

ROCK COUNTY, WISCONSIN



Rock Haven  
P.O. Box 920  
Janesville, Wisconsin 53547-0920  
Phone 608-757-5000  
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**HEALTH SERVICES COMMITTEE**  
**Wednesday, July 10, 2013 at 8a.m.**  
**Rock Haven Administrative Conference Room in the Village Commons**

**AGENDA.**

1. Call to Order/Approval of Agenda
2. Approval of Minutes – June 19, 2013

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3. Introductions, Citizen Participation, Communications and Announcements
4. **Action Item:** Bills
5. **Action Item:** Budget Transfers
6. **Action Item:** Pre-Approved Encumbrances/Encumbrances
7. Old Business:
  - a. Information Item: Survey Update
8. New Business:
  - a. Information Item: Progress of Life Safety Code Survey Tag Correction
  - b. Information Item: Semi-Annual Report - Attendance at Conventions/Conferences
9. Information Item: Reports
  - a. Census
  - b. Activities
    - 1) Senior Management Team
      - a. 2014 Budget Plans
      - b. Survey In-Servicing

- 2) Staff Education for June 2013
  - a. Use of Fire Extinguishers
  - b. Pressure Ulcer
  - c. Accident Prevention
  - d. Survey cites and Corrective Measures
  - e. Procedure for Shopping for Residents

- 3) Resident Council Meeting – Tuesday June 11 at 10:15 am.

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c. Finance – Dave Sudmeier

10. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday, August 14, 2013 in the Administrative Conference Room in the Village Commons.

11. Adjournment

SP/ML

\*Note to Committee Members: To ensure a quorum is present, please call the Administrative Secretary at 757-5076 if you are unable to attend the meeting.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-3250-0000-64904	SUNDRY EXPENSE				
		P1300696	06/13/2013	LIVING DESIGN INC	572.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	2,468.30	572.41	572.41	1,386.88
<b>ROCK HAVEN PROG TOTAL</b>				<b>572.41</b>	
32-7260-7400-62189	OTHER MED SERV				
		P1300699	05/31/2013	MOBILEXUSA	161.31
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,500.00	4,022.41	161.31	161.31	1,154.97
<b>RH CONTRACT SERVICES T-18 PROG TOTAL</b>				<b>161.31</b>	
32-7500-7350-63109	OTHER SUPP/EXP				
		P1300710	06/13/2013	PATTERSON MEDICAL	504.59
		P1301112	06/10/2013	ROCK COUNTY HEALTH CARE CENTE	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	259.65	768.22	604.59	867.54
<b>RH-PROGRAM SERVICE ADMIN. PROG TOTAL</b>				<b>604.59</b>	
32-8000-8100-63100	OFC SUPP & EXP				
		P1300689	06/11/2013	CARSTENS HEALTH INDUSTRIES INC	283.07
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	3,051.22	753.75	283.07	911.96
32-8000-8100-63101	POSTAGE				
		P1300712	06/30/2013	ROCK COUNTY HEALTH CARE CENTE	30.67
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,500.00	1,097.35	62.67	30.67	3,309.31
32-8000-8100-63109	OTHER SUPP/EXP				
		P1300694	06/11/2013	KMART CORP #4255	49.90
		P1300700	06/28/2013	MULLIGANS CELLULAR AND PAGING	78.00
		P1300712	06/24/2013	ROCK COUNTY HEALTH CARE CENTE	55.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	1,467.93	4,599.64	183.31	3,749.12
32-8000-8100-64000	MEDICAL SUPPLIES				
		P1300706	06/12/2013	PATTERSON DENTAL COMPANY	1,127.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125,000.00	69,787.98	51,700.36	1,127.90	2,383.76
<b>SUPPORT SERVICE MATERIALS PROG TOTAL</b>				<b>1,624.95</b>	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-8000-9100-63109	OTHER SUPP/EXP	P1302207	05/31/2013	ECOLAB INC	72.92
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,436.00	11,253.78	3,176.41	72.92	(67.11)
32-8000-9100-64105	GROCERIES	P1300712	06/18/2013	ROCK COUNTY HEALTH CARE CENTE	21.16
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	160,727.00	73,157.42	83,003.57	21.16	4,544.85
<b>SUPPORT SERVICE FOOD SERVICE PROG TOTAL</b>				<b>94.08</b>	
32-8000-9200-62420	MACH & EQUIP RM	P1300208	06/14/2013	BANDT COMMUNICATIONS INC	62.00
		P1302246	06/18/2013	DIRECT SUPPLY EQUIPMENT	132.14
		P1302292	06/25/2013	BASIC AMERICAN MEDICAL PRODUCT	71.13
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,000.00	10,176.35	6,743.10	265.27	7,815.28
32-8000-9200-62460	BLDG SERV R&M	P1302223	06/14/2013	CALLCARE	370.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	800.00	100.00	0.00	370.88	329.12
32-8000-9200-62470	BLDG R & M	P1300217	06/14/2013	FIRST SUPPLY MADISON LLC	80.38
		P1300237	06/11/2013	STATE ELECTRICAL SUPPLY INC	121.68
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	800.00	755.99	202.06	202.06	(360.11)
32-8000-9200-65390	OTHER RENT/LEASE	P1300223	06/13/2013	JACK AND DICKS FEED AND GARDEN	252.35
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	463,046.00	299,381.05	252.35	252.35	163,160.25
<b>SUPPORT SERVICE MAINTENANCE PROG TOTAL</b>				<b>1,090.56</b>	
32-8000-9300-63109	OTHER SUPP/EXP	P1302078	06/11/2013	AMSAN LLC	655.58
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	2,344.07	2,227.03	655.58	773.32
32-8000-9300-63111	PAPER PRODUCTS	P1302078	06/07/2013	AMSAN LLC	2,400.18
		P1302295	06/21/2013	SINCLAIR WORLDWIDE INC	565.60

