

# Health Care for the Homeless Co-Applicant Governing Board



**WEDNESDAY, APRIL 18, 2018**

**11:00-12:30PM**

**2500 BATES AVENUE**

**SUITE B**

**CONCORD, CA**

**ZION CONFERENCE ROOM**



# Health Care for the Homeless Co-Applicant Governing Board



**WELCOME**

**BOARD MEMBER & PUBLIC  
ATTENDEE INTRODUCTIONS**



# Health Care for the Homeless Co-Applicant Governing Board



**ACTION ITEM:**  
REQUEST FOR APPROVAL

**MARCH HCH CO-APPLICANT BOARD  
MEETING MINUTES**



# Health Care for the Homeless Co-Applicant Governing Board



*UPDATE:*

## **HCH 2018-2019 PROGRAM GOALS**

**RACHAEL BIRCH, HCH PROJECT DIRECTOR**

# Health Care for the Homeless Co-Applicant Governing Board



## **HRSA OFFICIAL SITE VISIT PREP**

**LINAE YOUNG, HCH PLANNING & POLICY  
MANAGER**



# What is an Official Site Visit (OSV)?



- Purpose is to assess and verify a health center's compliance with requirement of the Health Center Program as defined in law (section 330) and regulations.
- Requirements are defined in the “Health Center Program Compliance Manual”
- Conducted at least once during the project period, generally 18 months into a typical three-year period

# How it is conducted?



- **2 1/2 day site visit by team of 3 consultants: administration/governance, clinical and fiscal. As well as a HRSA project officer.**
- **Team uses a Site Visit Protocol which is aligned with the Compliance Manual to answer MANY questions.**
- **Team gives a verbal report at Exit. HRSA makes final determination on compliance and issues in a written report. Findings of non-compliance result in grant condition**

# Board Authority Requirements



## HCH Board must:

- Have a written co-applicant agreement between the co-applicant Board and the public agency which serves as the grantee.
- Develop bylaws. Compliance Manual (p.73) defines elements that Bylaws or other documents must address.
- Ensure health center compliance with applicable Federal, State, and local laws and regulations.
- Hold monthly meetings and record in meeting minutes the board's attendance, key actions and decisions.
- Approve the selection and termination/dismissal of the health center's Project Director (01/2017); evaluate performance (03/2018).



# Board Authority Requirements Continued...



- **Establish & adopt policies and update these when needed:**
  - Sliding Fee Discount Program (SFDP) including nominal charges (CCHS HCH has no nominal charges)
  - Quality Assurance and Improvement Policy
  - Billing and collections – refusal to pay policy (SFDP policy, screening/eligibility for coverage and SFDP, Item 11)
  
- **Adopt health center policies**
  
- **Review and approve the annual health center program budget and grant applications related to health center project (10/2017b, 07/2017g)**

# Board Authority Requirements Continued...



- Provide direction for long term planning (strategic plan every 3 years)
- Evaluate the performance of the health center based on QI and other information assessed.
- Ensure the program has a process for hearing and resolving patient grievances.

# Board Composition Requirements



- At least 9 members no more than 25
- Non-patient Board members who are representative of the communities served and are selected for their expertise in relevant subject areas.
- A Board member may not be an employee of the center or spouse, child, parent, brother or sister by blood, marriage or adoption of an employee. *This is verified periodically by the Board. For Public Centers (CCHS HCH) the restriction applies to the component of the public agency that is implementing the health center program.*

# HCH Program & Community Updates



- **HRSA Site Visit May 8<sup>th</sup> -10<sup>th</sup>!!!!**
- **The Central County CARE Center in Walnut Creek** has relocated to 1271 South California Boulevard in Walnut Creek.
- **The West County CARE Center** has moved from San Pablo to Richmond and is now housed at **GRIP at 165 22nd Street in Richmond**. The former CARE Center site at 1515 Market Street in San Pablo will exclusively offer Alcohol and Other Drugs services and no longer operate as a CARE Center for drop-in homeless services.



# Future Items to Discuss



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

# HCH Co-Applicant Governing Board



## Next Meeting

Wednesday, May 16, 2018

11:00 – 12:30pm

**2500 Bates Avenue**  
**Zion Conference Room**

