



2023-03-08 Regular Meeting of the Truckee Surgery Center Board of Managers

Wednesday, March 8, 2023 at 12:00 p.m.

Human Resources Conference Room - Tahoe Forest Hospital District

10024 Pine Avenue, Truckee, CA 96161



2023-03-08 Regular Meeting of the Truckee Surgery Center Board of Managers

AGENDA

2023-03-08 Regular Meeting of Truckee Surgery Center
Board_Agenda.pdf

ITEMS 1-4: See Agenda

5. APPROVAL OF MINUTES

2022-12-05 Regular Meeting of Truckee Surgery Center Board_DRAFT
Minutes.pdf

6. ITEMS FOR BOARD ACTION

6.1. New Policy Review

6.1.1. Patient Capacity-Competency- GOV-2204-Draft.pdf

6.2. Policies with Significant Changes

6.2.1. Fire Safety in the Perioperative Setting- EOC-1911-
Changes.pdf

6.2.2. Reporting Test Results- LAB-1906-Changes.pdf

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

7.1.1. Q2 FY23 Financial Statement.pdf

7.1.2.a. 2023-01 Truckee - Month End Report- AR Summary.pdf

7.1.2.b. 2023-01 Truckee - Month End Report- Case Analysis by
Financial Class.xlsx.pdf

7.1.2.c. 2023-01 Truckee - Month End Report- Case Analysis by
Provider.pdf

7.2. Semi-Annual Contracted Services Review

7.2.a. Contracted Services Eval 07.01.2022-12.31.2022.pdf

7.2.b. EHIM & IIS PRN Contracted Services Eval 2.21.2023.pdf

7.3. Facility/Equipment Update

No related materials.

7.4. Staffing Update

No related materials.

ITEMS 8-10: See Agenda

11. ADJOURN



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

AGENDA

Wednesday, March 8, 2023 at 12:00 p.m.
Human Resources Conference Room – Tahoe Forest Hospital
10121 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER

2. ROLL CALL

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

4. INPUT – AUDIENCE

This is an opportunity for members of the public to address the Board on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Board cannot take action on any item not on the agenda. The Board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

5. APPROVAL OF MINUTES OF: 12/05/2022 ♦ ATTACHMENT

6. ITEMS FOR BOARD ACTION ♦

6.1. New Policy Review ♦

Truckee Surgery Center Board of Managers will review the following new policies:

6.1.1. Patient Capacity-Competency (GOV-2204) ATTACHMENT

6.2. Policies with Significant Changes ♦

Truckee Surgery Center Board of Managers will review the following policies that have significant changes:

6.2.1. Fire Safety in the Perioperative Setting (EOC-1911) ATTACHMENT

6.2.2. Reporting Test Results (LAB-1906) ATTACHMENT

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

Truckee Surgery Center Board of Managers will review the following financial reports:

7.1.1. Q2 FY23 Financial Statement..... ATTACHMENT

7.1.2. Surgical Notes Dashboard..... ATTACHMENT

7.2. Semi-Annual Contracted Services Review ATTACHMENT

Truckee Surgery Center Board of Managers will conduct a semi-annual review of contracted services.

7.3. Facility/Equipment Update

Truckee Surgery Center Board of Managers will receive an update on facility and equipment needs.

Regular Meeting of the Truckee Surgery Center Board of Managers
March 8, 2023 AGENDA – Continued

7.4. Staffing Update

Truckee Surgery Center Board of Managers will receive an update on staffing.

8. CLOSED SESSION

8.1. Approval of Closed Session Minutes ◆

12/05/2022

8.2. Hearing (Health & Safety Code § 32155)

Subject Matter: Nerve Block Audit Report

Number of items: One (1)

8.3. Hearing (Health & Safety Code § 32155)

Subject Matter: 2022 Performance Improvement Project

Number of items: One (1)

8.4. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: Fourth Quarter 2022 Infection Control Data Summary

Number of items: Five (5)

8.5. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: Fourth Quarter 2022 Ambulatory Surgery Center Association (ASCA) Clinical Benchmarking Survey

Number of items: One (1)

8.6. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: Fourth Quarter 2022 Quality Assurance Performance Improvement Data

Number of items: Six (6)

8.7. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: 2022 Culture of Safety Survey

Number of items: One (1)

8.8. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: 2022 Annual Quality Report

Number of items: One (1)

8.9. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: 2023 Utility Risk Assessment

Number of items: One (1)

8.10. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: 2022-2023 Hazard and Vulnerability Assessments

Number of items: Two (2)

8.11. Hearing (Health & Safety Code § 32155) ◆

Subject Matter: Medical Staff Credentials Report

9. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

10. ITEMS FOR NEXT MEETING

11. ADJOURN

*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions.

Regular Meeting of the Truckee Surgery Center Board of Managers
March 8, 2023 AGENDA – Continued

Equal Opportunity Employer. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

DRAFT MINUTES

Monday, December 5, 2022 at 12:00 p.m.

Pursuant to Assembly Bill 361 and Resolution 2022-04 approved by the Tahoe Forest Hospital District, the Regular Meeting of the Truckee Surgery Center Board of Managers for December 5, 2022 will be conducted telephonically through Zoom. Please be advised that pursuant to legislation and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Eskridge Conference Room will not be open for the meeting. Board Members will be participating telephonically and will not be physically present in the Eskridge Conference Room.

1. CALL TO ORDER

Meeting was called to order at 12:01 p.m.

2. ROLL CALL

Board of Managers: Dr. Jeffrey Dodd, Crystal (Betts) Felix, Louis Ward, Harry Weis

Staff in attendance: Courtney Leslie & Heidi Fedorchak of Truckee Surgery Center; Jan Iida, TFHD Chief Nursing Officer; Martina Rochefort, Clerk of the Board

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the agenda.

4. INPUT – AUDIENCE

No public comment was received.

5. APPROVAL OF MINUTES OF: 09/19/2022

ACTION: Motion made by Dr. Jeffrey Dodd, to approve Truckee Surgery Center Board of Manager meeting minutes of September 19, 2022 as presented, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6. ITEMS FOR BOARD ACTION

6.1. Policy Review

Truckee Surgery Center Board of Managers reviewed the following policies:

6.1.1. Consent to Operation/Procedure and Administration of Anesthesia Form

6.1.2. Amended & Restated Operating Agreement of Truckee Surgery Center, LLC

6.1.3. Medical Staff Bylaws

6.1.4. Medical Staff Rules & Regulations

Courtney Leslie, Truckee Surgery Center (TSC) Administrator, noted the Operating Agreement, Medical Staff Bylaws and Rules & Regulations will now come to the board annually for approval.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve items 6.1.1. through 6.1.4. as presented, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6.2. New Policy Review

TSC Board of Managers reviewed the following new policies:

6.2.1. Licensure (HR-2207)

6.2.2. Corporate Compliance Program (GOV-2203)

6.2.3. Code Gray (EOC-2201)

6.2.4. Code Orange (EOC-2204)

6.2.5. Code Purple (EOC-2206)

6.2.6. Code Red (EOC-2205)

6.2.7. Code Silver (EOC-2203)

6.2.8. Workplace Violence Prevention Plan (EOC-2202)

Discussion was held. Crystal Felix requested the policies are spellchecked before finalizing. TSC Administrator will proofread the policies as requested.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve items 6.2.1. through 6.2.8., seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6.3. Policies with Significant Changes

TSC Board of Managers reviewed the following policies that have significant changes:

6.3.1. Code of Conduct (HR-2001)

6.3.2. Peer Review, Professional Practice Evaluation and Medical Record Review (MS-1906)

6.3.3. Emergency Operations Plan (EOC-1912)

6.3.4. Education Reimbursement (HR-2103)

Discussion was held.

ACTION: Motion made by Dr. Jeffrey Dodd, to approve items 6.3.1. through 6.3.4. with the values updated to reflect the current values of Tahoe Forest Hospital District, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6.4. Policies to Retire

Truckee Surgery Center Board of Managers reviewed the following policies to be retired:

6.4.1. Use of KimGuard and KimGuard One-Step Sterilization Wrap (SP-1919)

6.4.2. Workplace Violence Prevention (HR-1909)

ACTION: Motion made by Dr. Jeffrey Dodd, to retire policies 6.4.1. and 6.4.2. as presented, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6.5. Frequency of Document Review

TSC Board of Managers discussed establishing a frequency for review of the Medical Staff Bylaws, Rules and Regulations, and Amended & Restated Operating Agreement of Truckee Surgery Center, LLC to meet periodic review requirement set forth by ACHC accreditation standards. TSC Administrator spoke with legal about establishing an annual review of the above mentioned documents.

ACTION: Motion made by Dr. Jeffrey Dodd, to establish an annual review of the Medical Staff Bylaws, Rules and Regulations, and Amended & Restated Operating Agreement of Truckee Surgery Center, LLC as presented, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

6.6. Director of Anesthesia Appointment

TSC Board of Managers discussed appointment of a Director of Anesthesia. TSC Medical Executive Committee recommended appointment Dr. Ricki Alpert as Director of Anesthesia.

ACTION: Motion made by Dr. Jeffrey Dodd, to appoint Dr. Ricki Alpert as Director of Anesthesia as presented, seconded by Louis Ward. Roll call vote taken.

Dodd – AYE

Ward – AYE

Felix – AYE

Weis – AYE

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

TSC Board of Managers reviewed the following financial reports:

7.1.1. Q1 FY23 Financial Statement

Discussion was held. Purchased Services has a variance of \$30,000. Medical supplies also have a variance. Equipment rental was not initially accounted for in the budget.

7.1.2. Surgical Notes Dashboard

TSC Administrator reviewed the Accounts Receivable (AR) Summary dashboard. AR days are dropping. TSC Administrator opened a project with them on accounts over 180 days. Administrator expects to receive reports.

Ms. Felix asked about reports showing case totals against previous years.

7.2. Strategic Plan

TSC Board of Managers discussed implementation of a strategic plan. Janet Van Gelder suggested bringing this to the board. COO will meet with Courtney on structure and metrics and discuss meaningful goals.

7.3. Contract Review & Approval Process

TSC Board of Managers discussed a formal review and approval process for TSC contracts. TSC does not currently have a formal process. There are always questions always come up as to who is authorized to sign contracts. TSC Board of Managers agreed to have Administrator move forward with a developing a contract review and approval process.

7.4. Facility/Equipment Update

TSC Board of Managers received an update on facility and equipment needs.

Air handler repair was delayed until January. The air handler was shipped with a missing coil. The parts have been ordered.

TSC continues to have HVAC issues with temperate and humidity in Sterile Processing area.

TFHD Facilities is working on moving to an automated BMS that would be in line with the way they manage their mechanical equipment at the hospital and would allow them to better manage our controls as well as provide remote access to the BMS controls.

C-Arm units are up and working as they should be. Newer large C-arm is now in working condition. Mini C-arm rental has been purchased and will remain on site.

Equipment unreliability update: Nothing has changed, no equipment has been updated. We continue to have issues. We recently had to send a camera head out for repair which cost \$2500. The towers are very outdated and becoming obsolete. Repairs are expensive and the equipment quality is poor.

New lead aprons have been purchased for physicians.

Capital spending is currently placed on hold.

The accreditation window is now open.

7.5. Staffing Update

TSC Board of Managers received an update on staffing. A replacement housekeeper will begin on November 21, 2022.

Open Session recessed at 12:23 p.m.

8. CLOSED SESSION

8.1. Approval of Closed Session Minutes

09/19/2022

Discussion was held on a privileged item.

8.2. Hearing (Health & Safety Code § 32155)

Subject Matter: Third Quarter 2022 Infection Control Data Summary

Number of items: One (1)

Discussion was held on a privileged item.

8.3. Hearing (Health & Safety Code § 32155)

Subject Matter: DMAIC Quality Dashboard

Number of items: One (1)

Discussion was held on a privileged item.

8.4. Hearing (Health & Safety Code § 32155)

Subject Matter: Third Quarter 2022 Quality Assurance Performance Improvement Data

Number of items: Five (5)

Discussion was held on a privileged item.

8.5. Hearing (Health & Safety Code § 32155)

Subject Matter: Third Quarter 2022 Ambulatory Surgery Center Association (ASCA) Clinical Benchmarking Survey

Number of items: One (1)

Discussion was held on a privileged item.

8.6. Hearing (Health & Safety Code § 32155)

Subject Matter: 2020-2022 Utility Risk Assessments

Number of items: Three (3)

Discussion was held on a privileged item.

8.7. Hearing (Health & Safety Code § 32155)

Subject Matter: 2020-2022 Hazard and Vulnerability Assessments

Number of items: Three (3)

Discussion was held on a privileged item.

