2016 Annual PFAC Report: Lahey Hospital and Medical Center

Q130. Which best describes yo O We are the only PFAC at a		
©We are a PFAC for a syst	•	
[©] We are one of multiple PF	•	
^C We are one of several PF	ACs for a system with several hospitals	
Other (please describe):		
,		
Q126. Will another PFAC at y	our hospital also submit a report?	
^C Yes		
[⊙] No		
^C Don't know		
Q127. Will another hospital wi	thin your system also submit a report?	
CYes		
[⊙] No		
C Don't know		
Q2. Staff PFAC Co-Chair Cor	ntact:	
Name and Title:	Denise Skrocki, Dired	
Email:	denise.a.skrocki@lah	
Phone:	781-744-8519	
Q2a. Is the Staff PFAC Co-Ch	nair also the Staff PFAC Liaison/Coordinator?	
CYes		
[⊙] No		
^C N⁄A		

Q3. Patient/Family PFAC Co-Cha	air Contact:	
Name and Title:	Denise Skrocki, Direc	
Email:	denise.a.skrocki@lah	
Phone:	781-744-8519	
Q4. Staff PFAC Liaison/Coordina	ator Contact (if applica	able):
Name and Title:		
Email:		
Phone:		
Q23. Section 1: PFAC Organization		
·		igh the following approaches (check all that apply):
✓ Word of mouth / through existing members		
Promotional efforts within institution to patients or families		Patient satisfaction surveys
Promotional efforts within insti	tution to providers or	□Community-based organizations
□Facebook and Twitter		☐Houses of worship
☐Recruitment brochures		□Community events
□Hospital publications		□Other
☐Hospital banners and posters		□N/A - we did not recruit new members in FY 2016
Q6a. Please describe other recru	itment approach:	
This question was not displayed to the resp	ondent.	
Q7. Total number of staff member	rs on the PFAC:	
11		

Q8. Total number of patient or family member advisors on the PFAC:

14

Q9. The name of the hospital department supporting the	ne PFAC is:
Quality & Safety –Patient Experience.	
Q10. The hospital position of the PFAC Staff Liaison/	Coordinator is:
Director, Patient Experience. For Peabody PFAC –	Nurse Manager Ambulatory Surgery.
Q11. The hospital provides the following for PFAC mer (click all that apply):	mbers to encourage their participation in meetings
	Payment for attendance at other conferences or trainings
▼Translator or interpreter services	☐Annual gifts of appreciation
✓ Assistive services for those with disabilities	Conference call phone numbers or "virtual meeting options
Provision / reimbursement for child care or elder care	✓ Meetings outside 9am-5pm office hours
☐Stipends	 ⊘Other
Payment for attendance at annual PFAC conference	N/A - the hospital does not reimburse PFAC members
Q11a. Please describe other provision by the hospital	for PFAC members:
PFAC members are recognized and honored for the	ir service at the annual Volunteer Luncheon.
Q24. Section 2: Community Representation	
Q108. The PFAC regulations require every PFAC to hospital, which is described below.	o represent the community served by the
Q12. Our catchment area is geographically defined a	s (<u>if you are unsure select "don't know"</u>):
Eastern Massachusetts (North of Boston), Southern population=2,655,623).	New Hampshire, York County Maine (Total

□Don't know catchment area	
Q121. Tell us about racial and ethni of the percentages select "de	c groups in your area (please provide percentages; <u>if you are unsure on't know"</u>).
Q13aR. Our defined catchmen if you are unsure of percentage	t area is made up of the following racial groups (<u>please provide percentages;</u> es please select "don't know"):
American Indian or Alaska Native	3%
Asian	6%
Black or African American	4%
Native Hawaiian or other Pacific Islander	0%
White	82%
Other	7.7%
Q91. □Don't know racial groups	
Q13aE. What percentage of peorigin?	eople in the defined catchment area are of Hispanic, Latino, or Spanish
11%	
Q92.	
\square Don't know origins	

Q12D.

percentages).	
American Indian or Alaska Nativa	0%
American Indian or Alaska Native Asian	4%
Black or African American	2%
Native Hawaiian or other Pacific	
Islander	0%
White	80%
Other	14%
Q93.	
□ Don't know racial groups	
Q13bE. What percentage of pati or Spanish origin?	ents that the hospital provided care to in FY 2016 are of Hispanic, Latino,
3%	
Q95.	
□ Don't know origins	
provide percentages):	patient and family advisors came from the following racial groups (please
American Indian or Alaska Native	
Asian Black or African American	
Native Hawaiian or other Pacific	
Islander	
White	100%
Other	
Q97.	
□Don't know racial groups	

Q13bR. In FY 2016, the hospital provided care to patients from the following racial groups (please provide

13cE. What percentage of F Spanish origin?	PFAC patient and family advisors in FY 2016 were of Hispanic, Latino, or
0	
Q99.	
□Don't know origins	
Q122. Tell us about langua of the percentages select	ages spoken in your area (please provide percentages; if you are unsure "don't know").
Q117. What percentage of p proficiency (LEP)?	patients that the hospital provided care to in FY 2016 have limited English
This question was not displayed to the	ne respondent.
Q118. ☑ Don't know percentage t	hat have limited English proficiency (LEP)
Q126. What percentage of primary language?	patients that the hospital provided care to in FY 2016 spoke the following as their
Spanish	1
Portuguese	2
Chinese	.04
Haitian Creole	.04
Vietnamese	.05
Russian	_1
French	.02
Mon-Khmer/Cambodian	_1
Italian	.05
Arabic	1
Albanian Cape Verdean	0
Q127.	
□Don't know primary lang	uages

(LEP)?		
Q120.		
□Don't know percentage	that have limited English proficiency (LEP)	
Q123. In FY 2016, what perimary language?	rcentage of PFAC patient and family advisors spoke the following as their	
Spanish	0	
Portuguese	0	
Chinese	0	
Haitian Creole	0	
Vietnamese	0	
Russian	0	
French	0	
Mon-Khmer/Cambodian	0	
Italian	0	
Arabic	0	
Albanian	0	
Cape Verdean	0	
Q124.		
□Don't know primary lar	guages	
Q14. The PFAC is undertaking to comparison to our patient	ne following activities to ensure appropriate representation of our membership r catchment area:	p in
	w members to the PFAC with particular focus on achieving a membership lation served. We have developed a PFAC brochure and will reach out to	

Q119. What percentage of PFAC patient and family advisors in FY 2016 have limited English proficiency

Q110. Section 3: PFAC Operations

Q15. Our process for developing and distributing agendas for the PFAC meetings (click the best choice):

- Staff develops the agenda and sends it out prior to the meeting
- PFAC members and staff develop agenda together and send it out prior to the meeting
- Staff develops the agenda and distributes it at the meeting
- PFAC members and staff develop agenda together and distribute it at the meeting
- PFAC members develop the agenda and send it out Other prior to the meeting
- PFAC members develop the agenda and distribute it at the meeting
- CN/A the PFAC does not use agendas

Q112. If staff and PFAC members develop the agenda together, please describe the process:

Agenda items are requested from the membership at the end of each meeting. Some agenda items relate to goals and a running list is kept to assure we address items as proposed by the membership. The final agenda is developed in collaboration by the co-chairs.

Q113. If other process, please describe:

This question was not displayed to the respondent.

Q16.

The PFAC goals and objectives for 2016 were: (select the best choice):

- O Developed by staff and reviewed by PFAC members
- © Developed by PFAC members and staff
- ^C N/A we did not have goals and objectives for FY 2016
- C Developed by staff alone

Q17. The PFAC had the following goals and objectives for 2016:

1. Access improvements post HER implementation: Improve ease of access and timely appointments. 2. Increase the number of Patient & Family Advisors on hospital Quality & Safety Committee and other hospital committees and task forces 3. Facility improvements: Improved signage/wayfinding, improve safety in select stairwells. 4. Recruit new members to the PFAC to achieve a diverse membership reflective of the population served. 5. Process improvements: Discharge process, Communication re: Food Services, Parking services. 6. Promote PFAC: Develop Brochure with communication plan to help recruitment efforts.

