**COLUMBIA COUNTY COMMUNITY HEALTHCARE CONSORTIUM, INC.**

**MEETING NOTES**

|  |  |
| --- | --- |
| **Committee: Corporate Compliance** | **Date: March 2, 2022** |
| **Board Members Attending: Art Proper, Theresa Lux, Dorothy Urschel, Dan Almasi** | **Board Members Absent: None** |
| **Staff Members Attending: Claire Parde and Lisa Thomas** | |

|  |  |
| --- | --- |
| **TOPIC DISCUSSED** | **DISCUSSION SUMMARY** |
| Inappropriate Receipt of Confidential Information | There have been five (5) instances since the last meeting when the Consortium has received confidential information that was improperly sent to us. In each instance, the agencies that had incorrectly transmitted the information were notified, the documents were destroyed, and the log was updated. |
| Breaches of Confidential Information | There have been no breaches of confidential information by the Healthcare Consortium. |
| Medicaid Exclusions | The Office Manager performs Medicaid Exclusion checks for staff and Board members on a monthly basis. No person who has been scrutinized in this way has been found to have a history of Medicaid fraud. |
| Annual Corporate Compliance Training and Completion of Disclosure of Financial Interests Form | The Committee reviewed the annual training slides for the Board, the new Disclosure of Financial Interests Form, and the annual memo that is issued to staff. Recommendations for changes: add a slide on updates to the Whistleblower Policy; make the Disclosure of Financial Interests Form fillable and see if a drop-in signature is possible; strengthen the last paragraph of the staff memo to include updates on the Whistleblower Policy. Lisa will make these changes. Following the training at the Board meeting on Wednesday, April 6, Lisa will send out all necessary documents and forms to Board members via email. |
| Action Item | Claire will send out the 2022 meeting calendar to the group. |
| Next Meeting | The next meeting will be on **Wednesday, May 4, 2022 at 10:00 a.m.**, at which time the Committee will review the completed Disclosure of Financial Forms. |