvania.