



APPROVED MEETING MINUTES  
Hospice and Palliative Care Advisory Board Meeting  
May 11, 2017 - 10:30 a.m. – 12:30 p.m.  
Video conference locations:  
525 W. Jefferson, 4<sup>th</sup> Floor, Springfield  
122 S. Michigan Ave, 7<sup>th</sup> Floor, Room 711, Chicago

Members Present: Daniel Holste, David Lockhart, MD, Nancy Flowers, Ronda Dudley, Shelly Taylor, Marijo Letizia, Diane Bergan, and Pamela Cramer

Members Absent: Aimee Isham, MD, Ronette McCarthy, and Jennifer Reif

Department Staff and Guests: Karen Senger, Elaine Huddleston, Sean Dailey, Linda Breen, Lisa Griffith; Kelly Neuman, and Dr. Layden

**Call to Order**

The meeting was called to order at 10:30 am. Committee members, guests and Department staff were asked to introduce themselves. A quorum was not established at this time, and Board Member Ronda Dudley called to say she was running late and on her way. A second call to order was conducted later at 11:08 am and a quorum was established at this time.

**Discussion and Review of the Draft Minutes for February 9, 2015, August 13, 2015, and November 12, 2015**

Board members were asked to review and approve the draft minutes from February 9, 2015, August 13, 2015 and November 12, 2015. A few newly appointed Board Members agreed to approve the draft Minutes of the past meetings for 2015, but not the contents as they were not part of the Board at that time.

**February 9, 2015 Meeting Minutes Review**

The draft minutes of the February 8, 2015 meeting was reviewed and discussed by the Committee. Board Member Dr. David Lockhart made a motion to approve the minutes as presented, seconded by Ronda Dudley, and motion was unanimously carried to approve the minutes.

**August 13, 2015 Meeting Minutes Review**

The draft minutes of the August 13, 2015 meeting was reviewed and discussed by the Committee. A motion was made to approve the minutes as presented, seconded by Ronda Dudley, and motion was unanimously carried to approve the minutes.

**November 12, 2015 Meeting Minutes Review**

The draft minutes of the November 12, 2015 meeting was reviewed and discussed by the Committee. Board Member Ronda Dudley made a motion to approve the minutes as presented, seconded by Daniel Holste, and motion was unanimously carried to approve the minutes.

## **OLD BUSINESS**

### **Proposed Training needs for Surveyors of LTC and Hospice Programs**

Karen Senger and Ronda Dudley presented this section to the Board on proposed training for surveyors of Long-Term Care (LTC) and Hospice Programs for informational purposes. The purpose of the training will be to help educate and inform surveyors on the role and use of psychotropic medications used for end of life used with Hospice residents on the Nursing Home (NH) side. This presentation will be held during the LTC Supervisors meeting on July 26, 2017 at 1:00 p.m. through a multipoint video conference set up between several Regional Office locations (Springfield, Marion, Edwardsville, Champaign, Peoria, Bellwood, W. Chicago, and Rockford). There will be a separate training/presentation for Hospice Surveyors at a later date and time. Board Members were asked to contact Ronda Dudley with other questions or further information on this topic.

## **NEW BUSINESS**

### **New Division Chief Appointment**

Karen Senger announced that she has been promoted into the position as the new Division Chief of Health Care Facilities and Programs in May 2016. This position was formerly held by Bill Bell. Karen Senger was congratulated on her new position.

### **Board Membership Updates**

Karen Senger presented this section on Board Membership;

1. Membership vacancies – One (1) voting vacancies
  - a. One (1) position is pending nomination from the Director of DHS for replacement for former member Kim Pieczynski resigned effective 1/22/2016.
2. New Members – Four (4) voting members
  1. Shelly Taylor, Cass Co Health Department will be representing members from Hospice Program as a replacement to former Board Member Richard Kasper effective 4/14/2016.
  2. Diane Bergan, Journey Care will be representing members from Hospice Program as a replacement to former Board Member Mary Runge resigned 12/1/2015.
  3. Pamela Cramer, PMC Group, Inc. will be representing general public member recommended by Ronda Dudley as a replacement for this vacant position.
  4. Jennifer Reif, Department on Aging will be representing State Agency recommended by the Director of DOA to replace former member Carole Schwartz resigned effective 1/27/15.
    - a.
3. Membership Reappointment/Approval by the Director's Office– Two (2) voting members
  - a. Two (2) current members were reappointed to the Board
    - i. Ronda Dudley
    - ii. David Lockhart, M.D.

Karen Senger introduced and welcomed several newly appointed Board Members. The Department will be sending an updated Board Membership list and copy of the By-laws and /updated contact list.