Q18. Please list any subcommittees that your PFAC has established: PFAC member recruitment subcommittee Q19. How does the PFAC interact with the hospital Board of Directors (click all that apply): ▼PFAC submits annual report to Board □PFAC member(s) are on board-level committee(s) N/A – the PFAC does not interact with the Hospital □PFAC submits meeting minutes to Board **Board of Directors** □PFAC member(s) attend(s) Board meetings Action items or concerns are part of an ongoing ☐Board member(s) attend(s) PFAC meetings "Feedback Loop" to the Board Q114. Please describe other interactions with the hospital Board of Directors. PFAC activities may be reflected in presentations as needed. A formal report is presented to the Quality & Safety committee annually. Q20. Describe the PFAC's use of email, listservs, or social media for communication: Our main vehicle for communication is email. Text messaging with specific members related to specific work or topics is also employed. Members are encouraged to join the MAHCFA list serves and participate in webinars and workgroups. We hope to expand our use of social media in the future.

Q109.

Section 4: Orientation and Continuing Education

Q21. Number of new PFAC members this year:

Burlington = 4, Peabody = 4

Q22. Orientation content included (click all that apply):		
☐Meeting with hospital staff	 ⊘ Other	
General hospital orientation	In-person training	
☐Hospital performance information	✓ Massachusetts law and PFACs	
□Patient engagement in research	Concepts of patient- and family-centered care (PFCC)	
	Skills training on communication, technology, and meeting preparation	
	Immediate "assignments" to participate in PFAC work	
	☑ Check-in or follow-up after the orientation ☐	
	N/A – the PFAC members do not go through a formal orientation process	
Information on how PFAC fits within the organization's structure		
Q115. Please describe other orientation content:		
All PFAC advisors complete the Volunteer Orientation program and annual updates. Hospital performance is shared with the members throughout the year.		
Q23. The PFAC received training on the following topic	cs (click all that apply):	
Concepts of patient- and family-centered care (PFCC)	✓ Health care quality and safety measurement	
□Patient engagement in research	A high-profile quality issue in the news in relation to	
□Types of research conducted in the hospital	⊘ Other	
☐ Hospital performance information☐ Not Applicable	□Health literacy	

Q116. Please describe other topics:

• Status of patients in transition, new CMS rules for "Observation" status. • Understanding the voice of the patient at Lahey Hospital & Medical Center – review of patient verbatims from surveys. • Reducing Avoidable Hospital Readmissions • Operations: Food Services, Signage, Entertainment, and Parking status, concerns, opportunities. • Lahey Health Web Site Development: Regulations that support or challenge recommended improvements. • Benefits of MA HCFA annual PFAC meetings: Reflections from attendees. • Early ambulation of ventilated patients.

Q111. Section 5: FY 2016 PFAC Impact and Accomplishments

- Q83. The following information only concerns PFAC activities in the fiscal year 2016.
- Q24. The five greatest accomplishments of the PFAC were:

Q24a. Accomplishment 1:

Development of the PFAC recruitment sub-committee.

Q24al. The idea for Accomplishment 1 came from:

Q24b. Accomplishment 2:

Improved signage for Cancer Services locations

Q24bl. The idea for Accomplishment 2 came from:

[©] Patient/family advisors of the PFAC

Operatment, committee, or unit that requested PFAC input

[•] Patient/family advisors of the PFAC

O Department, committee, or unit that requested PFAC input

Entertainment: Improvements in use and utility of inpatient TV and system.
Q24cl. The idea for Accomplishment 3 came from:
© Patient/family advisors of the PFAC
C Department, committee, or unit that requested PFAC input
Q24d. Accomplishment 4:
Patients on committees: • Readmission SWAT Team • Baldrige Assessment • Discharge Process Improvement Team • Patient Education Task Force • Patient Falls Committee • Departmental relocations • NICHE program
Q24d. The idea for Accomplishment 4 came from:
C Patient/family advisors of the PFAC
© Department, committee, or unit that requested PFAC input
Q24e. Accomplishment 5:
Improved Communications: Related to parking services and food services for patients and families.
Q24e. The idea for Accomplishment 5 came from:
© Patient/family advisors of the PFAC
C Department, committee, or unit that requested PFAC input
Q25. The five greatest challenges the PFAC had in FY 2016:
\square N/A – we did not encounter any challenges in FY 2016

Q24c. Accomplishment 3:

Q25a. Challenge 1	:
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Recruitment with attention to a diverse membership has been our most challenging item this past year.