8.8. Hearing (Health & Safety Code § 32155)

Subject Matter: Medical Staff Credentials Report

Discussion was held on a privileged item.

Open Session reconvened at 12:37 p.m.

9. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

Item 8.1. Closed Session Minutes was approved on a 4-0 vote. There was no reportable action on items 8.2. through 8.7. Item 8.8. Medical Staff Credentials were approved on a 4-0 vote.

10. ITEMS FOR NEXT MEETING

No discussion was held.

11. ADJOURN

Meeting adjourned at 12:38 p.m.

DRAFT



Origination N/A
Last Approved N/A
Last Revised N/A
Next Review N/A

Owner Courtney Leslie:
Administrator
Department Governance
Applicabilities Truckee
Surgery
Center

Patient Capacity-Competency, GOV-2204

PURPOSE:

A process is needed to determine competency for vulnerable patients to ensure timely, appropriate medical care and a safe discharge plan/destination.

POLICY:

Truckee Surgery Center has established guidelines to determine a patient's legal capacity/ competency for securing consent to medical treatment and decision-making.

PROCEDURE:

1. A patient is incompetent if they have been adjudicated as incompetent by a court. In such cases the court will have appointed a surrogate decision-maker for the person. That surrogate might be a guardian ad litem, attorney ad litem, custodial guardian or conservator. While it may be appropriate to educate the incompetent patient about the plan of care, consent discussions and documents should be presented to, and executed by, only the appointed surrogate decision-maker.
2. In the event the patient is unable to make decisions preoperatively, as determined by the physician, and does not have an appointed surrogate the case will be canceled and rescheduled once there is a court appointed surrogate.
3. In the event that a patient is unable to make decisions intraoperatively or postoperatively, as determined by the physician, and **does not have a Guardian and has an Advanced Directive/ Living Will**, the Durable Power of Attorney for Healthcare will have the right to make decisions and consent for the patient based on the patients wishes as documented in the Advanced Directive/Living Will.
4. In the event that a patient is unable to make decisions intraoperatively or postoperatively, as determined by the physician, and **does not have a Guardian and does not have an Advanced**

Directive/Living Will, the next of kin will be notified for decision making and consent purposes. The following next of kin can be utilized for decision making: a) patient spouse/domestic partner, b) patient's adult children, c) patient's parent, d) patient's adult sibling.

Approval Signatures

Step Description	Approver	Date
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DRAFT



Origination 07/2019
Last 12/2022
Approved
Last Revised 12/2022
Next Review 12/2023

Owner Courtney Leslie:
Administrator
Department Environment of
Care
Applicabilities Truckee
Surgery
Center

Fire Safety in the Perioperative Setting, EOC-1911

PURPOSE:

To provide guidance to perioperative personnel in preventing fires during surgical and other invasive procedures and responding appropriately if a fire should occur. Fires are considered a preventable occurrence. The expected outcome is that the patient will be free from signs and symptoms of injury related to thermal sources.

POLICY:

It is the policy of the facility that:

- A. All perioperative team members are responsible for preventing fires.
- B. All perioperative team members are responsible for participating in departmental fire safety training.
- C. A fire risk assessment will be performed before each surgical or other invasive procedure in which all three parts of the fire triangle (ie, fuel, ignition source, oxidizer) come together.

PROCEDURE:

- A. The following interventions should be followed to prevent fire on or in a patient.
 - 1. Perform a fire risk assessment prior to the start of all surgical or invasive procedures. This assessment will include the following:
 - a. Is an alcohol based prep agent being used?
 - b. Is the surgical procedure being performed above the xyphoid process?
 - c. Is open oxygen or nitrous oxide being administered (face mask/nasal cannula)?

- d. Is a heat source being used (bovie, laser, light cord)?
2. If any of the above assessments are true, the following interventions will be followed:
- a. If an alcohol based prep agent is being used:
 - i. Prevent pooling of skin prep solutions on or around the patient.
 - ii. Remove prep soaked linen and disposable prepping drapes before placing surgical drapes.
 - iii. Allow skin prep agents to dry and fumes to dissipate before draping the patient and using an ignition source.
 - b. If the surgical procedure is being performed above the xyphoid process:
 - i. Use an LMA or endotracheal tube when the patient requires supplemental oxygen greater than 30%, unless a tube is contraindicated by the procedure.
 - c. If open oxygen or nitrous oxide is being administered (via face mask or nasal cannula):
 - i. Configure surgical drapes to allow sufficient venting of oxygen delivered to the patient via mask or nasal cannula.
 - ii. Titrate oxygen to the lowest percentage necessary to support patients physiological needs.
 - iii. Stop supplemental oxygen or nitrous oxide for one minute prior to using electrocautery for head, neck or upper chest procedures.
 - iv. When possible use a cuffed endotracheal tube.
 - v. Turn off the flow of oxygen at the end of each procedure.
 - d. If a heat source is being used (bovie, laser, light cord):
 - i. Always keep a basin of sterile water or saline on the sterile field.
 - ii. Place the patient return electrode on a large muscle mass close to the surgical site.
 - iii. Keep active electrode cords from coiling.
 - iv. Store ESU pencil in a safety holster when not in use.
 - v. Keep surgical drapes or linens away from activated ESU.
 - vi. Moisten drapes, if absorbent, towels and sponges that will be in close proximity to the ESU active electrode.
 - vii. Activate the ESU only when it is in close proximity to the target tissue and away from other metal objects that could conduct heat or cause arcing.
 - viii. Use the lowest possible setting on the ESU.
 - ix. Only the person controlling the active electrode activates the

ESU.

- x. Place fiber-optic light sources in stand-by mode or turn off when not in use.
- xi. Inspect light cords prior to use.
- xii. Secure working end of light source away from drapes, sponges or other flammable material.

3. Additional risks and actions to take include

- a. Slowly dripping saline on a moving drill, burr or saw blade.
- b. Place drills or saws on the mayo stand or back table when they are not in use.

B. General information: Nitrous oxide and oxygen can cause an oxygen enriched atmosphere (OEA).

1. An OEA makes fires start easier.
2. In an OEA fires burn much faster.
3. Even flame-resistant materials burn vigorously in an OEA.
4. An OEA makes fires difficult to extinguish.
5. An OEA usually occurs in confined areas, such as under drapes.

C. Prevention: A fire in an OEA will spread quickly. All surgical services personnel need to be aware of fire fighting practices. If a fire occurs, the R.A.C.E. protocol shall be adhered to when managing the fire.

~~Fire prevention practices are the most important tools in stopping a fire from starting. The following represent safety tips when working in an oxygen enriched atmosphere:~~

- ~~a. Be careful with chemicals and aerosols that contain flammable ingredients. Do not use so much that they pool or soak into drapes. Allow solutions to dry before draping the patient. This will prevent build up of flammable vapors under the drapes.~~
- ~~b. When oxygen is delivered under drapes, it can create an OEA. Tent the drapes to vent the gas.~~
- ~~c. Keep control of high energy devices that could ignite fires. Place the electrical surgical pencil in the holder when not in use. Be careful not to place the pencil on the patient or the drapes.~~
- ~~d. When using the defibrillator, keep the paddles away from the drapes and sponges. Apply firm pressure to avoid sparks.~~

~~A fire in an OEA will spread quickly. All surgical services personnel need to be aware of fire fighting practices. If a fire occurs, the R.A.C.E. protocol shall be adhered to, when managing the fire.~~

- ~~a. R=Remove or Rescue~~

- b. A=Alarm
- e. C=Confine or Contain
- d. E=Extinguish

1. R =Remove or Rescue
2. A =Alarm
3. C =Confine or Contain
4. E =Extinguish
5. R =Remove or Rescue
 - a. In the OR, it is often more appropriate to remove the source of the fire from the patient, such as drapes, since you may not be able to move the patient from the source of the fire fast enough.
6. A =Alarm
 - a. Activate the closest alarm ~~and/or~~, page code red overhead by dialing 2348 and call 9-1-1. Depending on the location of the fire and the type of anesthesia the medical gases shutoff valves may be pulled. Clear with anesthesia first.
7. C =Confine or Contain
 - a. Close all windows and doors
8. E =Extinguish
 - a. When extinguishing a fire in an OEA several factors must be considered:
 - i. Knowledge of the closest fire extinguisher
 - ii. Sources of the fire
 - iii. Location of the fire and its relation to the patient
 - iv. The type and size of the fire
 - v. If a sponge or drape is on fire, get it away from the patient and extinguish it; remember to protect the patient
 - vi. Extinguish ~~a drape~~ the fire by smothering it or dousing it with cleansterile water or saline.

- D. Fire prevention in-services will be given at the time of employment and quarterly ~~for both surgery center staff and the medical staff.~~
1. The Administrator will maintain the “tickler” file for fire drill scheduling quarterly.
 2. The Administrator will notify the Nurse Manager 10 days prior to quarterly drill date.
 3. Quarterly drills
 - a. Each drill will encompass a different area of the facility as specified on the Fire Drill Log. Annually one drill will be a surgical fire in the OR.
~~When possible, a member of the Truckee Fire District will be present to~~

~~assess any needs for improvement with the drills.~~

~~Patients at Truckee Surgery Center at the time of the drills and their guests will be given ear plugs (located in the drawer in the post-operative area) for their protection.~~

- b. The Truckee Surgery Center Fire Drill Log will be completed by the Administrator or Nurse Manager ~~and attached to the attendee roster.~~
- c. Any comments or issues requiring follow up will be documented and included with the Fire Drill Log.

E. ~~IV.~~ Educating Staff on Fire Safety

- 1. All staff ~~and providers~~ will review the fire safety policy annually. This review will include but is not limited to:
 - a. Reading the policy and procedure to understand what is expected of staff ~~and providers~~ in the event of a fire.
 - b. Fire Drills are conducted quarterly in different locations. ~~At Truckee Surgery Center, drills~~ Drills are conducted so that the area of fire origination is evaluated along with the surrounding areas. All drills are reviewed for the purpose of identifying deficiencies and opportunities for improvement. Reports on fire drills are maintained by the Administrator in the Fire & Emergencies Manual. Unless specifically arranged, all fire drills are unannounced. The effectiveness of this program is evaluated annually. Any major deficiencies and improvement activities are reported to the Medical Executive Quality Committee.
 - c. During fire drills, staff knowledge is evaluated including the following:
 - i. When and how to sound fire ~~alarms~~ alarm pulls
 - ii. When and how to reset the fire alarm panel after a drill, as well as how to check to make sure the signal was received by AAA Smart Business (formerly Cal-Security)
 - iii. When and how to call for off -site fire responders
 - iv. Containment of smoke and fire
 - v. Transfer of patients to areas of refuge
 - vi. Fire extinguishers (locations of, and how to use them)
 - vii. Specific fire response duties
 - viii. Preparation for building evacuation

Effective: May 2003, Revised: May 2011, June 2011

Approval Signatures

Step Description

Approver

Date

Courtney Leslie: Administrator 12/2022
Heidi Fedorchak: Nurse 12/2022
Manager

OLD



Origination 07/2019
Last Approved N/A
Last Revised 02/2023
Next Review 1 year after approval

Owner Heidi Fedorchak:
Nurse Manager
Department Laboratory
Applicabilities Truckee
Surgery
Center

Reporting Test Results, LAB-1906

PURPOSE:

- A. Truckee Surgery Center recognizes the importance of prompt review and communication of test results to ensure accurate diagnoses, effective attention and treatment, and optimal patient care.
- B. Policies and procedures for reporting test results support effective communication among providers and between providers and patients.
- C. ~~COVID-19 test results will be obtained for all patients undergoing sedation or anesthesia, with the rare exception of circumstantial urgent add-on cases. COVID-19 test results, or lack thereof, will guide TSC staff with the necessary and correct PPE donning.~~ COVID-19 test results will be obtained via PCR or antigen test for all patients who exhibit symptoms of COVID-19 including temperature > 100.4, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss or taste or smell, sore throat, congestion or runny nose, GI symptoms including nausea, vomiting or diarrhea.

POLICY:

- A. Test results must be communicated to the ordering provider, or a surrogate provider if the ordering provider is unavailable, within a period of time that allows prompt clinical action to be taken. The ordering provider must communicate all test results, including normal results, to patients to ensure patients are active participants in their ~~healthcare~~ health care. This policy applies to all types of test results, such as laboratory, cardiology, radiology, and other diagnostic tests.
- B. PROVIDER & STAFF RESPONSIBILITIES:
 - 1. Clinic Director
 - a. Designate surrogate providers (e.g, on-call clinician, primary care physician) who will be responsible for reviewing and acting on critical test

results when the ordering provider is not available. Establish a chain of responsibility.

