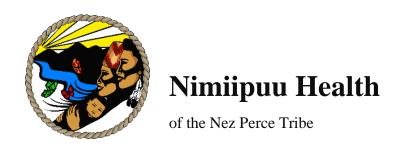


Nimiipuu Health

GENERAL COUNCIL REPORT





tá'c léeheyn Nez Perce Tribal Members and Guests:

On behalf of Nimiipuu Health (NMPH), I would like to welcome and thank you for attending the 2023 Spring General Council. For those that cannot attend in person, our report is available electronically on the Nimiipuu Health website. NMPH has formally rolled out our new website, please visit and navigate the new site at your leisure and let us know if improvements can be made, we welcome suggestions and solutions. We have shared the new website on all our social media platforms (Facebook and Instagram at Nimiipuu Health). We are currently working on a list of email addresses of current active patients that do not wish to participate with social media platforms. I look forward to sharing meaningful information within our booklet as well as in person during the NMPH Report at the 2023 Spring General Council.

Nimiipuu Health is making progress with structural development. We recently had a groundbreaking ceremony for our Assisted Living Facility (ALF) on April 20, 2023. We were able to get a one million dollar grant from USDA Rural Development, U.S. Department of Agriculture with the State of Idaho, the funding will assist with the building construction, and within the ALF building we will be adding a two room wing as COVID-19 Pandemic response, for separation of patients impacted by COVID-19 or when isolation is necessary.

Nimiipuu Health would like to take the time to thank the Nez Perce Tribe – Executive Direction Department, and the Nez Perce Tribal Enterprises Executive Office staff for their help during the ALF groundbreaking, we really appreciate the staff designated to help with setup, take down, refreshment coordination, and the planning of the details to make the event well organized and successful. Several Nimiipuu Health staff provide direct care for patients, which does not allow us to pull staff from direct patient care.

Our Nimiipuu Health team is growing, and we are expanding with programs and staff. We have new staff in the Medical, Pharmacy, and Environmental Services. Employees are completing higher education goals and are happy to serve the Nimiipuu Health patient population, we have staff enrolled in certification programs and we have recently hired another Nez Perce tribal member – Pete Cunningham, Certified Physician Assistant (PA-C). He is a Lapwai High School Alumni and grew up here on the Nez Perce reservation. We continue to work with the Executive Team of the other tribal entities, we meet twice a month to discuss the workflows of our departments, current projects, and evaluate internal processes to make services better for the tribal membership and patients of Nimiipuu Health.

We are currently in our FY2022 Financial Audit process, we hope to have no significant findings, if we do, we will address them promptly. We have a history of seven consecutive years of financial audits with no significant findings. As a reminder, in March 2022 we had our required Accreditation Association for Ambulatory Health Care, Inc (AAAHC) review, we successfully demonstrated our substantial compliance with AAAHC Standards. The AAAHC Accreditation Committee continues to recommend Nimiipuu Health for a full accreditation term, beginning March 1, 2022 and ending March 31, 2025. We will be initiating some in depth critical Quality Improvement Projects this year, and we will be requesting Nimiipuu Health patient cooperation. This will allow us to provide a thorough evaluation and define the expectations of care.

NMPH recently conducted the patient satisfaction survey and shared the results with the Managers. A follow-up was shared informing the Managers of the overall comments documented specific to each department. If any issues were identified, Managers were requested to address them and note how to improve the current services. We also utilized the patient comments, identifying any that shared a common theme of concern by patients.

NMPH has recently reinstated our Utilization Review Committee (URC) which was utilized when we had priority one and priority two cases. After participating in a few Circle of Elders meetings, and hosting the first set of round table discussions in the three communities this past quarter, we have identified the need to provide some education to our patients of what Direct Care only receives to being Purchased/Referred Care (PRC) eligible. Also, to share with our tribal membership that any individual who is a decedent of a federally recognized tribe is eligible for Direct Care only. This is where the newsletter is important to relay information and share public events with those that do not use our social media platforms. So please complete a survey at the Nimiipuu Health booth to provide your email information, and/or mailing address for hardcopy items.

I had hoped for our Nimiipuu Health Strategic Plan to be updated for Spring 2023, however with NPTEC having work sessions for their strategic plan, we need to add items to our list to fulfill their goals and objectives within our role and responsibility.

Again, thank you for the continued support and I look forward hearing recommendations of how we can improve.

