

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Board of Directors Regular Meeting**

January 28, 2013

Time: 1800 hours

Algoma NPLC boardroom

#### **Present:**

Max Liedke	Debbie Graystone	Juli Briglio	David Walde
Jean Feagan	Eric McCooye	Rhonda Angeconeb	
Mary Tasz	Jane Breckenridge		

#### **Staff:**

Rita Mannarino

#### **Regrets:**

Sandra Lamon

1. Debbie called the meeting to order at 1805 hours – quorum of board members present.
  - 1.1. Approval of Agenda – the agenda was approved as presented
    - D. Walde added item for New Business
2. Declaration of Conflict of Interests – none declared
3. Review November 26, 2012 Regular Board Minutes.

Motion to accept minutes:  
Moved by: Max Liedke Seconded by: Mary Tasz  
All in Favour – carried

#### **Business Arising**

4. Review Financial Statements – ending October 31, 2012 and November 30, 2012
  - clarification re: 3 payrolls

Moved for approval by: David Walde Seconded by: Max Liedke  
All in Favour – carried  
Moved by: M. Liedke Seconded by: M. Tasz  
All in Favour – carried

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### 5. EMR Update

Rita provided update; last round of validation of data went well

- “go live” date – February 25, 2013
- Staff training was completed on January 21<sup>st</sup> and 22<sup>nd</sup>
- Rita to ask Nightengale if they are going to provide any support for QIP information report gathering
- **Rita to report back at next Board meeting**

### 6. Patient Enrolment

- Rita and Sandra developing a monthly intake plan
- Rita has been in contact with Health Care Connect – they will be referring patients to the NPLC
- Looking at balancing out the NP’s practices – current have complex patients
- Looking at approaching the Board of Education for family referrals – Jane Breckenridge to provide information to Rita
- Also Juli Briglio advised that she would be able to refer unattached patients to NPLC
- Enrolment is just over 1600 – goal is 2500-2600 by end of the year
- **Board has asked for item to remain on agenda and be brought forward at each Board meeting**

### 7. Insurance Policy

- Board has approved liability increased to \$10 million
- Additional clarification will be provided at a later date
- **Tabled until next meeting**

## **New Business**

### 8. Extended Hours

- Rita reported that satisfaction surveys on being completed on an on-going basis
- Clinic staff is proposing extended hours (until 7 p.m.)
- A review of the response will be provided to the Board
- The media will be contacted and provided with information
- **Board has asked that this remain on agenda and be reported on at each Board meeting**
- **Rita will provide data**

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### 9. QIP/Strategic Plan

- MOHLTC Requirements
- The Board has done the work with its Strategic Plan; Debbie advised that the MOHLTC will be providing a template with quality indicators that will be required to submit to the ministry
- Rita advised that the Ministry will be sending the template in February and will provide to the Board upon receipt
- Board will review and integrate strategic plan key performance indicators with the quality indicators required by the ministry

### 10. Group Health Discussion

- David Walde advised that Grant Walsh (GHC) would like to discuss options with the NPLC on a variety of topics
- Debbie Graystone will set up a meeting in the next couple of weeks with Grant Walsh

Next meeting: **February 25, 2013**

Adjournment at 1715 moved by all Directors.

\*All meetings will be held at Algoma NPLC, Willow Avenue.

**\*Reminder that food will be served at all board meetings.**