Q25b. Challenge 2:

Achieving recommended improvements in the light of the current economic challenges and multiple, though important, priorities.

Q25c. Challenge 3:

Identifying thoughtful and effective solutions to the parking challenges for patients and families.

Q25d. Challenge 4:

Educating Lahey Colleagues to the PFAC roles and responsibilities and potential options for partnership.

Q25e. Challenge 5:

Q26. The PFAC members serve on the following hospi groups, or Board committees (click all that apply):	tal-wide committees, projects, task forces, work
□Behavioral Health/substance use	
□Bereavement	Emergency Department Patient/Family Experience Improvement
	⊏Ethics
□Code of Conduct	□Institutional Review Board (IRB)
□Community Benefits	
	Patient Education
□Other	☑ Patient and Family Experience Improvement
\square N/A – the PFAC members do not serve on these	□Pharmacy Discharge Script Program
□Board of Directors	 Quality and Safety
☑ Discharge Delays	□Quality/Performance Improvement
Lesbian, gay, bisexual, and transgender (LGBT) – sensitive care	□Surgical Home
□Drug Shortage	
Q117. Please describe other committees, projects, tas This question was not displayed to the respondent. Q27. How do members on these hospital-wide committees o Members provide committee work report out's at PFA presentation as update to the council.	r projects report back to the PFAC about their work?
Q28. The PFAC provided advice or recommendations Massachusetts law (click all that apply):	to the hospital on the following areas mentioned in the
Quality improvement initiatives	□Institutional Review Boards
☑Patient education on safety and quality matters	N/A – the PFAC did not provide advice or □recommendations to the hospital on these areas in FY 2016
Patient and provider relationships	

Q29. PFAC members participated in the following active that apply):	rities mentioned in the Massachusetts law (click all
⊽ Task forces	$\ ^{\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $
□Award committees	Co-trainers for clinical and nonclinical staff, inservice programs, and health professional trainees
□Advisory boards/groups or panels	□Selection of reward and recognition programs
□Search committees and in the hiring of new staff	Standing hospital committees that address quality
Q30. The hospital shared the following public hosp all that apply):	oital performance information with the PFAC (click
Q30a. Complaints and serious events	
Complaints and investigations reported to Department of Public Health (DPH)	Healthcare-Associated Infections (National Healthcare Safety Network)
Serious Reportable Events reported to Department of Public Health (DPH)	Patient complaints to hospital
Q30b. Quality of care	
Joint Commission Accreditation Quality Report (such as asthma care, immunization, stroke care)	Maternity care (such as C-sections, high risk deliveries)
Medicare Hospital Compare (such as complications, readmissions, medical imaging)	High-risk surgeries (such as aortic valve replacement, pancreatic resection)
Q30c. Resource use and patient satisfaction	
Patient experience/satisfaction scores (eg. ▼HCAHPS - Hospital Consumer Assessment of Healthcare Providers and Systems)	Inpatient care management (such as electronically ✓ordering medicine, specially trained doctors for ICU patients)
Resource use (such as length of stay, readmissions)	
Q30d. Other	
N/A – the hospital did not share performance information with the PFAC	⊏Other

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W119	riease	describe	orner nosi	DIBLIDEL	rormanice i	nformation:

This question was not displayed to the respondent.

Q31. Please explain why the hospital shared only the data you checked in the previous questions:

The hospital is committed to transparency. The information shared was directly related to the collaborative agenda items for each meeting. We have previously shared the Joint Commission survey results and any follow up items required if needed and will continue to do so. We are very transparent related to issues involving patients and families with the PFAC.