Kind Regards,

Roberta José-Bisbee

Nimiipuu Health Executive Director

robertab@nimiipuu.org

(208) 843-2271 ext. 2943



Loretta Penney Nimiipuu Health Executive Assistant lorettap@nimiipuu.org (208) 843-2271 ext.2842 (208) 843-2102



Table of Contents

Actions Approved by The Nez Perce Tribal Executive Committee	5
All-Staff Memorandum Correspondence from NMPH Executive Director	6
Meetings/Trainings	6
Medical	7
Optometry	9
Information Technology	11
Community Health	12
Laboratory/X-ray	14
Purchased/Referred Care	15
Quality Improvement/ Risk Management	17
Human Resources	18
Business Office/Medical Records/Benefits Coordination	19
Dental	22
Behavioral Health	23
Facilities	24
Pharmacy	25
Communications	27
Finance	28

Actions Approved by The Nez Perce Tribal Executive Committee October 2022- April 2023

Budget & Finance Sub-Committee

Chairman – Quintin Ellenwood, Vice Chairman - Liz Arthur-Attao

Members -Rachel Edwards, Ryan Oatman, Tonia Garcia, Shirley Allman, Shannon Wheeler

October 2022

J & J Painting Services, LLC Proposal

November 2022

NMPH Christmas Bonus for NMPH Employees

Increase Direct Contract Support Cost Budget in the amount of \$50,000.

NMPH Financials for month ending October 2022

Definitive Landscaping & Concrete Contract for snow removal & sanding

Direct Contract Support Cost Policy approval

December 2022

HRSA Rural Opioid Overdose Response Grant application in amount of \$298,518.

January 2023

NMPH Financial for month ending November 2022

Indian Health Service Special Diabetes Program for Indian 5-year grant in amount of \$250,658.00 per year

March 2023

FY 2023 Funding for Maintenance & Improvement in amount of \$255,545.00.

NMPH Financials for month ending December 2022

April 2023

NMPH Financials for month of January 2023

Contract Amendment with Great Floors Commercial Sales in the amount of 44,024.83.

Human Resources Sub-Committee

Chairman – Rachel P. Edwards, Vice Chairman – Ryan Oatman

Members – Liz Arthur-Attao, Mary Jane Miles, Quintin Ellenwood, Shirley J. Allman, Tonia Garcia

October 2022

Appointment and Privileges for Tyler Cowart, Pharmacist

Reappointment and Privileges for Kiara Garcia, Licensed Master Social Worker

December 2022

Appointment with scope of practice for Jennifer Leonard, Pharmacist

Reappointment with scope of practice for Sally Springs, Massage Therapist

Appointment and Privileges for Charles Patterson, Dentist

Appointment and Privileges for Meridith Musgrove, Doctor of Optometry

Your Health Idaho Contract approval January 2023-December 2023

Support Letter for Incorporating Portland Area CHAP Certification Board (PACCB) into the

Programs, Functions, Services, and Activities in NPAIHB's ISDEAA Contract.

January 2023

Professional Service Agreement with Jennifer Leonard, Pharmacist

February 2023

MOU with Lewis-Clark State College to provide internship for LSCS students

Reappointment and privileges for Edward Smith, Physician

March 2023

Professional Service Agreement for Peter Cunningham, Physician Assistant **April 2023**

Appointment and Privileges for Peter Cunningham, Physician Assistant

All-Staff Memorandum Correspondence from NMPH Executive Director

October 2022

Notification of HRM revisions to section 6.4 PTO and 6.8 Sick Leave

New NMPH Badge Policy

Authorization of Administrative Leave (7 hours) for Men's Wellness Day

November 2022

Authorized Admin Leave (1 Hour) to vote on Election Day

Notification of an All-Staff Meeting and closure for November 30, 2022.

