

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

August 9, 2022

FROM

WILLIAM L. GILBERT, Director, Arrowhead Regional Medical Center

SUBJECT

Arrowhead Regional Medical Center Operations, Policy, and Procedure Manuals

RECOMMENDATION(S)

Accept and approve the revisions of policies and the report of the review and certification of the Arrowhead Regional Medical Center Operations, Policy and Procedure Manuals, included and summarized in Attachments A through C, related to the Department of Ambulatory Care Services Primary Care Clinics Policy and Procedure Manual.

(Presenter: William L. Gilbert, Director, 580-6150)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Revisions of policies and the report of the review and certification of the Arrowhead Regional Medical Center (ARMC) Operations, Policy, and Procedure Manuals are non-financial in nature.

BACKGROUND INFORMATION

The ARMC Procedure Manuals and Policies are prepared in compliance with the policies and procedures of the Administrative Operations Manual, County policies, California Code of Regulations Title 22, Chapters 1 and 5, Centers for Medicare and Medicaid Services (the Center), The Joint Commission, and other appropriate regulations and guidelines. Per the Center and The Joint Commission, all ARMC Operations, Policy, and Procedure Manuals are reviewed and revised, as necessary a minimum of every one, two or three years, depending on the type of manual, and require Board of Supervisors (Board) acceptance and approval.

The aforementioned manuals and policies are necessary to maintain compliance with policy and regulatory bodies. Adherence to the standards set forth in these manuals will improve County government operations and provide for the safety, health and social service needs of County residents by ensuring policies and procedures are in place for hospital operations and quality patient care.

The Department Manager, Medical Executive Committee, Quality Management Committee, and ARMC Administration reviews all ARMC policy manuals. The ARMC Operations, Policy, and Procedure Manuals reviewed include the following:

Department of Ambulatory Care Services Primary Care Clinics Policy and Procedure Manual

The Department of Ambulatory Care Services Primary Care Clinics Policy and Procedure Manual contains policies and procedures regarding quality of patient care within the various primary care clinics. The manual contains a total of 64 policies, of which one policy is new. Policy 402.03 Issue 1 was created to identify specific rooms in patient care areas that have been designated as negative pressure ventilation rooms in the clinics. ARMC completed the 2022 review of the policies and recommends the revisions summarized in Attachment A. The new policy added to the manual is included in Attachment B, as listed below:

Policy Number	Policy Title
402.03 Issue 1	Negative Pressure Patient Care Rooms

On June 14, 2022 (Item No. 12), the Board accepted and approved the report of review and certification of specific ARMC Operations, Policy, and Procedure Manuals listed and identified in Attachment C.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Bonnie Uphold, Deputy County Counsel, 387-5455) on July 22, 2022; ARMC Finance (Chen Wu, Budget and Finance Officer, 387-5285) on July 22, 2022; Finance (Jenny Yang, Administrative Analyst, 387-4884) on July 25, 2022; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on July 25, 2022.

**Arrowhead Regional Medical Center Operations, Policy, and Procedure
Manuals
August 9, 2022**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: August 9, 2022



cc: File- Medical Center w/attach
LA 08/11/2022