2. Clinic Administrator
 - a. Implement written policy on reporting test results.
 - b. Regularly review and re-evaluate policies
3. Ordering Provider
 - a. Follow up on, review, and take action on ordered test results, regardless of the ordering providers specialty or relationship to the patient.
 - b. Document all actions taken in response to test results in the patient's medical record.
 - c. Communicate test results to patients.
4. Surrogate Provider
 - a. Must have the authority to take action on critical test results. Staff members who may serve as surrogate providers include primary care physicians, covering physicians, laboratory directors, or the clinic director.
 - b. When contacted with critical result, responsible for reviewing and following up on the result and communicating necessary information to the patient (e.g., come in to the office, go to the emergency department [ED]).
 - c. Document all actions taken in response to test results in the patient's medical record.
 - d. Communicate actions taken to the ordering provider.
5. Administrator's Designee
 - a. Schedule and/or coordinate preoperative COVID-19 testing for indicated cases.
 - b. Keep a record of the tests ordered.
 - c. Test results are then placed in the patient chart. The physician receives their own copy from the lab.
 - d. Flag any results that are not received within a reasonable period of time and notify the ordering provider.

PROCEDURE:

- A. Physician will order the lab test(s) to be completed and specify whether it is a routine test or stat.
- B. The nurse will perform the lab draw, urine collection, or retrieve specimen from sterile field and place the specimen into the appropriate container.
- C. She/he will complete the appropriate lab requisition and label the specimen with the specimen description and laterality, if applicable, patient's name, DOB, RN initials and date and time the

specimen was obtained.

- D. The specimen will be transported to the TFH lab in a timely manner by assigned TSC staff or TFH courier.
- E. The hospital will call results of stat orders, followed by a fax copy.
- F. An assigned staff member will follow-up with results and document these in the Specimen Binder. All results, once received, should be placed in patient's medical record.
- G. COVID-19 specific:
 - 1. ~~Physician will order the COVID-19 test(s) within seven (7) days of scheduled patient procedures requiring sedation or anesthesia.~~ The physician will order a COVID-19 test if the patient complains of COVID-19 symptoms preoperatively.
 - 2. TSC ~~Administrator and/or designee~~ staff will schedule and coordinate the COVID-19 test for each patient - location specific. This will be communicated efficiently with the patients.
 - 3. TSC will be responsible for obtaining COVID-19 test results from the proper testing facilities, and keeping them in the appropriate patient charts for day of service.
~~Exceptions include only those urgent add-on cases, as these are time-sensitive matters.~~
~~Any discrepancies including positive or greater than 7-day test results will be communicated appropriately to the surgeon and anesthesiologist. It is at the discretion of the physician(s) to determine whether surgery shall continue or be rescheduled for a later date.~~
 - 4. Postive results will be communicated to the physician in a timely manner.

Special Instructions / Definitions:

- A. **Abnormal Test Results:** Test result that requires the ordering provider's attention as soon as possible but is not as urgent or life-threatening as a critical result. Abnormal findings are values that are above or below the established norms for a particular test. Typically, laboratories or testing centers judge with values are considered abnormal (for example, a value considered abnormal for some patients may qualify as normal for a patient who previously had a critical test result).
- B. **Critical Test Result:** Test result for a condition that if left untreated may be life-threatening or place the patient at serious risk. Patients require urgent clinical attention.
- C. **Critical Tests:** Tests that require immediate notification of results, whether critical, abnormal, or normal (e.g., suspected retained object during surgery).
- D. **Direct Verbal Communication:** Communication of test results by telephone, face-to-face encounter, or report personally handed to the ordering provider.
- E. **Electronic Communication:** Communication of test results by e-mail, fax, electronic health records, or other electronic means.
- F. **Normal test results:** Test results that fall within the normal parameters for the particular test established by the laboratory. Requires patient notification but not on an immediate basis.

- G. **Ordering or referring provider:** The provider who initiated a test for a particular patient. The provider is responsible for reviewing, signing, and acting on diagnostic tests under the scope of his or her clinical practice.
- H. **Surrogate Provider:** A provider designated to act on test results on behalf of the ordering provider if the ordering provider is unavailable.
- I. **Test Result:** Test results include the results of laboratory tests, cardiology tests, radiology, and other diagnostic procedures.

Effective June 2015

Approval Signatures

Step Description	Approver	Date
	Courtney Leslie: Administrator	Pending
	Heidi Fedorchak: Nurse Manager	02/2023

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Truckee Surgery Center, LLC
Statement of Revenue and Expense
For The Six Months Ended December 31, 2022

	Actual	Budget	Variance
Ordinary Income/Expense			
Income			
Patient Revenue			
Private Pay	-	20,000.00	(20,000.00)
Comm'l & Gov't Payors (Net Collections)	527,685.05	1,039,000.00	(511,314.95)
Total Patient Revenue	527,685.05	1,059,000.00	(531,314.95)
Refunds			
Insurance Refunds	(18,859.17)	-	(18,859.17)
Patient Refund	(4,145.46)	(5,500.00)	1,354.54
Total Refunds	(23,004.63)	(5,500.00)	(17,504.63)
Total Income	504,680.42	1,053,500.00	(548,819.58)
Gross Profit	504,680.42	1,053,500.00	(548,819.58)
Expense			
Service Fee	1,112.98	-	(1,112.98)
Purchased Services	71,712.43	21,000.00	(50,712.43)
Bad Debt	2,954.74	57,145.00	54,190.26
Collection Agency Reimbursement	2,171.19	300.00	(1,871.19)
General Office			
Dues and Subscriptions	12,765.74	12,000.00	(765.74)
Office Supplies	5,217.14	3,000.00	(2,217.14)
Postage and Delivery	580.97	1,300.00	719.03
Printing and Reproduction	-	45.00	45.00
Total General Office	18,563.85	16,345.00	(2,218.85)
Liability Gen'l, Prof Insurance	(3,641.72)	2,719.26	6,360.98
Licenses and Permits	1,892.00	500.00	(1,392.00)
Linen	20,208.83	28,453.60	8,244.77
Medical Supplies Total			
Gas Medical	7,677.16	8,881.44	1,204.28
Implants	60,462.41	131,664.40	71,201.99
Instrument Expense	100.74	4,500.00	4,399.26
Medical Supplies	96,909.60	25,846.02	(71,063.58)
Pharmacy	18,437.19	25,043.70	6,606.51
Patient Nutrition	726.58	1,010.58	284.00
Total Medical Supplies Total	184,313.68	196,946.14	12,632.46
Other Expenses			
Bank Charges	373.01	300.00	(73.01)
Educational	1,560.93	1,800.00	239.07
Equipment Rental/Lease	32,026.00	-	(32,026.00)
Interest Expense	122.28	113.50	(8.78)
Meals, Travel & Entertainment	2,382.86	300.00	(2,082.86)
Merchant Fees	1,591.86	1,800.00	208.14
Total Other Expenses	38,056.94	4,313.50	(33,743.44)
Payroll Expenses			
Health Insurance Total			
Health	43,982.65	45,000.00	1,017.35
Dental	4,236.93	3,000.00	(1,236.93)
Vision	584.78	450.00	(134.78)
Total Health Insurance Total	48,804.36	48,450.00	(354.36)
Employee Benefit	1,767.51	1,200.00	(567.51)

Payroll Taxes	53,594.01	31,009.62	(22,584.39)
Retirement Contribution	7,695.71	3,600.00	(4,095.71)
Service Fee	-	200.00	200.00
Wages	429,347.35	339,900.00	(89,447.35)
Work Comp	1,755.00	2,817.68	1,062.68
Payroll Expenses - Other	2,115.00	1,600.00	(515.00)
Total Payroll Expenses	545,078.94	428,777.30	(116,301.64)
Professional Fees			
Consulting	1,100.00	1,000.00	(100.00)
Pension Fees	2,930.00	825.00	(2,105.00)
Transcription Services	3,305.63	2,420.20	(885.43)
Total Professional Fees	7,335.63	4,245.20	(3,090.43)
Rent & CAM	86,695.68	87,352.12	656.44
Repairs			
Instrument Refurbishing	424.50	900.00	475.50
Instrument Repairs	-	2,900.00	2,900.00
Maintenance-Preventative	29,821.87	10,800.00	(19,021.87)
Total Repairs	30,246.37	14,600.00	(15,646.37)
Taxes			
Property	15,015.40	14,000.00	(1,015.40)
State	6,800.00	4,000.00	(2,800.00)
Taxes - Other	-	1,200.00	1,200.00
Total Taxes	21,815.40	19,200.00	(2,615.40)
Utilities			
Alarm Monitor	477.60	450.00	(27.60)
Cable	360.62	372.00	11.38
Gas and Electric	19,541.86	20,239.50	697.64
Medical Waste	25.00	-	(25.00)
Telephone	2,993.95	3,000.00	6.05
Total Utilities	23,399.03	24,061.50	662.47
Depreciation Expense	26,448.72	16,800.00	(9,648.72)
Total Expense	1,078,364.69	922,758.62	(155,606.07)
Net Ordinary Income	(573,684.27)	130,741.38	(704,425.65)
Other Income/Expense			
Other Income			
Other Income	4.21	-	4.21
Total Other Income	4.21	-	4.21
Other Expense			
Amortization Expense	130,477.74	130,477.74	-
Total Other Expense	130,477.74	130,477.74	-
Net Other Income	(130,473.53)	(130,477.74)	4.21
Net Income	(704,157.80)	263.64	(704,421.44)

Truckee Surgery Center
AR Summary - Jan 2023

AR Rollforward	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Avg/TTL
Beg A/R Balance	\$ 355,963	\$ 521,516	\$ 424,536	\$ 331,557	\$ 303,604	\$ 248,299	\$ 254,758	\$ 293,007	\$ 258,900				
Gross Charges	\$ 1,841,903	\$ 555,276	\$ 406,318	\$ 633,871	\$ 619,113	\$ 763,567	\$ 764,559	\$ 700,661	\$ 712,350				\$ 777,513
Payments	\$ (167,898)	\$ (166,945)	\$ (155,842)	\$ (116,157)	\$ (133,143)	\$ (136,176)	\$ (93,760)	\$ (136,440)	\$ (142,387)				\$ (138,750)
Contractual Adj	\$ (1,502,316)	\$ (460,335)	\$ (323,251)	\$ (538,558)	\$ (551,786)	\$ (619,362)	\$ (643,476)	\$ (574,466)	\$ (566,452)				\$ (642,222)
Other Adj	\$ (6,136)	\$ (25,278)	\$ (10,682)	\$ (11,249)	\$ 10,512	\$ 21	\$ (9,303)	\$ (10,413)	\$ 11,924				\$ (5,623)
Refund	\$ -	\$ 303	\$ -	\$ 4,140	\$ -	\$ (1,364)	\$ 20,230	\$ -	\$ -				\$ 2,590
Bad Debt	\$ -	\$ -	\$ (9,523)	\$ -	\$ -	\$ (226)	\$ -	\$ (13,449)	\$ (30,475)				\$ (5,964)
End A/R Bal	\$ 521,516	\$ 424,536	\$ 331,557	\$ 303,604	\$ 248,299	\$ 254,758	\$ 293,007	\$ 258,900	\$ 243,859	\$ -	\$ -	\$ -	

Statistics	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Avg/TTL
Cash Goal	-	\$ 135,453	\$ 108,628	\$ 81,686	\$ 88,688	\$ 79,924	\$ 100,000	\$ 134,177	\$ 117,088				
Achieved %	0%	123%	143%	142%	150%	170%	94%	102%	122%				
Case Volume	43	28	17	33	25	45	49	42	29				35
Gross Rev per Case	\$ 42,835	\$ 19,831	\$ 23,901	\$ 19,208	\$ 24,765	\$ 16,968	\$ 15,603	\$ 16,682	\$ 24,564				\$ 22,706
Est. Net Rev	\$ 135,453	\$ 81,803	\$ 81,569	\$ 95,806	\$ 64,042	\$ 144,690	\$ 123,663	\$ 84,653	\$ 136,407				\$ 105,343
Est. Net Rev per Case	\$ 3,150	\$ 2,922	\$ 4,798	\$ 2,903	\$ 2,562	\$ 3,215	\$ 2,524	\$ 2,016	\$ 4,704				\$ 3,199
Debit AR	\$ 553,341	\$ 477,006	\$ 395,522	\$ 380,518	\$ 317,403	\$ 370,759	\$ 388,083	\$ 354,262	\$ 338,105				\$ 397,222
Credit AR	\$ (31,826)	\$ (52,469)	\$ (63,964)	\$ (76,914)	\$ (69,104)	\$ (116,001)	\$ (95,076)	\$ (95,362)	\$ (94,246)				\$ (77,218)
AR Days	-	-	101	107	94	76	80	67	65				66
Days to Bill	10	8	8	6	8	6	8	8	7				8

