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Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
Levels of Care: Site Visits (LOC)

August 10th, 2017
 12:30 p.m. until 2:00 p.m.

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

Members in Attendance	Guests and IDPH
Phil Schaefer Elaine Shafer Jennifer Hamilton-Gilpin (phone) Jim Hocker (phone) Salena Kinser	Amanda Bennett, IDPH Tanya Dworkin, IDPH Trishna Harris, IDPH Shannon Lightner, IDPH Andrea Palmer, IDPH Miranda Scott, IDPH Alexander Smith, IDPH Jenny Brandenburg Joan Cappelletti Andrea Cross Lori Filock Robyn Gude Jodi Hoskins Lance Kovacs Cecilia Lopez Claudia Mahoney Cindy Mitchell Myra Sabini Deborah Schy Shirley Scott

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Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
LEVELS OF CARE COMMITTEE: Site Visits MEETING
August 10th, 2017
Page 2 of 4

	Fiona Springman Bernadette Taylor
	Members Not In Attendance
	William Mackendrick Ann Schramm Michael Socol

Motions

1. **Motion to approve the minutes.**
 - 1st Elaine Shafer, 2nd Salena Kinser, Unanimous yes.
2. **Motion to adjourn.**
 - 1st Phil Schaefer, 2nd Salena Kinser, Unanimous yes.

Introductions and Welcome

- Phil Schaefer, Chair, went around the room asking the room to introduce themselves.

Minutes

- Minutes were reviewed and voted on: 1st Elaine Shafer, 2nd Salena Kinser, and Unanimous Approval.

Agenda Items

1. IDPH Updates

- The Illinois Department of Public Health (IDPH) staff was on hand to give a short update on how the levels of care committees are going.

Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
LEVELS OF CARE COMMITTEE: Site Visits MEETING
August 10th, 2017
Page 3 of 4

- Q: How many hospitals in the state are/are not accredited from JCAHO? A: 210 Hospitals, 24 are not accredited by JCAHO, 20 of those 24 are critical access. 4 of the 24 are acute care.
- Question: Are there any maternity service hospitals that are not accredited? A: IDPH will look into it.

2. Change of Network / Designation Process Discussion

- Jenny Brandenburg was on hand to go over the discussion from earlier in the day over the Certificate of Need.
- The board takes geographic need of beds into consideration when looking at a certificate of need, however they do not look at it for the certificate of exemption.
- Went over the difference in Certificate of Need and Certificate of Exemption.
- Elaine asked Jenny to talk about what her Designation, Redesignation, and Change of Network group has been working on:
 - They have looked at the Designation process and how it will have much different requirements than the Redesignation process.
 - They also talked about having an annual site visit materials review so that way when their redesignation came up it would be more of a streamlined process.
 - Want to look at having a real time dashboard type where hospitals and facilities could enter data. Also looking at streamlining or simplifying the data.

3. Similarities and Differences in the Site Visits Processes

- If anyone has site visit processes from other states to bring it before the next meeting or reach out to IDPH and send any information to be distributed.
- Action item: The group intends to break out into groups that will discuss four topics.
 - Drs Hocker, Mackendrick, and Socol will look at hospital data at each level.
 - Elaine and Phil are looking the administrative part of a site visit.
 - Selina and Jennifer are looking at the resource requirements for a site visit.
 - Ann Schramm and Elaine are looking at education communication.
- IDPH to look at birth centers: Legal for 240 and 260. While the rules are open to look at shifting rules/guidelines. Other Levels of Care groups are also looking at this issue.

Meeting Minutes of:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH
LEVELS OF CARE COMMITTEE: Site Visits MEETING
August 10th, 2017
Page 4 of 4

4. Proposed Plan Moving Forward

- If anyone has site visit processes from other states to bring it before the next meeting or reach out to IPDH and send any information to be distributed.
- Action item: The group intends to break out into groups that will discuss four topics.
 - Drs Hocker, Mackendrick, and Socol will look at hospital data at each level.
 - Elaine and Phil are looking the administrative part of a site visit.
 - Selina and Jennifer are looking at the resource requirements for a site visit.
 - Ann Schramm and Elaine are looking at education communication.
- Action Item: Alex is to look to see if meeting space will be available for the next meeting after the PAC meeting in October
- IDPH to look at birth centers: Legal for 240 and 260. While the rules are open to look at shifting rules/guidelines. Other Levels of Care groups are also looking at this issue.

5. Public Feedback/Questions

- The group would like to meet in August and then start monthly from then on.
- Asked for public comment. There was none.

Adjournment

Motion to adjourn: Unanimous yes.