## COMMITTEE APPROVAL REPORT

07/02/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	16,000.00		6,357.67	3,555.59	2,965.78	3,120.96
32-8000-9300-64409	FURNISHINGS					
		P1300694	06/21/2013	KMART CORP #4255		84.88
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00		184.72	84.88	84.88	2,645.52
<b>SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL</b>					<b>3,706.24</b>	
32-8000-9500-62104	CONSULTING SERV					
		P1302368	05/31/2013	JT AND ASSOCIATES LLC		1,400.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00		0.00	1,399.99	1,400.00	200.01
32-8000-9500-63200	PUBL/SUBCR/DUES					
		P1302383	06/30/2013	LEADINGAGE WISCONSIN		7,055.75
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	12,000.00		2,802.00	2,000.00	7,055.75	142.25
<b>SUPPORT SERVICE ADMINISTRATION PROG TOTAL</b>					<b>8,455.75</b>	
32-9000-9940-61920	PHYSICALS					
		P1300703	05/31/2013	OCCUPATIONAL HEALTH CENTER		272.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00		610.00	272.00	272.00	346.00
<b>GENERAL SERVICE EMP BENEFITS PROG TOTAL</b>					<b>272.00</b>	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$16,581.89**  
Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
B. Bills under \$10,000 to be paid.  
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 10 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**MEMORANDUM**

**To:** Health Services Committee

**From:** Sue Prostko

**Date:** June 28, 2013

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**Re:** Semi-Annual Report - Attendance at Conventions/Conferences

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There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per event, per employee during the period January 1, 2013 through June 28, 2013; and it is not anticipated that there will be any through June 30, 2013.