Q32. Please describe how the PFAC was engaged in discussions around these data above and any resulting quality improvement initiatives:

A Quality & Safety Report is provided by the Chief Medical Officer which includes the Quality & Safety Dashbord, Hospital Acquired Infections, Immunizations, Mortality, Readmissions, patient complaints/comments and any timely information specific to the Lahey Hospital & Medical Center Quality of Care. Leadership is transparent about the findings. Patient/Family advisors have been invited to sit on committees such as Patient Falls, Readmissions, Discharge Process Improvement, Workplace Violence, Medication Reconciliation, Pressure Ulcer Improvement, Patient Experience, Quality & Safety Committee, etc. Patients/family advisors are engaged as partners on the teams whenever possible. Improvements are made at the committee level and reported back to the PFAC.

Q33. The PFAC participated in activities related to the following state or national quality of care initiatives (click all that apply):

Q33a. National Patient Safety Hospital Goals	
✓ Identifying patients correctly	Preventing infection
□Using medicines safely	Identifying patient safety risks
□Using alarms safely	□Preventing mistakes in surgery
Q33b. Prevention and errors ☑ Hand-washing initiatives	□Team training
 Checklists	
 Fall prevention	 Safety
Care transitions (e.g., discharge planning,	□Human Factors Engineering

Q33c. Decision-making and advanced planning	
□Informed decision making/informed consent	☐Health care proxies
□Improving information for patients and families	End of life planning (e.g., hospice, palliative, advanced directives)
Q33d. Additional quality initiatives	
□Rapid response teams	□Integration of behavioral health care
□Disclosure of harm and apology	
Q33e. Other	
N/A – the hospital did not share performance information with the PFAC	□Other
Q120. Please describe other initiatives:	
This question was not displayed to the respondent.	
Q34. Were any members of your PFAC engaged in a	dvising on research studies?
€Yes	
[⊙] No	
Q35. In what ways are members of your PFAC engag This question was not displayed to the respondent.	ed in advising on research studies? Are they:
Q36. How are members of your PFAC approached about a	dvising on research studies?
This question was not displayed to the respondent.	
Q121. Please describe other ways that members of you	our PFAC are approached about advising on research

This question was not displayed to the respondent.

0.37.

About how many studies have your PFAC members advised on?

This question was not displayed to the respondent.

Q104.

Section 6: PFAC Annual Report

Q107.

We strongly suggest that all PFAC members approve reports prior to submission.

Q37.5. The following individuals approved this report prior to submission (list name and indicate whether staff or patient/family advisor):

Helen Cushman Jim Smith Judi Catalano Denise Skrocki Kevin Cushman Ralph Stover Joanne Conroy Andrew Villanueva Jennifer Cyrs Debbie Torchetti Melissa Culkins Debbie Zarrella Den Delorey Barry Yanes Rosemarie Delacy Ruth Gerath Tracy Galvin Patrice Baril Joyce Graham Robert Butterworth Rosemary Kinser Julie Carey Dotty MacDonald Marlene McArdle Stephanie Lenzi Robert Marquis Rich Pozniak Barbara Habina Maureen McLaughlin Patrice Baril Rosalie Schniederjans Susan Rummell

Q38. Describe the process by which this PFAC report was completed and approved at your institution (choose the best option).

- Collaborative process: staff and PFAC members both wrote and/or edited the report
- ^C Staff wrote report and PFAC members reviewed it
- C Staff wrote report
- Other

Q122. Please describe other process:

Collaborative process: the Co-chairs of the PFACs both wrote and/or edited the report

Q106.

Massachusetts law requires that each hospital's annual PFAC report be made available to the public upon request. Answer the following questions about the report:

Q39. We post the report online.	
Yes, link: http://www.lahey.org/Patient_and_Visitor_Inform No	
Q40. We provide a phone number or e-mail address on our website to use for requesting the repo	ort.
[©] Yes, phone number/e-mail address: Phone: 781-744-1039 e-mail: PFAC@Lahey.org [©] No	
Q41. Our hospital has a link on its website to a PFAC page.	
[©] Yes, link:	
http://www.lahey.org/Patient_and_Visitor_Inforr	
^C No, we don't have such a section on our website	19