AR by Fin Class	0-30	31-60	61-90	91-120	121-150	151-180	181+	Credits	Total	% of Total
CONTRACTED	\$ 80,801	\$ 28,879	\$ 23,246	\$ 31,230	\$ 7,951	\$ 9,990	\$ 67,610	\$ (91,620)	\$ 158,087	65%
NON CONTRACTED	\$ -	\$ 380	\$ -	\$ -	\$ 314	\$ -	\$ -	\$ -	\$ 694	0%
SELF PAY	\$ 16,631	\$ 499	\$ 5,270	\$ 5,589	\$ 3,440	\$ 7,617	\$ 26,754	\$ (2,625)	\$ 63,175	26%
WORK COMP	\$ 15,259	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,259	6%
WORKERS COMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,644	\$ -	\$ 6,644	3%
Total A/R	\$ 112,692	\$ 29,758	\$ 28,516	\$ 36,819	\$ 11,706	\$ 17,607	\$ 101,007	\$ (94,246)	\$ 243,859	100%
% of Total / Over 90	46%	12%	12%	15%	5%	7%	41%	-39%	100%	69%

\$>90	%>90
\$ 116,782	47%
\$ 314	45%
\$ 43,400	66%
\$ -	0%
\$ 6,644	100%
\$ 167,139	49%

Prior Month Balance	\$ 51,833	\$ 86,741	\$ 42,155	\$ 13,252	\$ 26,646	\$ 9,489	\$ 124,146	\$ (95,362)	\$ 258,900	100%
% Total Prior Balance / Over 90	20%	34%	16%	5%	10%	4%	48%	-37%	100%	67%

\$ 173,533	49%
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Change from Prior Mth	\$ 60,858	\$ (56,983)	\$ (13,639)	\$ 23,567	\$ (14,941)	\$ 8,118	\$ (23,139)	\$ 1,116	\$ (15,041)	
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Truckee Surgery Center
 Financial Class Data - Jan 2023

Case Volume

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	TTM	YTD	%Ttl
CONTRACTED	40	27	17	32	24	45	49	42	26				302	302	97.1%
SELF PAY	1	1	-	-	1	-	-	-	2				5	5	1.6%
WORKERS COMP	2	-	-	1	-	-	-	-	1				4	4	1.3%
Total	43	28	17	33	25	45	49	42	29	-	-	-	311	311	100%

Net Revenue (Cases in Month)

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl	Cases	Net Rev Per Case
CONTRACTED	\$ 124,819	\$ 70,708	\$ 81,569	\$ 94,329	\$ 61,298	\$ 144,690	\$ 123,663	\$ 84,653	\$ 94,762				\$ 880,493	92.9%	\$ 302	\$ 2,916
SELF PAY	\$ 1,165	\$ 11,095	\$ -	\$ -	\$ 2,743	\$ -	\$ -	\$ -	\$ 26,386				\$ 41,389	4.4%	\$ 5	\$ 8,278
WORKERS COMP	\$ 9,469	\$ -	\$ -	\$ 1,477	\$ -	\$ -	\$ -	\$ -	\$ 15,259				\$ 26,205	2.8%	\$ 4	\$ 6,551
Total	\$ 135,453	\$ 81,803	\$ 81,569	\$ 95,806	\$ 64,042	\$ 144,690	\$ 123,663	\$ 84,653	\$ 136,407	\$ -	\$ -	\$ -	\$ 948,088	100%	311	\$ 3,049

Payments by Date of Service

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
CONTRACTED	\$ 103,420	\$ 67,096	\$ 80,452	\$ 74,298	\$ 43,778	\$ 117,982	\$ 136,144	\$ 61,893	\$ 3,664				\$ 688,729	95.2%
WORKERS COMP	\$ 9,165	\$ -	\$ -	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 10,465	1.4%
SELF PAY	\$ 880	\$ 11,095	\$ -	\$ -	\$ 2,743	\$ -	\$ -	\$ -	\$ 9,754				\$ 24,473	3.4%
WORK COMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -	0.0%
Total	\$ 113,465	\$ 78,191	\$ 80,452	\$ 75,599	\$ 46,521	\$ 117,982	\$ 136,144	\$ 61,893	\$ 13,418	\$ -	\$ -	\$ -	\$ 723,667	100.0%

HST AR

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
CONTRACTED	\$ 14,548	\$ 5,564	\$ (697)	\$ 15,653	\$ 14,933	\$ 24,496	\$ 25,974	\$ 35,293	\$ 91,149				\$ 226,913	85.5%
WORKERS COMP	\$ 6,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 6,644	2.5%
SELF PAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,631				\$ 16,631	6.3%
WORK COMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,259				\$ 15,259	5.7%
Total	\$ 21,192	\$ 5,564	\$ (697)	\$ 15,653	\$ 14,933	\$ 24,496	\$ 25,974	\$ 35,293	\$ 123,040	\$ -	\$ -	\$ -	\$ 265,447	100.0%

Payments By Billing Period

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
CONTRACTED	\$ 135,127	\$ 124,814	\$ 149,176	\$ 94,652	\$ 119,265	\$ 112,103	\$ 77,930	\$ 128,726	\$ 115,628				\$ 1,057,421	84.7%
SELF PAY	\$ 32,771	\$ 42,131	\$ 6,568	\$ 15,194	\$ 13,708	\$ 19,920	\$ 15,830	\$ 7,401	\$ 26,446				\$ 179,968	14.4%
WORKERS COMP	\$ -	\$ -	\$ -	\$ 6,311	\$ -	\$ 4,154	\$ -	\$ -	\$ -				\$ 10,465	0.8%
MEDICARE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313				\$ 313	0.0%
NON CONTRACTED	\$ -	\$ -	\$ 98	\$ -	\$ 171	\$ -	\$ -	\$ 313	\$ -				\$ 582	0.0%
Total	\$ 167,898	\$ 166,945	\$ 155,842	\$ 116,157	\$ 133,143	\$ 136,176	\$ 93,760	\$ 136,440	\$ 142,387	\$ -	\$ -	\$ -	\$ 1,248,750	100.0%

Truckee Surgery Center
Surgeon Data - Jan 2023

Case Volume

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	TTM	YTD	%Ttl
ALPERT, RICKI A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
BANY, TENILLE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
CONDON, DAVID	-	-	-	-	1	1	2	-	-	-	-	-	4	4	1.3%
DODD, JEFFREY S	10	9	6	7	7	12	10	8	6	-	-	-	75	75	24.1%
GANONG, ALISON	4	-	-	-	-	9	2	12	5	-	-	-	32	32	10.3%
GUSTAFSSON, MATTHEW H	4	-	-	-	2	-	-	2	-	-	-	-	8	8	2.6%
HAEDER, PAUL R	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
HAGEN, JONATHAN T	11	10	4	9	7	10	16	10	6	-	-	-	83	83	26.7%
JERNICK, MICHAEL	3	4	2	4	4	2	8	1	3	-	-	-	31	31	10.0%
LUSCOMB, THOMAS A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
RINGNES, ANDREW P	11	2	5	13	4	11	10	9	9	-	-	-	74	74	23.8%
SAAREMETS, ALAR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
TAYLOR, PETER J	-	3	-	-	-	-	1	-	-	-	-	-	4	4	1.3%
Total	43	28	17	33	25	45	49	42	29	-	-	-	311	311	100.0%

Net Revenue (Cases in Month)

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl	Cases	Net Rev Per Case
ALPERT, RICKI A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0	\$ -
BANY, TENILLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0	\$ -
CONDON, DAVID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,460	\$ 3,011	\$ 3,616	\$ -	\$ -	\$ -	\$ -	\$ 8,088	0.9%	4	\$ 2,022
DODD, JEFFREY S	\$ 30,427	\$ 34,726	\$ 16,499	\$ 28,290	\$ 17,040	\$ 34,974	\$ 24,703	\$ 11,994	\$ 18,848	\$ -	\$ -	\$ -	\$ 217,501	22.9%	75	\$ 2,900
GANONG, ALISON	\$ 3,306	\$ -	\$ -	\$ -	\$ -	\$ 5,440	\$ 1,970	\$ 9,952	\$ 4,832	\$ -	\$ -	\$ -	\$ 25,500	2.7%	32	\$ 797
GUSTAFSSON, MATTHEW H	\$ 4,894	\$ -	\$ -	\$ -	\$ 2,310	\$ -	\$ -	\$ 2,310	\$ -	\$ -	\$ -	\$ -	\$ 9,514	1.0%	8	\$ 1,189
HAEDER, PAUL R	\$ -	\$ -	\$ 15,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,244	1.6%	0	\$ -
HAGEN, JONATHAN T	\$ 41,411	\$ 17,490	\$ -	\$ 21,301	\$ 21,541	\$ 35,006	\$ 42,843	\$ 40,006	\$ 50,891	\$ -	\$ -	\$ -	\$ 270,490	28.5%	83	\$ 3,259
JERNICK, MICHAEL	\$ 14,312	\$ 19,254	\$ 2,963	\$ 16,586	\$ 11,216	\$ 7,834	\$ 25,781	\$ 2,823	\$ 5,330	\$ -	\$ -	\$ -	\$ 106,098	11.2%	31	\$ 3,423
LUSCOMB, THOMAS A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0	\$ -
RINGNES, ANDREW P	\$ 41,103	\$ 5,252	\$ 46,863	\$ 29,629	\$ 10,475	\$ 58,426	\$ 19,992	\$ 17,569	\$ 56,505	\$ -	\$ -	\$ -	\$ 285,814	30.1%	74	\$ 3,862
SAAREMETS, ALAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0	\$ -
TAYLOR, PETER J	\$ -	\$ 5,081	\$ -	\$ -	\$ -	\$ -	\$ 4,758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,839	1.0%	4	\$ 2,460
Total	\$ 135,453	\$ 81,803	\$ 81,569	\$ 95,806	\$ 64,042	\$ 144,690	\$ 123,663	\$ 84,653	\$ 136,407	\$ -	\$ -	\$ -	\$ 948,088	100.0%	311	\$ 3,049

Payments by Date of Service

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
CONDON, DAVID	\$ -	\$ -	\$ -	\$ -	\$ 711	\$ 3,041	\$ 3,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,368	1.0%
DODD, JEFFREY S	\$ 32,291	\$ 35,134	\$ 16,039	\$ 24,692	\$ 12,185	\$ 28,483	\$ 21,456	\$ 11,614	\$ 2,165	\$ -	\$ -	\$ -	\$ 184,059	25.4%
GANONG, ALISON	\$ 2,433	\$ -	\$ -	\$ -	\$ -	\$ 5,388	\$ 793	\$ 6,996	\$ 572	\$ -	\$ -	\$ -	\$ 16,182	2.2%
GUSTAFSSON, MATTHEW H	\$ 4,386	\$ -	\$ -	\$ -	\$ 942	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,328	0.7%
HAGEN, JONATHAN T	\$ 35,609	\$ 18,967	\$ 12,416	\$ 13,059	\$ 15,400	\$ 25,714	\$ 43,798	\$ 25,502	\$ 9,754	\$ -	\$ -	\$ -	\$ 200,219	27.7%
JERNICK, MICHAEL	\$ 7,966	\$ 13,877	\$ 2,294	\$ 12,958	\$ 8,630	\$ 7,354	\$ 49,238	\$ 6,013	\$ -	\$ -	\$ -	\$ -	\$ 108,329	15.0%
RINGNES, ANDREW P	\$ 30,780	\$ 5,133	\$ 49,703	\$ 24,890	\$ 8,654	\$ 48,001	\$ 15,695	\$ 11,768	\$ 927	\$ -	\$ -	\$ -	\$ 195,551	27.0%
TAYLOR, PETER J	\$ -	\$ 5,081	\$ -	\$ -	\$ -	\$ -	\$ 1,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,630	0.9%
Total	\$ 113,465	\$ 78,191	\$ 80,452	\$ 75,599	\$ 46,521	\$ 117,982	\$ 136,144	\$ 61,893	\$ 13,418	\$ -	\$ -	\$ -	\$ 723,667	100.0%

