

BERLIN VISITING NURSE ASSOCIATION

BOARD OF DIRECTORS MEETING

MONDAY 5/12/2021

Administrators Report

1. Census/Referrals: Current Census 58-62. We are seeing fluctuating levels of referrals which is common. Staffing levels are adequate for taking on new admissions with the exception of Speech Therapy (open per diem position). Physical Therapy availability is tight due to newly onboarded staff, vacation time, and a steady increase in requests for PT at home.
2. Staffing: As above staffing levels are adequate. The VNA will be eliminating 1 full time RN position at the end of June which will put an increased demand on the remaining staff and a greater need to monitor intake and census.
3. Quality Program: Agency based Quality Program Committee resumed meetings this month which have been on hold during the pandemic. We meet monthly and collect data regarding compliance with documentation and issues of quality care. Three major initiatives have been identified for this year and they are:
 - Patient Falls
 - Wound Care including new wounds and declining wounds
 - Infection Control
4. Budget for FY 2022 submitted and voted on. The new budget included the elimination of 1 RN position / 1 HHA position / 1 Office Staff position. A consultant has been acquired to discuss possible options to restructure the VNA budget.
5. COVID Update: The majority of staff have been fully vaccinated with some exceptions for personal or medical reasons. We continue to use full PPE when seeing patients for patient and staff protection. Numbers of new case has tapered down somewhat over the past few weeks however we continue to see patient with COVID diagnoses and there continue to be new cases identified.
6. Policies for review and approval: see attached.