SLP/MLL

cc Craig Knutson

	PATIENT DAYS			PATIENT DAYS			PATIENT DAYS		
	ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER	
LIMESTONE COURT									
MEDICARE	98	186	-88	-47.31	852	906	-54	-5.96	
TOTAL	98	186	-88	-47.31	852	906	-54	-5.96	
HOSPICE	43	62	-19	-30.65	131	302	-171	-56.62	
TOTAL	43	62	-19	-30.65	131	302	-171	-56.62	
MEDICAL ASSISTANCE	1536	1581	-45	-2.85	7330	7701	-371	-4.82	
TOTAL	1536	1581	-45	-2.85	7330	7701	-371	-4.82	
PRIVATE PAY	190	124	66	53.23	956	604	352	58.28	
TOTAL	190	124	66	53.23	956	604	352	58.28	
TOTAL LIMESTONE COURT	1867	1953	-86	-4.40	9269	9513	-244	-2.56	
SANDSTONE COURT									
MEDICARE	62	217	-155	-71.43	478	1057	-579	-54.78	
TOTAL	62	217	-155	-71.43	478	1057	-579	-54.78	
HOSPICE	62	62			283	302	-19	-6.29	
TOTAL	62	62			283	302	-19	-6.29	
MEDICAL ASSISTANCE	1674	1550	124	8.00	8139	7550	589	7.80	
TOTAL	1674	1550	124	8.00	8139	7550	589	7.80	
PRIVATE PAY	164	124	40	32.26	556	604	-48	-7.95	
TOTAL	164	124	40	32.26	556	604	-48	-7.95	
TOTAL SANDSTONE COURT	1962	1953	9	0.46	9456	9513	-57	-0.60	



2013 PATIENT DAYS FOR ROCK COUNTY HEALTH CARE CENTER

		PATIENT DAYS			OVER/ -UNDER	% OVER/ -UNDER	PATIENT DAYS			OVER/ -UNDER	% OVER/ -UNDER
		ACTUAL MTD	BUDGET MTD	BUDGET YTD			ACTUAL YTD	BUDGET YTD	BUDGET YTD		
TOTAL ROCK HAVEN	MEDICARE	SNF	160	403	-243	-60.30	1330	1963	-633	-32.25	
	TOTAL		160	403	-243	-60.30	1330	1963	-633	-32.25	
	HOSPICE	SNF	105	124	-19	-15.32	414	604	-190	-31.46	
	TOTAL		105	124	-19	-15.32	414	604	-190	-31.46	
	MEDICAL ASSISTANCE	SNF	3210	3131	79	2.52	15469	15251	218	1.43	
	TOTAL		3210	3131	79	2.52	15469	15251	218	1.43	
	PRIVATE PAY	SNF	354	248	106	42.74	1512	1208	304	25.17	
	TOTAL		354	248	106	42.74	1512	1208	304	25.17	
TOTAL ROCK HAVEN			3829	3906	-77	-1.97	18725	19026	-301	-1.58	

	AVERAGE DAILY PATIENTS			AVERAGE DAILY PATIENTS		
	ACTUAL	BUDGET	% OVER/ -UNDER	ACTUAL	BUDGET	% OVER/ -UNDER
LIMESTONE COURT						
MEDICARE						
SNF	3.16	6.00	-2.84	5.64	6.00	-0.36
TOTAL	3.16	6.00	-2.84	5.64	6.00	-0.36
SNF	1.39	2.00	-0.61	0.87	2.00	-1.13
TOTAL	1.39	2.00	-0.61	0.87	2.00	-1.13
MEDICAL ASSISTANCE						
SNF	49.55	51.00	-1.45	48.54	51.00	-2.46
TOTAL	49.55	51.00	-1.45	48.54	51.00	-2.46
PRIVATE PAY						
SNF	6.13	4.00	2.13	6.33	4.00	2.33
TOTAL	6.13	4.00	2.13	6.33	4.00	2.33
TOTAL LIMESTONE COURT	60.23	63.00	-2.77	61.38	63.00	-1.62
SANDSTONE COURT						
MEDICARE						
SNF	2.00	7.00	-5.00	3.17	7.00	-3.83
TOTAL	2.00	7.00	-5.00	3.17	7.00	-3.83
HOSPICE						
SNF	2.00	2.00		1.87	2.00	-0.13
TOTAL	2.00	2.00		1.87	2.00	-0.13
MEDICAL ASSISTANCE						
SNF	54.00	50.00	4.00	53.90	50.00	3.90
TOTAL	54.00	50.00	4.00	53.90	50.00	3.90
PRIVATE PAY						
SNF	5.29	4.00	1.29	3.68	4.00	-0.32
TOTAL	5.29	4.00	1.29	3.68	4.00	-0.32
TOTAL SANDSTONE COURT	63.29	63.00	0.29	62.62	63.00	-0.38