HST AR

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
CONDON, DAVID	\$ -	\$ -	\$ -	\$ -	\$ 749	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 749	0.3%
DODD, JEFFREY S	\$ (656)	\$ 1,462	\$ 211	\$ 603	\$ 4,705	\$ 2,250	\$ 2,331	\$ 2,417	\$ 16,698	\$ -	\$ -	\$ -	\$ 30,023	11.3%
GANONG, ALISON	\$ 873	\$ -	\$ -	\$ -	\$ -	\$ 490	\$ 1,178	\$ 3,007	\$ 4,276	\$ -	\$ -	\$ -	\$ 9,824	3.7%
GUSTAFSSON, MATTHEW H	\$ 368	\$ -	\$ -	\$ -	\$ 1,513	\$ -	\$ -	\$ 2,310	\$ -	\$ -	\$ -	\$ -	\$ 4,191	1.6%
HAGEN, JONATHAN T	\$ 2,551	\$ (1,410)	\$ 1,568	\$ 6,803	\$ 5,097	\$ 9,292	\$ 3,286	\$ 15,492	\$ 41,137	\$ -	\$ -	\$ -	\$ 83,815	31.6%
JERNICK, MICHAEL	\$ 6,013	\$ 5,392	\$ 668	\$ 3,628	\$ 1,085	\$ 331	\$ 11,674	\$ 1,138	\$ 5,330	\$ -	\$ -	\$ -	\$ 35,260	13.3%
RINGNES, ANDREW P	\$ 12,044	\$ 119	\$ (3,145)	\$ 4,619	\$ 1,785	\$ 12,132	\$ 4,296	\$ 10,928	\$ 55,599	\$ -	\$ -	\$ -	\$ 98,377	37.1%
TAYLOR, PETER J	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,209	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,209	1.2%
Total	\$ 21,192	\$ 5,564	\$ (697)	\$ 15,653	\$ 14,933	\$ 24,496	\$ 25,974	\$ 35,293	\$ 123,040	\$ -	\$ -	\$ -	\$ 265,447	100.0%

Payments by Billing Period

Name	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total	%Ttl
ALPERT, RICKI A	\$ 327	\$ -	\$ -	\$ -	\$ (1,217)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (889)	-0.1%
BANY, TENILLE	\$ 811	\$ -	\$ 765	\$ -	\$ -	\$ -	\$ (363)	\$ (568)	\$ -	\$ -	\$ -	\$ -	\$ 645	0.1%
CONDON, DAVID	\$ 470	\$ 1,801	\$ 2,230	\$ -	\$ 882	\$ -	\$ 3,032	\$ 3,104	\$ 521	\$ -	\$ -	\$ -	\$ 12,040	1.0%
DODD, JEFFREY S	\$ 22,415	\$ 36,448	\$ 21,017	\$ 30,105	\$ 30,219	\$ 70,460	\$ 27,436	\$ 19,310	\$ 23,860	\$ -	\$ -	\$ -	\$ 281,271	22.5%
GANONG, ALISON	\$ 4,403	\$ 8,340	\$ 508	\$ 1,159	\$ 2,081	\$ 1,302	\$ 2,303	\$ 4,969	\$ 6,623	\$ -	\$ -	\$ -	\$ 31,689	2.5%
GUSTAFSSON, MATTHEW H	\$ 1,862	\$ 2,180	\$ 640	\$ -	\$ 991	\$ 280	\$ 1,628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,581	0.6%
HAEDER, PAUL R	\$ 95	\$ 50	\$ 266	\$ -	\$ -	\$ 292	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 803	0.1%
HAGEN, JONATHAN T	\$ 75,710	\$ 41,881	\$ 28,593	\$ 23,604	\$ 25,757	\$ 23,174	\$ 26,276	\$ 42,227	\$ 40,550	\$ -	\$ -	\$ -	\$ 327,772	26.2%
JERNICK, MICHAEL	\$ 21,475	\$ 20,232	\$ 24,052	\$ 6,298	\$ 48,029	\$ 19,544	\$ 5,393	\$ 18,913	\$ 38,350	\$ -	\$ -	\$ -	\$ 202,287	16.2%
LAN, JIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (324)	\$ -	\$ -	\$ -	\$ (324)	0.0%
LUSCOMB, THOMAS A	\$ 7,029	\$ 3,260	\$ -	\$ -	\$ -	\$ -	\$ (608)	\$ (608)	\$ -	\$ -	\$ -	\$ -	\$ 9,072	0.7%
RINGNES, ANDREW P	\$ 30,787	\$ 51,887	\$ 76,040	\$ 52,508	\$ 26,806	\$ 21,123	\$ 28,563	\$ 49,092	\$ 31,259	\$ -	\$ -	\$ -	\$ 368,066	29.5%
SAAREMETS, ALAR	\$ 1,209	\$ -	\$ -	\$ -	\$ (406)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 803	0.1%
TAYLOR, PETER J	\$ 1,305	\$ 868	\$ 1,730	\$ 2,483	\$ -	\$ -	\$ -	\$ -	\$ 1,549	\$ -	\$ -	\$ -	\$ 7,935	0.6%
Total	\$ 167,898	\$ 166,945	\$ 155,842	\$ 116,157	\$ 133,143	\$ 136,176	\$ 93,760	\$ 136,440	\$ 142,387	\$ -	\$ -	\$ -	\$ 1,248,750	100.0%

TRUCKEE SURGERY CENTER
SEMI ANNUAL REVIEW - CONTRACTED SERVICES
 07/01/2022 - 12/31/2022

CONTRACTOR	SERVICE PROVIDED	QUALITY OF SERVICES	TIMELINESS OF SERVICES	ACCURACY OF SERVICES	RESPONSIVENESS	COMPETITIVENESS OF PRICING	ACCURACY OF BILLING	PROTECTION OF PATIENTS' RIGHTS	TOTAL POINTS POSSIBLE	TOTAL POINTS EARNED	PERFORMANCE ACCEPTABLE
Aramark	Linen	16	7	7	8	5	15	5	80	64	NO
BPL Supplies	Printing & Reproduction	25	10	10	10	5	15	5	80	80	YES
California Security	Burglar/Fire Alarm	25	10	10	10	5	15	5	80	80	YES
Cashman Equipment	Generator	25	10	10	10	5	15	5	80	80	YES
Continental Credit Control	Collections Agency	19	8	10	10	5	15	5	80	72	YES
EHIM Pharmacy Benefits	Rx Benefit TPA	11	4	4	5	4	15	5	80	48	NO
Frost Arnett	Collections Agency	25	10	10	10	5	15	5	80	80	YES
Gateway East	Building Lease	25	10	10	10	5	15	5	80	80	YES
Getinge	Sterilizers	25	10	10	10	5	15	5	80	80	YES
Hologic INC	Mini C-Arm PM	25	10	10	10	5	15	5	80	80	YES
HST Pathways	Practice Mgmt System	24	10	10	10	5	15	5	80	79	YES
IIS Benefits	TPA - Medical Benefits	14	4	4	5	4	15	5	80	51	NO
Intech	HVAC Services	25	10	10	10	5	15	5	80	80	YES
Iron Mountain	Document Storage	23	9	9	10	5	15	5	80	76	YES
MedBridge	Billing Service	15	6	8	9	5	15	5	80	63	NO
Medical Gas Diagnostics	Med gas/Suction PM	25	10	10	10	5	15	5	80	80	YES
MedVantage	DVT Stockings	25	10	10	10	5	15	5	80	80	YES
Merchant Services	Credit Card Processing	25	10	10	10	5	15	5	80	80	YES
Pacific Medical	DME Equipment	25	10	10	10	5	15	5	80	80	YES

A score < 70 will require further evaluation by the Administrator, MEC and Governing Board
 Red = Unsatisfactory Score Orange = Decrease in Services/Score from last eval

TRUCKEE SURGERY CENTER
SEMI ANNUAL REVIEW OF CONTRACTED SERVICES
07/01/2022 - 12/31/2022

Pharmacist Consultant	Pharmacy Reconciliation/Consulting	25	10	10	10	5	15	5	80	80	YES
Pitney Bowes	Postage Meter	25	10	10	10	5	15	5	80	80	YES
Ray Morgan/RICOH	Copier	25	10	10	10	5	15	5	80	80	YES
Red Rock Water	Water Delivery	23	7	7	10	5	15	5	80	72	NO
Shred-it	Document Shredding	25	10	10	10	5	15	5	80	80	YES
Siemens	Fire Alarm Panel	25	10	10	10	5	15	5	80	80	YES
Stericycle	Waste Management	21	8	9	10	5	15	5	80	73	YES
Surgical Notes	RCM, Coding, Transcription	25	10	10	10	5	15	5	80	80	YES
Sutter Physics	Annual Physics Testing for C-Arms	25	10	10	10	5	15	5	80	80	YES
TFHD- Biomed Department	Biomed Surgical Equipment	25	10	10	10	5	15	5	80	80	YES
TFHD- Facilities Department	Maintenance & Repairs	25	8	10	10	5	15	5	80	78	YES
TFHD- Lab	Lab and Pathology	25	9	10	10	5	15	5	80	79	YES
TFHD- Materials Management	Supply Ordering	25	10	10	10	5	15	5	80	80	YES
TFHD- Occupational Health	Staff/Physician Immunization & Screening	25	10	10	10	5	15	5	80	80	YES
TFHD- Radiology Department	Fluoro Checks; Large/Mini C-Arm Operation	25	10	10	10	5	15	5	80	80	YES
Total Scope	Arthroscopic Camera & Lens Supply & Repair	25	10	10	10	5	15	5	80	80	YES
Trusted Employers	Background Screening	25	10	10	10	5	15	5	80	80	YES
West Coast X-Ray	Large C-arm PM	25	10	10	10	5	15	5	80	80	YES
Western Path	Lab and Pathology	25	10	10	10	5	15	5	80	80	YES

A score < 70 will require further evaluation by the Administrator, MEC and Governing Board
 Red = Unsatisfactory Score Orange = Decrease in Services/Score from last eval

Truckee Surgery Center Contract Services Evaluation

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Aramark
 Service/s Provided: Linens | Scrubs Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	5	4	3	2	1
Quality assurance processes in place	5	4	3	2	1
QA meets TSC's minimum requirements	5	4	3	2	1
Services are consistently high quality	5	4	3	2	1
Contractor stays current with technology/processes	5	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	5	4	3 BL	2	1
Contractor meets TSC's deadlines	5	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	5	4	3	2	1
Contractor corrects errors in timely manner	5	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	5	4	3	2	1
Contractor adapts to meet TSC's needs	5	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	5	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	5	4	3	2	1
Billing errors are promptly corrected	5	4	3	2	1
Invoices are detailed and itemized	5	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	5	4	3	2	1

Total Points Possible: 80

Total Points Earned: 64

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Continued issues w stains & holes = moderate amt of unusable product. However, there is continued improvement on contractor's delivery schedule maintenance and response to low supply.

Evaluation completed by:

Blynn Briana Lynn QA/PI/IC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1-24-23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: BPL Supplies
 Service/s Provided: Printing + Reproduction Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Signature Briana Lynn Printed Name QA/PI/C Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leslie Printed Name Administrator Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: AAA Smart Business / Cal Security
 Service/s Provided: Burglar / Fire Alarm Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Signature Briana Lynn Printed Name QA/PI/IC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leslie Printed Name Administrator Title 1.24.23 Date

Eval Frequency:
 Monthly
 Quarterly
Semi-Annually
 PRN

**Truckee Surgery Center
 Contract Services Evaluation**

Contractor Name: Cashman Equipment
 Service/s Provided: Generator Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blyn Signature Briana Lynn Printed Name QA/PI/IC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leslie Printed Name Administrator Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Continental Credit Control

Service/s Provided: Collections Agency Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	5	(4)	3	2	1
Quality assurance processes in place	5	(4)	3	2	1
QA meets TSC's minimum requirements	5	(4)	3	2	1
Services are consistently high quality	5	4	(3)	2	1
Contractor stays current with technology/processes	5	(4)	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	5	(4)	3	2	1
Contractor meets TSC's deadlines	5	(4)	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 72

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: We are still no longer sending accounts to this agency (see last semi-annual review) however contract is still current w/this company.