### **Hospice Survey Statistics**

Karen Senger presented this section to the Board on Hospice Statistics for Calendar year 2017 and for the year 2015-2016. An overview was given regarding the number and types of surveys that the Department conducted from the period of January through March of 2017 and August 2015 through

December 2016. The information included a brief history for an overall comparison of areas that are still out of compliance for informational purposes.

The Department has met the requirement in conducting Hospice Facility surveys every three (3) years to meet the three year time cycle as required by CMS. The Department will now go forward to conduct and complete Hospice surveys on a three year cycle.

Board members were asked if there were any other questions. A few Board members shared a few questions and concerns with this section.

Dr. Lockhart questioned the number of Conditions of Participation (COPs) that were out of compliance as some facilities have multiple/different Agencies. Karen Senger responded that the number used in this report was taken from a pool of the 35 licensed Hospice Facilities. The breakdown of percentage was based on the COP's that were out of compliance during the first quarter of 2017 that equaled 23%.

Diane Bergan questioned the 2017 statistical report for tags sited and frequency for Criminal Background Checks. The 2016 statistical report does not show this tag cited and questioned if this tag was cited or measured for the past years of 2014 and 2015.

Karen Senger commented that there were no numbers on this tag in the past so the data was not captured to be able to measure them. This tag - Criminal Background Checks has been become a bigger focus now on criminal background checks for employees. This tag was not reported as one of the top ten (10) tags for Standard Deficiencies sited for Hospice and was not reported. This tag now brings more attention and focus on and will be included in future reports.

No other comments were made.

### **Hospice and Palliative Care**

The following attachment was brought to Karen Senger's attention that addressed access to Palliative Care in Hospice within other states. The document referenced Long-Term Care Facilities (LTC) and the Palliative Programs level of Care that is provided to Hospice residents. There seems to be a pressure on families to not sign on with Hospice facilities vs LTC facilities that have a hospice program to care for Hospice clients. Families struggle with the decision to choose the appropriate program in fear of threatening residence to choose to use there program or leave the facility.

Dr. Lockhart questioned the name of "Palliative Care" as the original name was Hospice and Palliative Care. The patient is not ready for end of life and pre-Hospice services is the brand name for this type of service. The Act adds to the confusion by describing the end of life as less than six (6) months life expectancy. Hospice care is a type of Palliative care that is talked about for support and when the client reaches the Hospice care level then the resident does not accept and chooses Palliative care over Hospice care.

Karen Senger gave a hand out from Massachusetts and commented she liked the format of this document. The document had a clear, simple, and consistent key points that explains the licensing requirement or guidance for Hospice Care in the state of Maryland.

The Board agreed to form a Sub-Committee to work on gathering material and drafting a document as a starting point for the Board to review. Karen Senger will reach out to Massachusetts to obtain permission to share some of the information as a basic starting point. Dr. Lockhart and Ronda Dudley agreed to form a Sub-Committee for this project and bring back to the next meeting for discussion.

### **Travel Mileage Reimbursement**

Board Members were provided a blank travel voucher-mileage expense form (effective: 01/2016). Board members were reminded to complete the current mileage reimbursement form as the mileage rate has

changed to 53.5 cents per miles effective January 2016, and to submit to IDPH staff Elaine Huddleston with any further questions or concerns with their travel expense forms.

### **Other Comments**

Dr. Layden with Elgin Mental Health introduced this concept to the Board for discussion and support on allowing Community Services Care workers to come into and help with residents in LTC Facilities. Dr. Lederman gave a brief summary and description of service, which covered the political support and payment for this program.

No other comments were made.

### **Future Meeting**

#### **1. Meeting Schedule for 2017**

Board Members were given a copy of the future meeting dates for 2017 that have been established for informational purposes. Board member were reminded to mark their calendars and make note of the meeting times and locations as not all meetings will have the Bellwood location available.

#### **2. Tentative Meeting Schedule for 2018**

The Board was given a copy of next year's tentative meeting schedule for 2018 for informational purposes. The Department is currently working on scheduling these dates, times, and meeting locations for next year. Members were asked to mark their calendar accordingly and plan to attend.

### **Next Board Meeting Date:**

1. August 10, 2017 • 10:30 a.m.(122 S. Michigan Avenue, 7<sup>th</sup> Floor, Room 711, Chicago, 525 W. Jefferson Street, 4<sup>th</sup> Floor, Springfield, and 4212 W. St. Charles Road, Bellwood.
2. November 9, 2017• 10:30 a.m. (122 S. Michigan Avenue, 7<sup>th</sup> Floor, Room 711, Chicago, 525 W. Jefferson Street, 4<sup>th</sup> Floor, Springfield). **Note the Bellwood Location is not available for this meeting.**

**Meeting Adjourned at 11:54 am**