

**Carolina Health Centers, Inc.**  
 Quality Improvement Committee Meeting  
 June 25th, 2024  
 Minutes

TEAMS MEETING
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Members Present:

x	Locke Simons, CMO, Chair	x	Jason Dahlberg MD, DSS (P)
x	Natasha Johnson, DQPH, Co-Chair	A	Christine Gray, MD-Chief of Peds (P)
x	Jessica Strutton RN, EHR Clinical Specialist	A	Sarah Rudder, FNP, CFFP (2-3 years) would like to stay
x	Nikki Richard, RN, DOCS		Lisa Gilmer, Revenue Cycle Mgr.(P)
x	Derek Bannister, PA of FM	X	Pam Battle, Lab Coordinator (P)
x	Jessica Brock, PA of Peds	X	Nicole Calhoun, RN Case Manager 2024
	Erika Dorn, Peds Nurse Mgr	X	Jeralynn Mills, PSR Coord, VFP 5 years would like to stay
X	Sirena McCowan, CMA		Shulundia Moore, PSR Coord, LC4 2023
	Amanda Salter, RN, PFHC <sup>®</sup> 4-5 years would like to stay		Vivan Poroj, PSR, UFP (probably needs to rotate out)
Ax	Jessica Jacobs, MA, DOBH (P) AJ Birch substitute		Rosario Marquez, PSR, SFP (?)
x	NaToya Leverette, Pop Health Spec (QI)	X	Ally Hale, MMS, PA-C 2023
	Lisa Warren, RT(r), CMA, RSFP (3 years) would like to stay	X	Mary Cooper, LPN (QI)
x	Jessica Moore 2024		Morgan Bowen 2024
	Noelle Lowe 2024	X	Kesha Houston (QI)
	Valerie Moore 2024		Ana Jaramillo (QI)
x	Brandi Beard 2024	A	Sarah Dorn (QI)
x	Denecka Agnew (QI)	X	Emily Olmstead (QI)
A	Daniel Lapp MD 2024	A	Christy Irons NP, 2024
x	Lance Braye MD 2024		Ashley Smith, 2024
X	Latitia Jones		

**QI Committee Strategic Planning**

*CHC's Quality Improvement Plan (QIP) is a comprehensive program used to assess clinical quality and risk issues on a continuous basis. The goal of the QIP is to objectively and systematically monitor and evaluate the health center's service performance, as well as*

*potential risks incurred in the implementation of all services. This includes resolving problems, addressing deficiencies, and improving clinical care.*

- 1) The meeting was called to order by Natasha Johnson
- 2) Approval of Minutes: Meeting minutes from 4/30/2024 were approved by Dr Simons, Nicole Calhoun
- 3) Announcements, introductions, staffing updates: Tobechukwu Infectious Disease Coordinator Vacant
- 4) Role was taken and is reflected above.
  - a) Sirena Willams the Referral coordinator at UTFP will be replacing her.
  - b) Representation from other sites was also requested.
    - i) Clinical Staff Uptown: Latitia Jones accepted request.
- 5) Other Follow/Up
  - i) PCMH: LC4 was awarded Advanced PCMH
    - (1) Discussed PCMH company wide as well
  - b) Questions
    - (1) Diabetic kidney screening decrease
      - (a) We found out clinical staff did not realize after the new process that was still a standing order at UTFP
        - (i) Nikki R please send out reminder email to all FP sites. (\*need to f/u)
          - a. Also, a suggested request after the meeting was to have the standing orders printed and laminated for each nurse station at each location. (Nikki R) (\*need to f/u)
      - (2) Medication refills on patients not seen.
        - (a) Dr. Simons sent an email on 4/29/2024 out to providers about making sure medications are not filled for a long period of time when the patient has not been seen.
          1. If you see a patient like this, send a request to your PSR to get them in for an appointment within the amount of time based on the medication refill you are giving.
      - (3) BP being taken twice when high
        - (a) Send reminder email to staff how important this is
          - (i) Discussed some possibilities on managing this, still needs discussion
            1. Provider entering best BP

2. BP not being taken at every visit
- (4) Low visits this Month
- (5) Quality data was discussed
- (6) Risk sheet issues
- (7) Quality Initiative on Obesity (no update)
  - (a) Dr. Gray is working on a project within Pediatrics, how is this going
- (8) AWW clinic starting 7/24/2024 (advanced care planning soon after)
  - (i) Team
    1. Sarah Rudder, FNP
    2. Nicole Calhoun, BSN
    3. Pharmacist
    4. Natoya Leverette, PSR, Eye exams
- (9) Telehealth clinic was established and 1<sup>st</sup> meeting for planning completed. Possible start date August
  1. Team Members
    - a. Dr. Braye
    - b. Dr. Edison
    - c. Matt Anderson, PA
    - d. Natasha Johnson
      - i. Discussed triage strategies, coding and overall implementation.
- 6) Upcoming quality initiatives
  - a) Diabetic Eye Screenings in house
  - b) Blessing Box (TCC)
  - c) Incentives (Hometown and Lakelands)
  - d) Project hope (forgot to discuss)
  - e) Provider Sharepoint (forgot to discuss)

The meeting was adjourned 1:17 pm  
The next meeting 8/27/2024

*Natasha Johnson*

Natasha Johnson  
Director of Quality and Population Health