

Health Commissioners Monthly Report for April/ May 2015

Submitted by Trish Factor

Staff Meetings

We have continued meeting as a staff monthly to discuss upcoming topics and issues that need to be addressed. With various changes occurring around the department it is important to keep everyone informed and on the same page.

In addition, the nursing division held its first monthly meeting in order to address issues specific to their division; such as coverage, immunization updates, communicable disease updates, etc.

Building

Quotes for office space projects have been received. We are currently trying to determine how to best move forward with the necessary projects.

Annual Report

The annual report that was approved by the BOH has been well received. We have received feedback from a number of community partners while at meetings.

AOHC Health Commissioner University

Various topics were covered in my 2nd of three sessions at Health Commissioner University.

- Sources of Funding
- Fiscal/ Audit Responsibility
- Ethics and Ethical Concerns (real-world examples)
- Information for Decision Making
- Performance Standards and Accreditation

Next session is set for 6/5/15.

DON

Ashley Smith, RN BSN began with the department May 11, 2015. She will become acclimated to the department and complete a number of required trainings. She will also be assessing the needs and the abilities of our nursing division.

2015 Public Health Combined Conference 5/18-20/15

Dr Metzger and I will be in attendance at the Spring Combined Conference.

Trainings/ Workforce Development

I am continuing to work on a Workforce Development Plan that staff will be able to follow and will be held accountable for training requirements incorporated within. This plan will also include the training plans for newly hired employees. *All staff has access to online training portals

Continuous Quality Improvement

I am currently working on a Quality Improvement Plan for the department. This is required for Accreditation. Quality Improvement projects have already begun to take shape based on internal needs assessments. The written plan will guide how we create QI projects, how they are documented, and gives us a method by which to measure our outcomes. I feel that this will help push our department forward in various aspects.

Personnel Policies and Procedures

This document is being looked at by a subgroup to determine necessary revisions.