

## Hospital Staffing Advisory Committee Meeting

### Meeting Notes

<b>Date</b>	4/15/2025		
<b>Meeting Topic</b>	Hospital Staffing Complaint Data		
<b>Note Taker</b>	Holli Erdahl		
<b>Attendees</b>	<b>Standing Attendees</b>		
	WSHA		WSNA, SEIU, UFCW
	<input type="checkbox"/>	Chelene Whiteaker	<input checked="" type="checkbox"/> Cara Alderson
	<input checked="" type="checkbox"/>	Darcy Jaffe	<input type="checkbox"/> David Keepnews
	<input type="checkbox"/>	Dino Johnson	<input type="checkbox"/> Duncan Camacho
	<input checked="" type="checkbox"/>	Jennifer Burkhardt	<input type="checkbox"/> Maureen Hatton
	<input type="checkbox"/>	Keri Nasenbeny	<input checked="" type="checkbox"/> Tamara Ottenbreit
	<input checked="" type="checkbox"/>	Renee Rassilyer Bomers	<input checked="" type="checkbox"/> Vanessa Patricelli
	DOH		L&I
	<input type="checkbox"/>	Megan Veith	<input checked="" type="checkbox"/> Caitlin Gates
	<input checked="" type="checkbox"/>	Holli Erdahl	<input checked="" type="checkbox"/> Lizzy Drown
	<input checked="" type="checkbox"/>	Ian Corbridge	<input checked="" type="checkbox"/> Carl Backen
	<input type="checkbox"/>	Julie Tomaro	
	<input checked="" type="checkbox"/>	Kristina Buckley	
	<input checked="" type="checkbox"/>	Tiffani Buck	
	<b>Alternates and Other Attendees</b>		
	Ashlen Strong – alternate for Chelene		Sara Arneson
	Tim Bock – alternate for Dino		Matthew Erlich
	Gloria Brigham – alternate for David		Michelle Curry
	Bonnie Fryzlewicz – alternate for Keri		
	Dawn Marick – alternate for Duncan		

Agenda Item	Notes
<b>Welcome and Roll Call</b>	<ul style="list-style-type: none"> <li>Attendance taken</li> </ul>
<b>Land and Labor Acknowledgement and Safety Topic</b>	<ul style="list-style-type: none"> <li>Poisonous Plants – Chemical irritation, light sensitivity, mechanical injury</li> <li>Tips – wear protective clothing, wash hands, etc.</li> </ul>
<b>Approve Prior Meeting Minutes</b>	<ul style="list-style-type: none"> <li>Meeting minutes from January – any corrections?</li> <li>Meeting minutes approved</li> </ul>
<b>DOH Complaint Data</b>	<ul style="list-style-type: none"> <li>Presented by Sara Arneson</li> <li>Increase in complaints <ul style="list-style-type: none"> <li>3 referred to LNI</li> <li>4 closed with insufficient info</li> <li>6 closed no violation</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ 9 open investigations with DOH</li> <li>○ 5 closed with violation</li> </ul>
<b>LNI Complaint Data</b>	<ul style="list-style-type: none"> <li>● Presented by Carl Backen</li> <li>● Decrease in complaint volume</li> <li>● Complaints that are received have more merit</li> <li>● Data to update – investigations and penalties</li> </ul>
<b>DOH Friendly Reminder &amp; LNI Support Plans</b>	<ul style="list-style-type: none"> <li>● DOH: As of July 1<sup>st</sup> <ul style="list-style-type: none"> <li>○ Hospitals begin implementing and following hospital staffing plans</li> <li>○ Non-exempt hospitals from RCW 70.41.420(7)(b) must document and report to DOH when number of patients assigned to nursing staff is higher than allowed by the hospital staffing plan (less than 80% of the time) <ul style="list-style-type: none"> <li>▪ <a href="#">Frequently Asked Questions   Washington State Department of Health</a></li> <li>▪ Hospital staffing plan compliance will be determined by what is in the hospital's staffing plan. Compliance will be assessed by looking at the number of nursing staff and patient assignments throughout a shift and evaluating if that matches what is in the hospital's staffing plan.</li> </ul> </li> <li>○ Hospitals post in a public area on each patient care unit, their hospital staffing plan and any corrective action plan</li> </ul> </li> <li>● LNI: Updates <ul style="list-style-type: none"> <li>○ New web content with additional context</li> <li>○ Creating Hospital Staffing fact sheet and updating existing fact sheets</li> <li>○ Quick reference information card templates</li> <li>○ Virtual open house sessions</li> <li>○ Visual aids and guides</li> </ul> </li> <li>● <a href="http://www.Lni.wa.gov/HLS">www.Lni.wa.gov/HLS</a> best place to receive/sign up for updates</li> <li>● Sign-up for the newsletter: <a href="https://public.govdelivery.com/accounts/WADLI/subscriber/new?topic_id=WADLI_199">https://public.govdelivery.com/accounts/WADLI/subscriber/new?topic_id=WADLI_199</a></li> </ul>
<b>Listening Session</b>	<ul style="list-style-type: none"> <li>● Compliance report form notes <ul style="list-style-type: none"> <li>○ Not required monthly – can we rename the noncompliance reporting form?</li> <li>○ Question of “compliant yes/no” implies that the form needs to be completed whether compliant or not, and the form does not need to be completed if compliance is met</li> </ul> </li> <li>● Tamara - Challenges with reportable event vs nonreportable event, etc. <ul style="list-style-type: none"> <li>○ Each unit has their own staffing plan, what do we do with border patients? Patients that are between units (patients with different acuity levels in the same unit)</li> <li>○ Cara – has a separate matrix used for overflow</li> <li>○ Darcy – maybe take a look at other staffing plans posted on the DOH website to see what others are doing</li> </ul> </li> </ul>
<b>Alternate/Public Comment</b>	<ul style="list-style-type: none"> <li>● Matthew Erlich – provided links to LNI site and newsletter sign up</li> </ul>

Action Items	Assignment	Deadline