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**Meeting Minutes of:**  
**ILLINOIS DEPARTMENT OF PUBLIC HEALTH - PERINATAL ADVISORY COMMITTEE**  
**Hospital Facilities Designation Sub-Committee Meeting (HFDSC)**

**August 11, 2016**  
**9:30 a.m. until 12:00 p.m.**

<b>IDPH Office</b> <b>122 S. Michigan, 7<sup>th</sup> Floor,</b> <b>Room 711</b> <b>Chicago, IL</b>	<b>IDPH Offices</b> <b>535 West Jefferson, 4<sup>th</sup> Floor</b> <b>Springfield, IL</b>
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**Introductions**

The Chair, Cindy Mitchell, called the meeting to order about 9:35 A.M. on Thursday August 11<sup>th</sup>, 2016. She then asked everyone around the room to introduce themselves.

**Attendees**

Members in Attendance	Guests and IDPH
Cindy Mitchell Howard Strassner (Phone) Urmila Chaudhry Srikumar Pillai (Phone) Phil Schaefer (Phone) Jenny Brandenburg Melissa Zahnd	Tanya Dworkin, IDPH Andrea Palmer, IDPH Miranda Scott, IDPH Shannon Lightner, IDPH Alexander Smith, IDPH  Trish O'Malley Patricia Prentice Elaine Shafer Jodi Hoskins Andrea Cross
	Members Not In Attendance
	Dennis Crouse Robyn Gude Rick Pearl

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## **Motions**

1. **Motion to approve June 2016 minutes**  
1<sup>st</sup> Jenny Brandenburg, 2<sup>nd</sup> Howard Strassner
2. **Motion to recommend to PAC to add Adriena Beatty to the HFDSC Committee**  
Unanimously Accepted
3. **Motion to adjourn**  
1<sup>st</sup> Jenny Brandenburg, 2<sup>nd</sup> Melissa Zahnd

## **Action Items**

1. **Action Item:** For October meeting the group is to do some research and find examples that may help the committee regarding the neonatal Chair's roles
2. **Action Item:** Cindy to send out process for change of networks.
3. **Action item:** Anything else as the committee looks at the process for site visits, what are important things to look closer at?
4. **Action Item:** If anyone has any Family Medicine specialist in a rural area that could be added to the committee to let the committee/Alex know.

## **Minutes**

The minutes from the June 2016 meeting were reviewed and approved.

## **IDPH Updates**

### Rule and Policy Changes

- IDPH informed the group that instead of trying to change the 640 rules line by line, the committee should let the department know what they want done, what are the problems, where we are compared to other states.

### A Policy for Chairs of Perinatal

- IDPH brought up a concern that there is no clear cut policy on what the Chair's roles and responsibilities are in the hospital without policy.
- It was brought up that hospitals should have in the policy that explains that there is a difference between administrative versus clinical.

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- Suggested to create a Policy section on duties of a chair.
- Mechanism to help clarify/verify what the chair does inside and outside their own time if they are on clinicals at other hospitals.
- Pat: the Chair should know the perinatal rules, know the requirements of the level of hospital they are chairing and how to retain that level.
- It was discussed that IDPH already has some policies in place that may help be enforceable.
- IDPH legal wants to review and make sure that it's ok to enforce some type of policy given through site visits and APC's
- It needs to be clear cut because people interpret rules and policies differently if they are vague.
- **Action Item:** For October meeting the group is to do some research and find examples that may help the committee

## **New Business**

### Work Plan

- UP Methodist – planning to come back in October 2016
- Centegra McHenry/Huntley have an 18 month follow up for December 2017
- St. Anthony wanting to move networks to University of Chicago – Andrea Palmer to check on status of.
- Need to set up some form of criteria to change networks. Recommended to send out a letter to the hospitals to let them know that going forward that they will need to meet a list of criteria to change networks.
- Insurance was brought up in terms of when a hospital transfers networks and the insurance companies may not negotiate between networks.
- When a hospital sends in a request to change networks, what is our timeline? What would be the committee's timeline?
- Start requiring them to let us know the reason why they want to change networks.
- IDPH Legal will look up to see if a site visit is needed to change networks.
- Bring in more payers on insurance / Medicaid people
- Elmhurst still wants to switch networks to University of Chicago network.
- Decrease in level of care: the group wants a follow up and reports the impact of the change in level. IE: We cannot deny them, but we need information as to the reason why they needed to go down a level and what they plan to do with mothers who previously would need that level of care.

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- The committee wants a report after the site visit of a decrease in level that summarizes the impact of the change and their plan moving forward for patients that would need the level of care that it decreases from.
- When address rule changes in the future: if a hospital wants to close OB services they will need to create a plan of where the mothers would go.
- **Action Item:** Cindy to send out process for change of networks.

### **Old Business**

- Talked in other areas that covered this topic.
- There was a slight discussion on other states protocols during site visits.
- The committee also looked at fees associated with conducting site visits.
- IDPH is looking at whether or not other hospitals in other states have adopted the levels of care as set forth in the 2012 AAP guidelines.
- **Action item:** Anything else as the committee looks at the process for site visits, what are important things to look closer at?

### **Closed Session**

At 11:45 P.M. The meeting was closed to discuss new membership.

### **Closing and Voting**

- At 11:56 AM, the meeting was reopened.
- Motion was made to approve Dr. Beatty and it was approved and unanimously accepted.
- Motion to defer Dr. Kandel until there is an opening for pediatric surgeon. It was unanimously accepted.
- Jenny Brandenburg moved for the meeting to be adjourned. This was agreed upon by Melissa Zahnd on Thursday August 11<sup>th</sup>, 2016.
- **Action Item:** If anyone has any Family Medicine specialist in a rural area to let the committee/Alex know.

### **Next Meeting**

October 20, 2016 at 9:30 AM.