Evaluation completed by:

Blyn Briana Lynn QA/PI/IC Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by:

Journey Lester Journey Lester Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: EHIM Pharmacy Benefits
 Service/s Provided: By Benefit TPA Evaluation Period: 7-1-22-12-31-22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 48

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: EHIM provided our pharmacy Benefits. None of our employees have had success with these benefits working at the pharmacy. Employees are having to submit reimbursement requests and pay out of pocket for prescriptions that should be covered. To date no one has seen a reimbursement

Evaluation completed by: This is not an efficient process. *Re-eval in 1 month
 Signature: [Signature] Printed Name: Courtney Leslie Title: Administrator Date: 1-24-23

Evaluation approved by:
 Signature: [Signature] Printed Name: Courtney Leslie Title: Administrator Date: 1-24-23

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Frost Arnett
Service/s Provided: Collections Agency Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bfym Briana Lynn QAPI IC Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by:

Carly Carlynn Leslie Administrative 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Gateway East
 Service/s Provided: Building Lease Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

B Lynn Briana Lynn QA/PI/IC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leswe Administrator 1.24.23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Getinge
Service/s Provided: Sterilizers Evaluation Period: 7.1.22-12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	⑤	4	3	2	1
Quality assurance processes in place	⑤	4	3	2	1
QA meets TSC's minimum requirements	⑤	4	3	2	1
Services are consistently high quality	⑤	4	3	2	1
Contractor stays current with technology/processes	⑤	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	⑤	4	3	2	1
Contractor meets TSC's deadlines	⑤	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	⑤	4	3	2	1
Contractor corrects errors in timely manner	⑤	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	⑤	4	3	2	1
Contractor adapts to meet TSC's needs	⑤	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	⑤	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	⑤	4	3	2	1
Billing errors are promptly corrected	⑤	4	3	2	1
Invoices are detailed and itemized	⑤	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	⑤	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Great improvement in function of sterilizer doors. The company has quick response time.

Evaluation completed by:

Blyn Signature Briana Lynn Printed Name QA/PI/IC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leslie Printed Name Administrator Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Hologic INC
Service/s Provided: Mini C-Arm PM Evaluation Period: 7-1-22 - 12-31-22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	⑤	4	3
Quality assurance processes in place	⑤	4	3
QA meets TSC's minimum requirements	⑤	4	3
Services are consistently high quality	⑤	4	3
Contractor stays current with technology/processes	⑤	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	⑤	4	3
Contractor meets TSC's deadlines	⑤	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	⑤	4	3
Contractor corrects errors in timely manner	⑤	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	⑤	4	3
Contractor adapts to meet TSC's needs	⑤	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	⑤	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	⑤	4	3
Billing errors are promptly corrected	⑤	4	3
Invoices are detailed and itemized	⑤	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	⑤	4	3

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Contract ended for mini c-arm in October 2022. TSC now owns its own mini c-arm. Maintenance will be performed by West coast x-ray due to cost.

Evaluation completed by:

<u>Bfynn</u> Signature	<u>Briana Lynn</u> Printed Name	<u>QA/PI/IC Coordinator</u> Title	<u>1-24-23</u> Date
<u>[Signature]</u> Signature	<u>Courtney Leslie</u> Printed Name	<u>Administrator</u> Title	<u>1-24-23</u> Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: HST Pathways
Service/s Provided: Practice Management System Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 79

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Occasional issues with computer scheduling program requiring reboot/reinstallation. No other issues to note.

Evaluation completed by:

Bryan Briana Lynn QA/ITC Coordinator 2.15.23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] 2 Courtney Lester Administrator 2.21.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: US Benefits

Service/s Provided: TPA Medical Benefits Evaluation Period: 7-1-2022 - 12-31-2022

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	5	4	③	2	1
Quality assurance processes in place	5	④	3	2	1
QA meets TSC's minimum requirements	5	4	3	②	1
Services are consistently high quality	5	4	3	2	①
Contractor stays current with technology/processes	5	④	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	5	4	3	②	1
Contractor meets TSC's deadlines	5	4	3	②	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	5	4	3	②	1
Contractor corrects errors in timely manner	5	4	3	②	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	5	4	3	②	1
Contractor adapts to meet TSC's needs	5	4	③	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	5	④	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	⑤	4	3	2	1
Billing errors are promptly corrected	⑤	4	3	2	1
Invoices are detailed and itemized	⑤	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	⑤	4	3	2	1

Total Points Possible: 80

Total Points Earned: 51

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: US IS NOT PROVIDING THE HIGH LEVEL OF SERVICE WE WERE LEAD TO BELIEVE THEY COULD. NOTHING HAS GONE SMOOTHLY. EMPLOYEES ARE NOT BEING REIMBURSED TIMELY. CUSTOMER SERVICE IS NOT HELPFUL. PHYSICIAN OFFICES HAVE BEEN UNABLE TO PROCESS BENEFITS CORRECTLY. *HIC-OVAL IN 1 MONTH

Evaluation completed by:

[Signature] Courtney Leslie Administrator 1.24.24
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: InTech
Service/s Provided: HVAC Services Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	⑤	4	3	2	1
Quality assurance processes in place	⑤	4	3	2	1
QA meets TSC's minimum requirements	⑤	4	3	2	1
Services are consistently high quality	⑤	4	3	2	1
Contractor stays current with technology/processes	⑤	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	⑤	4	3	2	1
Contractor meets TSC's deadlines	⑤	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	⑤	4	3	2	1
Contractor corrects errors in timely manner	⑤	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	⑤	4	3	2	1
Contractor adapts to meet TSC's needs	⑤	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	⑤	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	⑤	4	3	2	1
Billing errors are promptly corrected	⑤	4	3	2	1
Invoices are detailed and itemized	⑤	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	⑤	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Brynn Signature Printed Name Briana Lynn Title QA/PIIC Coordinator Date 1.24.23

Evaluation approved by:

[Signature] Signature Printed Name Courtney Leslie Title Administrator Date 1.24.23

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Iron Mountain
 Services/ Provided: Document Storage Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	⑤	4	3
Quality assurance processes in place	⑤	4	3
QA meets TSC's minimum requirements	5	④	3
Services are consistently high quality	5	④	3
Contractor stays current with technology/processes	⑤	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	④	3
Contractor meets TSC's deadlines	⑤	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	④	3
Contractor corrects errors in timely manner	⑤	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	⑤	4	3
Contractor adapts to meet TSC's needs	⑤	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	⑤	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	⑤	4	3
Billing errors are promptly corrected	⑤	4	3
Invoices are detailed and itemized	⑤	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	⑤	4	3

Total Points Possible: 80

Total Points Earned: 76

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Persistent reminders for facility chart access and pickups as scheduled.

Evaluation completed by:

Blynn Briana Lynn QAPI/IC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1-24-23
 Signature Printed Name Title Date

Truckee Surgery Center Contract Services Evaluation

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Med Bridge
 Service/s Provided: Billing Service Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	5	4	3	<u>2</u>	1
Quality assurance processes in place	5	4	<u>3</u>	2	1
QA meets TSC's minimum requirements	5	4	3	<u>2</u>	1
Services are consistently high quality	5	4	<u>3</u>	2	1
Contractor stays current with technology/processes	<u>5</u>	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	5	4	<u>3</u>	2	1
Contractor meets TSC's deadlines	5	4	<u>3</u>	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	5	<u>4</u>	3	2	1
Contractor corrects errors in timely manner	5	<u>4</u>	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	5	<u>4</u>	3	2	1
Contractor adapts to meet TSC's needs	<u>5</u>	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	<u>5</u>	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	<u>5</u>	4	3	2	1
Billing errors are promptly corrected	<u>5</u>	4	3	2	1
Invoices are detailed and itemized	<u>5</u>	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	<u>5</u>	4	3	2	1

Total Points Possible: 80

Total Points Earned: 63

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Consistent, unacceptable standards, which ultimately led TSC to cancel contract as of 7.29.22. New contract initiated re Surgical Notes.

Evaluation completed by:

Blynn Brana Lynn QA/PIIC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1.24.23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Medical Gas Diagnostics
 Service/s Provided: Med gas / Suction Pm Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	⑤	4	3	2	1
Quality assurance processes in place	⑤	4	3	2	1
QA meets TSC's minimum requirements	⑤	4	3	2	1
Services are consistently high quality	⑤	4	3	2	1
Contractor stays current with technology/processes	⑤	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	⑤	4	3	2	1
Contractor meets TSC's deadlines	⑤	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	⑤	4	3	2	1
Contractor corrects errors in timely manner	⑤	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	⑤	4	3	2	1
Contractor adapts to meet TSC's needs	⑤	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	⑤	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	⑤	4	3	2	1
Billing errors are promptly corrected	⑤	4	3	2	1
Invoices are detailed and itemized	⑤	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	⑤	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bfynn Signature Brianna Lynn Printed Name QAPI/IC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leslie Printed Name Administrator Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Med Vantage
Service/s Provided: DVT Stockings Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Briana Lynn QA/ITC Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by:

Courtney Leslie Courtney Leslie Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Merchant Services
Service/s Provided: Credit Card Processing Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)		4	3	2 1
Quality assurance processes in place	(5)		4	3	2 1
QA meets TSC's minimum requirements	(5)		4	3	2 1
Services are consistently high quality	(5)		4	3	2 1
Contractor stays current with technology/processes	(5)		4	3	2 1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	(5)		4	3	2 1
Contractor meets TSC's deadlines	(5)		4	3	2 1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)		4	3	2 1
Contractor corrects errors in timely manner	(5)		4	3	2 1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)		4	3	2 1
Contractor adapts to meet TSC's needs	(5)		4	3	2 1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)		4	3	2 1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)		4	3	2 1
Billing errors are promptly corrected	(5)		4	3	2 1
Invoices are detailed and itemized	(5)		4	3	2 1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)		4	3	2 1

Total Points Possible: 80

Total Points Earned: 30

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

B. Lynn Briana Lynn QAPI/IC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

Courney Leslie Courney Leslie Administrator 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Pacific Medical

Service/s Provided: DME Equipment

Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	(5) 4	3	2 1
Quality assurance processes in place	(5) 4	3	2 1
QA meets TSC's minimum requirements	(5) 4	3	2 1
Services are consistently high quality	(5) 4	3	2 1
Contractor stays current with technology/processes	(5) 4	3	2 1
Timeliness of Services Provided			
Services are provided in a timely manner	(5) 4	3	2 1
Contractor meets TSC's deadlines	(5) 4	3	2 1
Accuracy of Services Provided			
Services provided are consistently accurate	(5) 4	3	2 1
Contractor corrects errors in timely manner	(5) 4	3	2 1
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	(5) 4	3	2 1
Contractor adapts to meet TSC's needs	(5) 4	3	2 1
Competitiveness of Pricing			
Contractor's prices are competitive	(5) 4	3	2 1
Accuracy of Billing			
Contractor's invoices are timely and accurate	(5) 4	3	2 1
Billing errors are promptly corrected	(5) 4	3	2 1
Invoices are detailed and itemized	(5) 4	3	2 1
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	(5) 4	3	2 1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Immediate response to facility needs.

Evaluation completed by:

Brynn Brianna Lynn QAPI/IC Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Pharmacist Consultant - Dan Franclce
 Service/s Provided: pharmacy Reconciliation Consulting Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80
 Total Points Earned: 80
 Contractor's performance is deemed: Acceptable Not Acceptable (<70)
 Notes: _____

Evaluation completed by: [Signature] Britana Lynn QA/PI/IC Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by: [Signature] Courtney Leslie Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Pitney Bowes
Service/s Provided: Postage Meter Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
<u>Quality of Services Provided</u>			
Services are acceptable in quality	(5)	4	3
Quality assurance processes in place	(5)	4	3
QA meets TSC's minimum requirements	(5)	4	3
Services are consistently high quality	(5)	4	3
Contractor stays current with technology/processes	(5)	4	3
<u>Timeliness of Services Provided</u>			
Services are provided in a timely manner	(5)	4	3
Contractor meets TSC's deadlines	(5)	4	3
<u>Accuracy of Services Provided</u>			
Services provided are consistently accurate	(5)	4	3
Contractor corrects errors in timely manner	(5)	4	3
<u>Responsiveness to TSC's Requirements</u>			
Contractor is responsive to TSC's requirements	(5)	4	3
Contractor adapts to meet TSC's needs	(5)	4	3
<u>Competitiveness of Pricing</u>			
Contractor's prices are competitive	(5)	4	3
<u>Accuracy of Billing</u>			
Contractor's invoices are timely and accurate	(5)	4	3
Billing errors are promptly corrected	(5)	4	3
Invoices are detailed and itemized	(5)	4	3
<u>Protection of Patients' Privacy</u>			
Contractor safeguards patients' privacy	(5)	4	3

Total Points Possible: 80

Total Points Earned: 90

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Signature Briana Lynn Printed Name QA/PI/IC Coordinator Title 1-24-23 Date

Evaluation approved by:

[Signature] Signature Courtney Lesher Printed Name Administrator Title 1-24-23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Ray Morgan / RICOH
Service/s Provided: Copier Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