May 2013

2013 PATIENT DAYS FOR ROCK COUNTY HEALTH CARE CENTER

		AVERAGE DAILY PATIENTS				AVERAGE DAILY PATIENTS				
		ACTUAL MTD	BUDGET MTD	OVER/UNDER	% OVER/UNDER	ACTUAL YTD	BUDGET YTD	OVER/UNDER	% OVER/UNDER	
TOTAL ROCK HAVEN	MEDICARE	SNF	5.16	13.00	-7.84	-60.30	8.81	13.00	-4.19	-32.25
		TOTAL	5.16	13.00	-7.84	-60.30	8.81	13.00	-4.19	-32.25
	HOSPICE	SNF	3.39	4.00	-0.61	-15.32	2.74	4.00	-1.26	-31.46
		TOTAL	3.39	4.00	-0.61	-15.32	2.74	4.00	-1.26	-31.46
	MEDICAL ASSISTANCE	SNF	103.55	101.00	2.55	2.52	102.44	101.00	1.44	1.43
		TOTAL	103.55	101.00	2.55	2.52	102.44	101.00	1.44	1.43
	PRIVATE PAY	SNF	11.42	8.00	3.42	42.74	10.01	8.00	2.01	25.17
		TOTAL	11.42	8.00	3.42	42.74	10.01	8.00	2.01	25.17
TOTAL ROCK HAVEN			123.52	126.00	-2.48	-1.97	124.01	126.00	-1.99	-1.58

# Rock Haven Admissions/Discharges/Census - 2013

ADMISSIONS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	3	4	4	6	17
February	3	3	2	1	9
March	4	9	1	4	18
April	4	3	1	2	10
May	0	0	0	0	0
June	2	5	2	2	11
July	3	3	5	2	13
August	1	7	1	0	9
September	4	5	1	2	12
October	3	7	1	3	14
November	2	4	3	3	12
December	3	2	3	1	9
<b>Total</b>	<b>32</b>	<b>52</b>	<b>24</b>	<b>26</b>	<b>134</b>

1/31/2013  
2/28/2013  
3/31/2013  
4/30/2013  
5/31/2013  
6/30/2012  
7/31/2012  
8/31/2012  
9/30/2012  
10/31/2012  
11/30/2012  
12/31/2012

DISCHARGES/DEATHS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	3	2	5	2	12
February	3	4	0	1	8
March	5	6	2	5	18
April	3	3	0	0	6
May	0	0	0	0	0
June	1	7	3	5	16
July	3	3	2	3	11
August	2	6	2	6	16
September	4	5	2	1	12
October	4	5	3	4	16
November	2	3	1	1	7
December	4	4	4	5	17
<b>Total</b>	<b>34</b>	<b>48</b>	<b>24</b>	<b>33</b>	<b>139</b>

1/31/2013  
2/28/2013  
3/31/2013  
4/30/2013  
5/31/2013  
6/30/2012  
7/31/2012  
8/31/2012  
9/30/2012  
10/31/2012  
11/30/2012  
12/31/2012

CENSUS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	31	32	30	31	124
February	31	31	32	31	125
March	32	31	31	29	123
April	31	31	32	31	125
May	0	0	0	0	0
June	32	28	32	31	123
July	32	30	32	31	125
August	30	31	31	31	123
September	31	30	31	31	123
October	32	29	30	30	121
November	32	31	32	32	127
December	30	31	31	27	119
<b>Budget</b>	<b>32</b>	<b>31</b>	<b>32</b>	<b>31</b>	<b>126</b>
<b>Capacity*</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>128</b>

1/31/2013  
2/28/2013  
3/31/2013  
4/30/2013  
5/31/2013  
6/30/2012  
7/31/2012  
8/31/2012  
9/30/2012  
10/31/2012  
11/30/2012  
12/31/2012

\*Downsize from 130 to 128 occurred 10/1/2012