Health Care for the Homeless
Co-Applicant Governing Board

WEDNESDAY, APRIL 18, 2018
11:00-12:30PM
2500 BATES AVENUE
SUITE B
CONCORD, CA
ZION CONFERENCE ROOM
Health Care for the Homeless
Co-Applicant Governing Board

WELCOME

BOARD MEMBER & PUBLIC ATTENDEE INTRODUCTIONS
ACTION ITEM:
REQUEST FOR APPROVAL

MARCH HCH CO-APPLICANT BOARD MEETING MINUTES
UPDATE:
HCH 2018-2019 PROGRAM GOALS
RACHAEL BIRCH, HCH PROJECT DIRECTOR
Health Care for the Homeless Co-Applicant Governing Board

HRSA OFFICIAL SITE VISIT PREP

LINAЕ YOUNG, HCH PLANNING & POLICY MANAGER
What is an Official Site Visit (OSV)?

- Purpose is to assess and verify a health center’s compliance with requirement of the Health Center Program as defined in law (section 330) and regulations.

- Requirements are defined in the “Health Center Program Compliance Manual”

- Conducted at least once during the project period, generally 18 months into a typical three-year period
How it is conducted?

- 2 ½ day site visit by team of 3 consultants: administration/governance, clinical and fiscal. As well as a HRSA project officer.

- Team uses a Site Visit Protocol which is aligned with the Compliance Manual to answer MANY questions.

- Team gives a verbal report at Exit. HRSA makes final determination on compliance and issues in a written report. Findings of non-compliance result in grant condition.
Board Authority Requirements

HCH Board must:

- Have a written co-applicant agreement between the co-applicant Board and the public agency which serves as the grantee.

- Develop bylaws. Compliance Manual (p.73) defines elements that Bylaws or other documents must address.

- Ensure health center compliance with applicable Federal, State, and local laws and regulations.

- Hold monthly meetings and record in meeting minutes the board’s attendance, key actions and decisions.

- Approve the selection and termination/dismissal of the health center’s Project Director (01/2017); evaluate performance (03/2018).
Establish & adopt policies and update these when needed:
  - Sliding Fee Discount Program (SFDP) including nominal charges (CCHS HCH has no nominal charges)
  - Quality Assurance and Improvement Policy
  - Billing and collections – refusal to pay policy (SFDP policy, screening/eligibility for coverage and SFDP, Item 11)

Adopt health center policies

Review and approve the annual health center program budget and grant applications related to health center project (10/2017b, 07/2017g)
• Provide direction for long term planning (strategic plan every 3 years)

• Evaluate the performance of the health center based on QI and other information assessed.

• Ensure the program has a process for hearing and resolving patient grievances.
Board Composition Requirements

- At least 9 members no more than 25

- Non-patient Board members who are representative of the communities served and are selected for their expertise in relevant subject areas.

- A Board member may not be an employee of the center or spouse, child, parent, brother or sister by blood, marriage or adoption of an employee. *This is verified periodically by the Board. For Public Centers (CCHS HCH) the restriction applies to the component of the public agency that is implementing the health center program.*
HCH Program & Community Updates

- HRSA Site Visit May 8th -10th!!!!

- The Central County CARE Center in Walnut Creek has relocated to 1271 South California Boulevard in Walnut Creek.

- The West County CARE Center has moved from San Pablo to Richmond and is now housed at GRIP at 165 22nd Street in Richmond. The former CARE Center site at 1515 Market Street in San Pablo will exclusively offer Alcohol and Other Drugs services and no longer operate as a CARE Center for drop-in homeless services.
Future Items to Discuss

1. Respite Presentation (In response to board request)
2. HCH Hearing and Resolving Grievances Policy
3. Conservatorship Presentation
4. HCH Strategic Plan Draft
Next Meeting

Wednesday, May 16, 2018

11:00 – 12:30pm

2500 Bates Avenue
Zion Conference Room