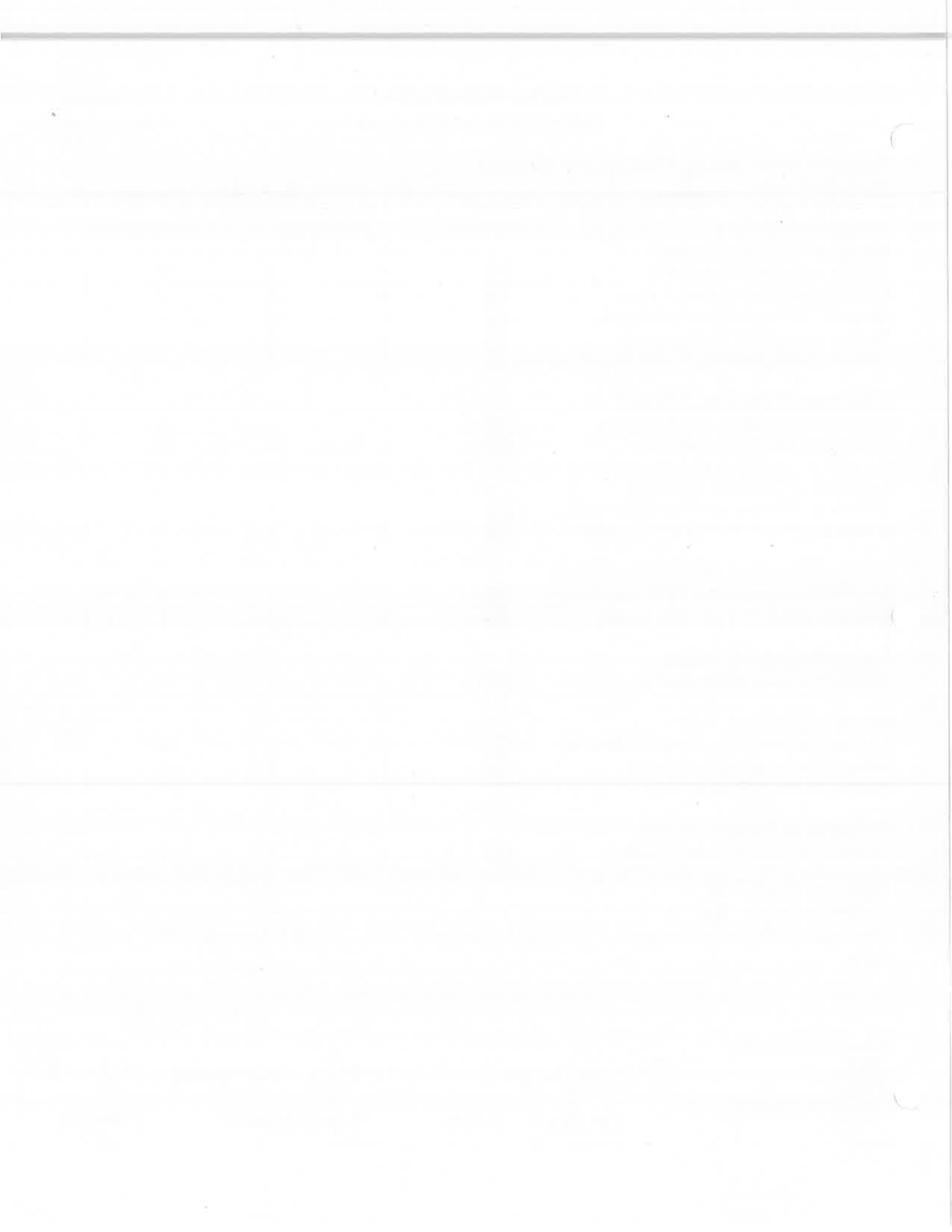
Notes: _____

Evaluation completed by:

Blyn Signature Briana Lynn Printed Name QA/PIIC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leloc Printed Name Administrator Title 1.24.23 Date



Eval Frequency:
 Monthly
 Quarterly
Semi-Annually
 PRN

Truckee Surgery Center Contract Services Evaluation

Contractor Name: Red Rock Water
 Service/s Provided: Drinking Water Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory		
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	5	(4)	3	2	1
Services are consistently high quality	5	(4)	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	5	4	(3)	2	1
Contractor meets TSC's deadlines	5	(4)	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	5	4	(3)	2	1
Contractor corrects errors in timely manner	5	(4)	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

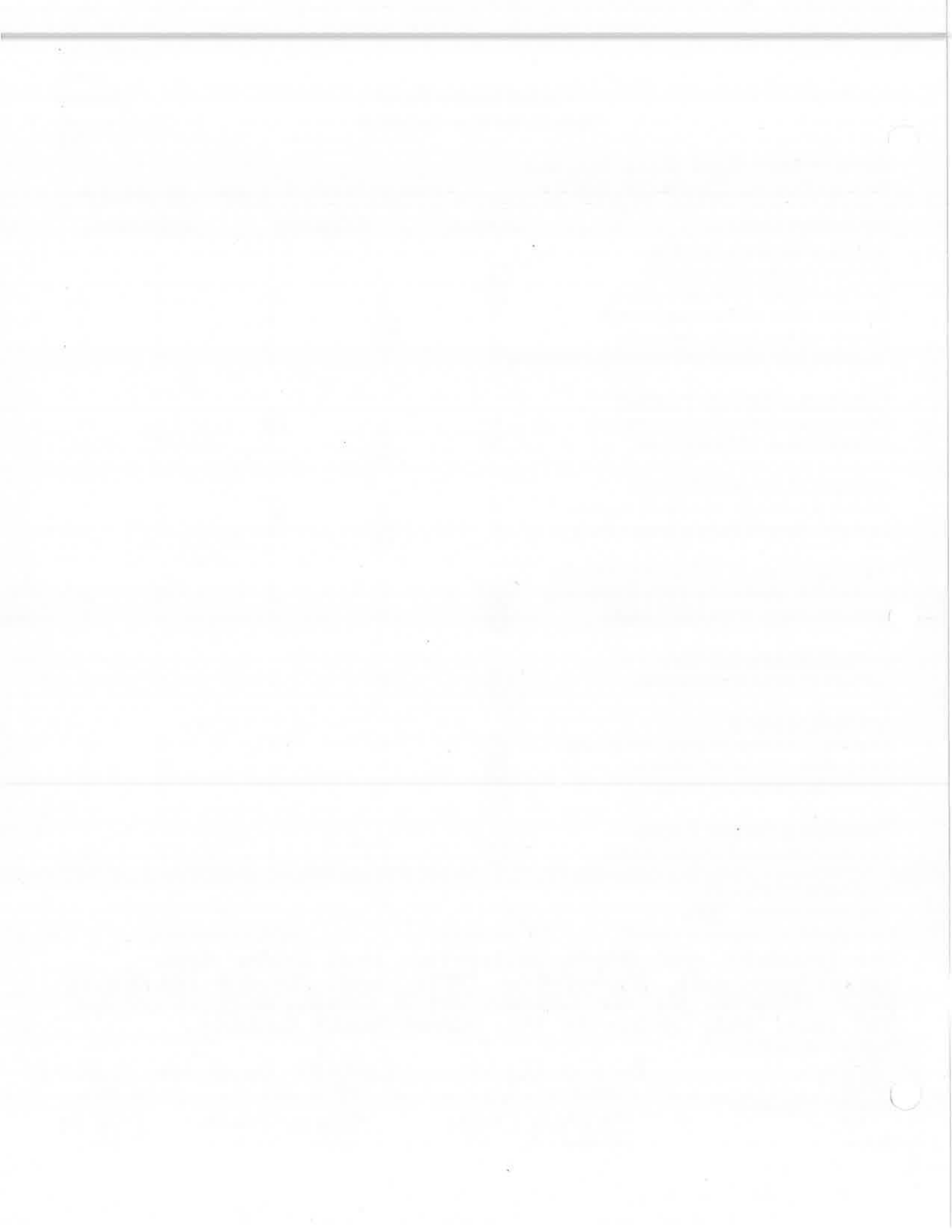
Total Points Earned: 72

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Deliveries and empty pickup has been better after
conversation with Materials at TPH and Redrock. Redrock is
now stopping by our location on a weekly basis. If we are
not here they deliver to the ~~where~~ Facilities Building.

Evaluation completed by:

<u>Blynn</u> Signature	<u>Brana Lynn</u> Printed Name	<u>QA/PI/IC Coordinator</u> Title	<u>1-24-23</u> Date
<u>[Signature]</u> Signature	<u>Courtney Leslie</u> Printed Name	<u>Administrator</u> Title	<u>1-24-23</u> Date



**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Shred-It
Service/s Provided: Document Shredding Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

B. Lynn Briana Lynn QAPI/IC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Cartney Leslie Administrator 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Siemens
Service/s Provided: Fire Alarm Panel Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Briana Lynn QA/PI/IC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Carlynn Lester Administrator 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Steri-Cycle
Service/s Provided: Waste Management Evaluation Period: 7.1.22-12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	③ 2 1
Quality assurance processes in place	⑤ 5	4	3 2 1
QA meets TSC's minimum requirements	5	④ 4	3 2 1
Services are consistently high quality	5	④ 4	3 2 1
Contractor stays current with technology/processes	⑤ 5	4	3 2 1
Timeliness of Services Provided			
Services are provided in a timely manner	5	④ 4	3 2 1
Contractor meets TSC's deadlines	5	④ 4	3 2 1
Accuracy of Services Provided			
Services provided are consistently accurate	5	④ 4	3 2 1
Contractor corrects errors in timely manner	⑤ 5	4	3 2 1
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	⑤ 5	4	3 2 1
Contractor adapts to meet TSC's needs	⑤ 5	4	3 2 1
Competitiveness of Pricing			
Contractor's prices are competitive	⑤ 5	4	3 2 1
Accuracy of Billing			
Contractor's invoices are timely and accurate	⑤ 5	4	3 2 1
Billing errors are promptly corrected	⑤ 5	4	3 2 1
Invoices are detailed and itemized	⑤ 5	4	3 2 1
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	⑤ 5	4	3 2 1

Total Points Possible: 80

Total Points Earned: 73

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Continued issues with inconsistent and/or missed pickups - TSC has very limited storage space for waste.

Evaluation completed by:

Blynn Signature Briana Lynn Printed Name QA/PIIC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Carney Lesic Printed Name Administrator Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Surgical Notes
Service/s Provided: Billing Service Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blynn Britana Lynn QA/PI/IC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

Courtney Leslie Administrative 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Sutter Physics
Service/s Provided: Annual Physics Testing for C-arms Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Still performing physics testing on TSCs mini c-arm & Large C-arm

Evaluation completed by:

Blynn Briana Lynn QAPI/C Coordinator 1.24.23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1.24.23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly

Quarterly
Semi-Annually
PRN

Contractor Name: TFHD - Biomed Dept
 Service/s Provided: Biomed Surg Equip Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	⑤ 4	3	2 1
Quality assurance processes in place	⑤ 4	3	2 1
QA meets TSC's minimum requirements	⑤ 4	3	2 1
Services are consistently high quality	⑤ 4	3	2 1
Contractor stays current with technology/processes	⑤ 4	3	2 1
Timeliness of Services Provided			
Services are provided in a timely manner	⑤ 4	3	2 1
Contractor meets TSC's deadlines	⑤ 4	3	2 1
Accuracy of Services Provided			
Services provided are consistently accurate	⑤ 4	3	2 1
Contractor corrects errors in timely manner	⑤ 4	3	2 1
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	⑤ 4	3	2 1
Contractor adapts to meet TSC's needs	⑤ 4	3	2 1
Competitiveness of Pricing			
Contractor's prices are competitive	⑤ 4	3	2 1
Accuracy of Billing			
Contractor's invoices are timely and accurate	⑤ 4	3	2 1
Billing errors are promptly corrected	⑤ 4	3	2 1
Invoices are detailed and itemized	⑤ 4	3	2 1
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	⑤ 4	3	2 1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bryan Signature Printed Name Briana Lynn Title QAPI/IC Coordinator Date 1-24-23

Evaluation approved by:

[Signature] Signature Printed Name Courtney Leswe Title Administrator Date 1-24-23

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: TFHD Facilities
Service/s Provided: Maintenance + Repair Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
<u>Quality of Services Provided</u>					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
<u>Timeliness of Services Provided</u>					
Services are provided in a timely manner	5	(4)	3	2	1
Contractor meets TSC's deadlines	5	(4)	3	2	1
<u>Accuracy of Services Provided</u>					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
<u>Responsiveness to TSC's Requirements</u>					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
<u>Competitiveness of Pricing</u>					
Contractor's prices are competitive	(5)	4	3	2	1
<u>Accuracy of Billing</u>					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
<u>Protection of Patients' Privacy</u>					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 78

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Improvement in response time for service requests.

