



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

September 21st, 2017
 8:30 a.m. until 9:30 a.m.

IDPH Offices 69 W. Washington, 35th Floor Chicago, IL	IDPH Offices 525 West Jefferson, 5th Floor Springfield, IL
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Attendees

Members in Attendance	Guests and IDPH
Jenny Brandenburg Lori Filock Harold Bigger (Phone) Linnette Carter (Phone) Joan Cappelletti (Phone) Paula Melone (Phone)	Shannon Lightner, IDPH Tanya Dworkin, IDPH Miranda Scott, IDPH Alexander Smith, IDPH Christine Emmons Debbie Kamradt Myra Sabini Cindy Mitchell Carol Rosenbusch
	Members Not In Attendance
	Adriena Beatty Debbie Schy (excused)

Motions

1. **Motion to approve minutes from July 2017.**
 - 1st Lori Filock, 2nd Joan Cappelletti, Unanimous Yes.

2. **Motion to adjourn.**
 - Unanimous yes.

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Introductions and Welcome

- Jenny Brandenburg, chair of the committee, called the meeting to order at approximately 8:30 am and asked all members and guests to introduce themselves.

Minutes

- The minutes from August 2017 were reviewed and approved with a unanimous yes.

Agenda Items

1. IDPH Update

- The Illinois Department of Public Health's (IDPH) update was to remind everyone about the October 19th meeting combined of Facilities, Levels of Care: Site Visits, and the Levels of Care: Designation, Redesignation, and Change of Network.
- It was asked of the group to look further in depth at the Appendices, Appendix O, and the Resource Checklist.
- Discussion looking around the resource checklist and look at what actually is required and is not "recommended."

3. Workgroup Discussion

New Hospital Designation

- Proposed process for rule change, suggested to start with hospitals going up in level and then hospitals staying the same level, and last would be the decrease in levels.
- A letter of intent to IDPH so they can have an idea of where each hospital stands.
- Notice would need to go through JCAR and then it would be about 5 months until rules are actually implemented.
- Suggested for:
 - Hospitals turn in letter of intent 30 days after first notice to JCAR
 - Preliminary letter and then if anything changes after JCAR there can be a final letter of intent.

Brand new hospitals

- Possibly charge a fee for brand new hospitals.
- If there's a fee, who controls that money? It was suggested to try to stay away from special funds and maybe put it back in the program funds to help pay for travel and expenses of the site visit team. -- Possibly look at charging for all redesignations as well.
- Instead of application fee should there be a fine structure?
- **Action Item:** IDPH to send research on fee structures from other states to this workgroup.

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- Discussion around another LOC: Site Visit group talking about having hospitals submit a yearly report, but not do a full site visit.
- Committee would like to see streamlined data and make it more real time.
- It was brought up that hospitals work on data, but some feel they don't get a lot back. It makes site visits harder to go through as there is so much data to go through.
- What do you need for designation? What do you need for site visits? What is repetitive? Does something need to be annually? Shorter or longer?
- Keep the 18 month hospital site revisit to look at quality improvement, data, and the trends from the data.
- Keep the teams similar to what they are now and to possibly add a representative with the same level of care and geographic area.

Process time after Site Visit

- Discussion on paperwork submission timeline.

Process for non-delivering hospitals

- What does ED have in place to stabilize and transport mom/baby
- Should they be included in statewide initiatives?
- This all hinges on what an APC will be? The role of the APC will be different.
- Level I and II group is looking at this and maybe to parallel this issue
- Q: What about birthing centers? A: Currently, must have letter of agreement with hospital.

4. Next Steps

- November will touch on the break out groups.
- For October meeting - Look at appendix K, it lists specifically the things that the group will want to look at.
- Research to be done on a fee structure.
- Public Comment from a Level II+ Hospital:
 - Q: Concerned about reporting data at smaller community hospitals and the manpower for the data?
 - A: Committee asked for clarification.
 - Q: Add more data requirements it will be hard financially to get someone to input or collect all the data that may be required?
 - A: Capture the QI and QA projects that are underway, and not collect specific case data. The data asked for would hopefully be stuff that the hospital is already tracking. And stuff that would help with the site visit.

Adjournment

Motion to adjourn, Harold Bigger 1st, Lori Filock 2nd, Unanimous yes.