



Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
Levels of Care: Designation, Redesignation, and Change of Network (LOC)

May 17, 2018
8:30 a.m. until 10:30 a.m.

George W. Dunne Building 69 West Washington, 35th Floor Chicago, IL	IDPH Offices 535 West Jefferson, 5th Floor Springfield, IL
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Attendees

Members in Attendance	Guests and IDPH
Jenny Brandenburg Harold Bigger Linnette Carter (phone) Paula Melone (phone) Debbie Schy	Tanya Dworkin, IDPH Shannon Lightner, IDPH Alexander Smith, IDPH Robyn Gude Salena Kinser Cindy Mitchell Myra Sabini Shirley Scott
	Members Not In Attendance
	Adriena Beatty Joan Cappelletti Lori Filock

Motions

1. **Motion to approve minutes from April 2018.**
 - 1st Harold Bigger, 2nd Linnette Carter, Unanimous Yes

2. **Motion to adjourn.**
 - 1st Debbie Schy, 2nd Harold Bigger, Unanimous Yes

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Introductions

- Jenny Brandenburg called the meeting to order and introductions were done in Chicago, Springfield, and on the phone.

Minutes

- The minutes from April 2018 were approved.

Agenda Items

1. IDPH Update

- The Illinois Department of Public Health spoke about the implementation meeting coming up.

2. Old Business

Review and Compile Decisions/Discussions from Previous Meetings

- The committee decided to initially look at facilities who will change/increase in designation and then tackle facilities that will remain the same level of care.
 - 2E's going to 3 or higher
 - 2's to 3 or higher
 - 3's going to 4
 - 1 going to 2 or higher
 - 0 to 1 or higher
- Had a discussion of which level of care change should take priority.
- Discussion on timelines of when letter of intent should be sent out.
- Discussion on brand new hospital process.
 - Revisited a discussion on fee structure for new hospitals and redesignations.
 - **Public Comment:** Shirley Scott: If a hospital doesn't pass their site visit do they have to pay each time they have a visit?
 - Discussion on data collection and ePerinet
 - **Action Item:** Paula to develop a list of possible recommendations of what funds could be used for.
 - **Action item:** Harold and Debbie to look at the fee structure of other states and come up with a suggested schedule.
 - **Discussion:**
 - Higher fee for Initial designation or increasing level
 - Fee for Redesignation but lesser value for remaining the same level or decreasing level.
- Revisited the discussion on letter of intent and scheduling of the site visit and when IDPH should receive the letters.

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- The committee recommended that there does not need to be a timeline or scheduling the site visit between the APC and the facility so long as it is a mutually agreed upon date.
- Recommended that a follow-up should be done “within 18 months.”
- Discussion on what is reviewed during a follow-up
 - **Public Comment:** Shirley Scott: Thinks there should be an evacuation plan as a part of the rules.
 - **Action Item:** Shannon will talk to the Levels I and II group about an evacuation plan. The Levels III and IV group is already looking at the topic.
 - **Action Item:** Shannon to follow-up with Amanda to discuss using vital statistics or eperinet for dashboard overall numbers.
 - Recommended that a maternity service plan would not be needed.
 - Recommended that a letter of intent would not be needed.
 - Even though there won't be much data it is still important to have.
 - Keep track of what babies are kept, mortality rates, etc.
- Revisit Redesignation Process
 - Discussion on if Neonatal volume should be considered.
 - Level 3 & 4 Group is looking for an average of 20 per year.
- Revisit Request to Increase Designation
 - **Public Comment:** Cindy Mitchell: How is “fail” defined in regards to meeting the requirements?
 - Discussion on if the perinatal service review team finds inconsistencies or deficiencies, they will be given 90 days to correct.
 - Suggested to change “fail” to “does not meet” and to add an extra line for specificity.
 - Working language to say something along the lines of: practices are not consistent with the intended level of care
- Revisited Site Visit (Perinatal Quality Review) Process Discussion
 - The committee intends to recommend some ideas or topics for the levels of care site visit team to consider.
 - Recommended to strike the letter of intent sent to IDPH and the acknowledgement from IDPH to the facility.
 - Discussed what to recommend as part of a site visit team make-up
 - Recommended that they will include language similar to: A site visit team should consist of a minimum of
 1. APC Director of MFM or designee
 2. APC Director of Neonatology or their designee
 3. APC Perinatal Administrator
 4. APC Educators
 5. A representative of the Perinatal Advisory Committee
 6. One representative from IDPH
- . This will allow teams to include additional members if needed.
 - Discussion on whether or not a non-contiguous center should do the review.

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- **Public Comment:** Myra Sabini: Has three different entities for the review so as to help some of the potential bias.

3. New Business

- None at this time

4. Next Steps

- Jenny will update the draft suggestions and will send it to the group.
- Alex will look into getting a July meeting scheduled.

5. Public Comment

- None during the time available at the end of meeting.
- Made throughout the meeting.

Adjournment

Motion to adjourn, Unanimous yes.