Evaluation completed by:

Bryan Briana Lynn QA/PIIC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

[Signature] Ashley Leslie Administrator 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: TFHD - Lab
Service/s Provided: Lab + Pathology Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
Quality of Services Provided			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
Timeliness of Services Provided			
Services are provided in a timely manner	5 ⁵	4	3
Contractor meets TSC's deadlines	5	4	3
Accuracy of Services Provided			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
Responsiveness to TSC's Requirements			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
Competitiveness of Pricing			
Contractor's prices are competitive	5	4	3
Accuracy of Billing			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
Protection of Patients' Privacy			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80
Total Points Earned: 80 (79)

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: COVID Lab results are not sent to us on a consistent basis. We are working with the Lab Director for resolution.

Evaluation completed by:

Blynn Briana Lynn QAPI/IC Coordinator 1-24-23
Signature Printed Name Title Date

Evaluation approved by:

Courtney Leslie Courtney Leslie Administrator 1-24-23
Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: TFHD Materials Management
 Service/s Provided: Supply Ordering Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
<u>Quality of Services Provided</u>			
Services are acceptable in quality	5	4	3
Quality assurance processes in place	5	4	3
QA meets TSC's minimum requirements	5	4	3
Services are consistently high quality	5	4	3
Contractor stays current with technology/processes	5	4	3
<u>Timeliness of Services Provided</u>			
Services are provided in a timely manner	5	4	3
Contractor meets TSC's deadlines	5	4	3
<u>Accuracy of Services Provided</u>			
Services provided are consistently accurate	5	4	3
Contractor corrects errors in timely manner	5	4	3
<u>Responsiveness to TSC's Requirements</u>			
Contractor is responsive to TSC's requirements	5	4	3
Contractor adapts to meet TSC's needs	5	4	3
<u>Competitiveness of Pricing</u>			
Contractor's prices are competitive	5	4	3
<u>Accuracy of Billing</u>			
Contractor's invoices are timely and accurate	5	4	3
Billing errors are promptly corrected	5	4	3
Invoices are detailed and itemized	5	4	3
<u>Protection of Patients' Privacy</u>			
Contractor safeguards patients' privacy	5	4	3

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bryan Signature Briana Lynn Printed Name QAPI/IC Coordinator Title 1-24-23 Date

Evaluation approved by:

Courtney Leslie Signature Courtney Leslie Printed Name Administrator Title 1-24-23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: TFHD Occupational Health
 Services Provided: Staff Physician Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect Immunization & Screening Excellent Satisfactory Unsatisfactory

Quality of Services Provided

Services are acceptable in quality	<u>5</u>	4	3	2	1
Quality assurance processes in place	<u>5</u>	4	3	2	1
QA meets TSC's minimum requirements	<u>5</u>	4	3	2	1
Services are consistently high quality	<u>5</u>	4	3	2	1
Contractor stays current with technology/processes	<u>5</u>	4	3	2	1

Timeliness of Services Provided

Services are provided in a timely manner	<u>5</u>	4	3	2	1
Contractor meets TSC's deadlines	<u>5</u>	4	3	2	1

Accuracy of Services Provided

Services provided are consistently accurate	<u>5</u>	4	3	2	1
Contractor corrects errors in timely manner	<u>5</u>	4	3	2	1

Responsiveness to TSC's Requirements

Contractor is responsive to TSC's requirements	<u>5</u>	4	3	2	1
Contractor adapts to meet TSC's needs	<u>5</u>	4	3	2	1

Competitiveness of Pricing

Contractor's prices are competitive	<u>5</u>	4	3	2	1
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Accuracy of Billing

Contractor's invoices are timely and accurate	<u>5</u>	4	3	2	1
Billing errors are promptly corrected	<u>5</u>	4	3	2	1
Invoices are detailed and itemized	<u>5</u>	4	3	2	1

Protection of Patients' Privacy

Contractor safeguards patients' privacy	<u>5</u>	4	3	2	1
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Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bryn Briana Lynn QAPI/IC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leslie Administrator 1.24.23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: TFHD Radiology Dept
 Service/s Provided: Fluoro checks; Large/mini C-arm operations Evaluation Period: 7.1.23 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
--------------------	-----------	--------------	----------------

Quality of Services Provided

Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4 BL	3	2	1
QA meets TSC's minimum requirements	(5)	4 BL	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1

Timeliness of Services Provided

Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1

Accuracy of Services Provided

Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1

Responsiveness to TSC's Requirements

Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1

Competitiveness of Pricing

Contractor's prices are competitive	(5)	4	3	2	1
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Accuracy of Billing

Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1

Protection of Patients' Privacy

Contractor safeguards patients' privacy	(5)	4	3	2	1
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Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: services meeting facility needs on timeliness. Fluoro checks done every Monday, which is great improvement from last evals.

Evaluation completed by:

Blynn Briana Lynn QAPI/IC Coordinator 1-24-23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Curmayles We Administrator 1-24-23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Total Scope
 Service/s Provided: Arthroscopic Camera + Lens Supply and Repair Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent	Satisfactory	Unsatisfactory
---------------------------	------------------	---------------------	-----------------------

Quality of Services Provided

Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1

Timeliness of Services Provided

Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1

Accuracy of Services Provided

Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1

Responsiveness to TSC's Requirements

Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1

Competitiveness of Pricing

Contractor's prices are competitive	(5)	4	3	2	1
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Accuracy of Billing

Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1

Protection of Patients' Privacy

Contractor safeguards patients' privacy	(5)	4	3	2	1
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Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

	Briana Lynn	QA/PIIC Coordinator	1.24.23
Signature	Printed Name	Title	Date

Evaluation approved by:

	Courtney Leve	Administrator	1-24-23
Signature	Printed Name	Title	Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Trusted Employers
 Service/s Provided: Background Screening Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	5	4	3	2	1
Quality assurance processes in place	5	4	3	2	1
QA meets TSC's minimum requirements	5	4	3	2	1
Services are consistently high quality	5	4	3	2	1
Contractor stays current with technology/processes	5	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	5	4	3	2	1
Contractor meets TSC's deadlines	5	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	5	4	3	2	1
Contractor corrects errors in timely manner	5	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	5	4	3	2	1
Contractor adapts to meet TSC's needs	5	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	5	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	5	4	3	2	1
Billing errors are promptly corrected	5	4	3	2	1
Invoices are detailed and itemized	5	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	5	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blyn Briana Lynn QA/IC Coordinator 1.24.23
 Signature Printed Name Title Date

Evaluation approved by:

[Signature] Courtney Leswe Administrator 1.24.23
 Signature Printed Name Title Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: West Coast X-ray
Service/s Provided: Large C-arm PM Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	5	4	3	2	1
Quality assurance processes in place	5	4	3	2	1
QA meets TSC's minimum requirements	5	4	3	2	1
Services are consistently high quality	5	4	3	2	1
Contractor stays current with technology/processes	5	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	5	4	3	2	1
Contractor meets TSC's deadlines	5	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	5	4	3	2	1
Contractor corrects errors in timely manner	5	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	5	4	3	2	1
Contractor adapts to meet TSC's needs	5	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	5	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	5	4	3	2	1
Billing errors are promptly corrected	5	4	3	2	1
Invoices are detailed and itemized	5	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	5	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Bryan
Signature

Briana Lynn
Printed Name

QA/PIIC Coordinator
Title

1.24.23
Date

Evaluation approved by:

[Signature]
Signature

Courtney Leswe
Printed Name

Administrator
Title

1.24.23
Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: Western Pathology
 Service/s Provided: Lab + Pathology Evaluation Period: 7.1.22 - 12.31.22

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	(5)	4	3	2	1
Quality assurance processes in place	(5)	4	3	2	1
QA meets TSC's minimum requirements	(5)	4	3	2	1
Services are consistently high quality	(5)	4	3	2	1
Contractor stays current with technology/processes	(5)	4	3	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	(5)	4	3	2	1
Contractor meets TSC's deadlines	(5)	4	3	2	1
Accuracy of Services Provided					
Services provided are consistently accurate	(5)	4	3	2	1
Contractor corrects errors in timely manner	(5)	4	3	2	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	(5)	4	3	2	1
Contractor adapts to meet TSC's needs	(5)	4	3	2	1
Competitiveness of Pricing					
Contractor's prices are competitive	(5)	4	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	(5)	4	3	2	1
Billing errors are promptly corrected	(5)	4	3	2	1
Invoices are detailed and itemized	(5)	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	(5)	4	3	2	1

Total Points Possible: 80

Total Points Earned: 80

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: _____

Evaluation completed by:

Blyn Signature Briana Lynn Printed Name QA/PIIC Coordinator Title 1.24.23 Date

Evaluation approved by:

[Signature] Signature Courtney Leske Printed Name Administrative Title 1.24.23 Date

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: EHIM Benefits
 Service/s Provided: TPA - Rx Benefits Evaluation Period: 1-1-23 - 2-21-23

Performance Aspect	Excellent		Satisfactory		Unsatisfactory
Quality of Services Provided					
Services are acceptable in quality	5		3		①
Quality assurance processes in place	5		3		② 1
QA meets TSC's minimum requirements	5		3		② ①
Services are consistently high quality	5		3		② ①
Contractor stays current with technology/processes	5		③ 3		2 1
Timeliness of Services Provided					
Services are provided in a timely manner	5		3		② ①
Contractor meets TSC's deadlines	5		3		② ①
Accuracy of Services Provided					
Services provided are consistently accurate	5		3		② ①
Contractor corrects errors in timely manner	5		3		② 1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	5		3		② 1
Contractor adapts to meet TSC's needs	5		3		② ①
Competitiveness of Pricing					
Contractor's prices are competitive	5		④ 3		2 1
Accuracy of Billing					
Contractor's invoices are timely and accurate	⑤ 5		3		2 1
Billing errors are promptly corrected	⑤ 5		3		2 1
Invoices are detailed and itemized	⑤ 5		3		2 1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	⑤ 5		3		2 1

Total Points Possible: 80

Total Points Earned: 40

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Services have not improved. Staff have not been refunded for out of pocket expenses. EHIM has been contacted several times and no improvements have been made. Pharmacies still cannot process this Rx Benefits correctly. It is time to move on from EHIM.
 Evaluation completed by: our Broker has contacted BsofCA to change plans back to the same platinum plan and remove EHIM altogether

Signature _____ Printed Name _____ Title _____ Date _____
 Evaluation approved by: [Signature] Courtney Leslie Administrator 2-21-23
 Signature _____ Printed Name _____ Title _____ Date _____

**Truckee Surgery Center
Contract Services Evaluation**

Eval Frequency:
Monthly
Quarterly
Semi-Annually
PRN

Contractor Name: 115 Benefits
 Services Provided: TPA - Medical Benefits Evaluation Period: 1-1-2023 - 2-21-2023

Performance Aspect	Excellent	Satisfactory	Unsatisfactory		
Quality of Services Provided					
Services are acceptable in quality	5	4	3	2	①
Quality assurance processes in place	5	4	3	②	1
QA meets TSC's minimum requirements	5	4	3	2	①
Services are consistently high quality	5	4	3	2	①
Contractor stays current with technology/processes	5	4	③	2	1
Timeliness of Services Provided					
Services are provided in a timely manner	5	4	3	2	①
Contractor meets TSC's deadlines	5	4	3	2	①
Accuracy of Services Provided					
Services provided are consistently accurate	5	4	3	②	1
Contractor corrects errors in timely manner	5	4	3	②	1
Responsiveness to TSC's Requirements					
Contractor is responsive to TSC's requirements	5	4	3	②	1
Contractor adapts to meet TSC's needs	5	4	3	2	①
Competitiveness of Pricing					
Contractor's prices are competitive	5	④	3	2	1
Accuracy of Billing					
Contractor's invoices are timely and accurate	⑤	4	3	2	1
Billing errors are promptly corrected	⑤	4	3	2	1
Invoices are detailed and itemized	⑤	4	3	2	1
Protection of Patients' Privacy					
Contractor safeguards patients' privacy	⑤	4	3	2	1

Total Points Possible: 80
 Total Points Earned: 41

Contractor's performance is deemed: Acceptable Not Acceptable (<70)

Notes: Services have not improved. Staff have not seen any
reimbursements for services. 115 has been contacted several times
and no improvements have been made. Physician offices still
cannot process the benefits correctly. It is time to move on from 115.
 Evaluation completed by: our Broker is going to contact BSO of CA to change plans back to
same. The platinum plan and remove 115 all together

Signature: [Signature] Printed Name: Courtney Leslie Title: Administrator Date: 2-21-23
 Evaluation approved by: [Signature] Printed Name: Courtney Leslie Title: Administrator Date: 2-21-23