Christmas Bonus approved by NPTEC

Authorized Admin Leave (8 Hours) in lieu of NMPH Christmas Party

December 2022

2023 Holiday/Memorial Observance Days

February 2022

Authorized Admin Leave (4 Hours) Valentine Luncheon for Tribal Elders (16-hour limit)

Winter Weather Advisory

March 2023

Round Robin Community Meetings for Kamiah, Lapwai and Orofino

Authorized Admin Leave (8 Hours) for Women's Wellness Day (16-hour limit)

April 2023

Reminder of Section 2.13 Dress Code

Authorized Admin Leave to attend the Spring General Council (16-Hours)

Meetings/Trainings

November 2022

LGBTQA Training by U of I Presenter Julia Keleher

According to Coyote Performance by Spokane Ensemble Theater

December 2022

CPR Drill - Kamiah 12/21/2022

CPR Drill – Lapwai 12/22/2022

Next Scheduled Trainings – May 2023

March 2023

Round Robin Community Meetings Lapwai & Orofino

April 2023

Round Robin Community Meeting Kamiah

Medical

Contact: Lapwai: (208) 843-2271 Kamiah: (208) 935-0733

Department Staff:

R. Kim Hartwig, MD Sally Springs, MT Rhonda Blegan, NA-C Saker Medavarapu, PT Deborah Everett, NA-C Miles Robinson, DNP, FNP-C Edward Smith, MD Rebecca Kelly, BSN Alianna Cash, MS Danae Vu, MD Deborah VenHuizen, RN Marissa Verduci, BA Dustin Worth, DO Becky Jones, RN Nikki Davis, PCC Aurora Horstkamp, MD Deborah Jackson, RN Mildred Penney, PCC John Horstkamp, MD Julie Saunders, RN Gail Jackson, PCC Brenda Sellner, FNP-C Gary Payton, RN Natasha Weaskus, PCC Peter Cunningham, PA-C Alishia West, RN Joanne Bohanan, PCC Brad Capawana, DPM Melissa Berry, MA-C Brandy Blackeagle, PCC Chad Lewis, PMHNP Noel Zierlein, NA-C Tina Holt, Contact Tracer

Program Purpose/Overview:

The Medical Department strives to provide quality healthcare in a culturally sensitive and confidential environment. Our Nimiipuu people deserve the highest quality of healthcare, and our Medical Department endeavors to provide this. As we transition out of the COVID-19 pandemic, we are now able to focus and refocus on new aspects for improving patient care.

What We Do/Current Projects:

In September 2022, Nimiipuu Health was awarded 1 of 4 national IHS grants for Alzheimer's care. With this grant, we are developing a comprehensive memory program to expand community awareness for education, resources and care plans for dementia patients and their families. We are currently recruiting a Memory Program Coordinator and Memory Program Assistant to oversee this project's development. We have an obligation to share our developments to improve dementia care in all Indian Country, which is a tremendous privilege. This project is very timely as we begin to construct our Assisted-Living Facility (ALF) for our people.

This year we welcomed Peter Cunningham, PA-C, Nez Perce Tribal member, and Noel Zierlein, NA-C to our Medical team. Mr. Cunningham completed his clinical rotation with Nimiipuu Health in 2022 during his education as MEDEX through the University of Washington and has returned home to serve patients as a Mid-Level Provider. Mrs. Zierlein was previously a member of the Kamiah medical staff and has recently joined the Lapwai Medical staff to assist with patient care.

Renovations to the Medical department are nearing completion as new paint and flooring has been installed in all exam rooms and throughout our facilities.

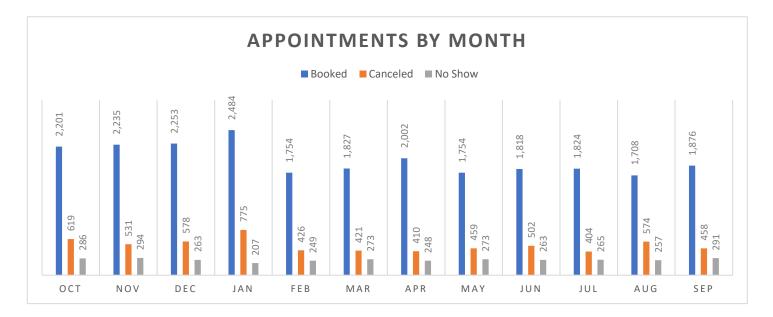
Collaborations with our local, state, regional and national partners continue in a myriad of realms including COVID-19 with Northwest Portland Area Indian Health Board (NPAIHB) and Idaho Office of Emergency Management (IOEM), Idaho Academy of Family Physicians on diversity and inclusion, public health concerns with STIs, policy updates, to name a few. We also take part in the Nez Perce Tribe's Multidisciplinary Team, planning for the Nez Perce Tribe Corrections facility, Nez Perce Tribe Vocational Rehabilitation program for training for various positions in NMPH, and planning for our ALF. These are some of our partnerships and projects, but this is not an exhaustive list.

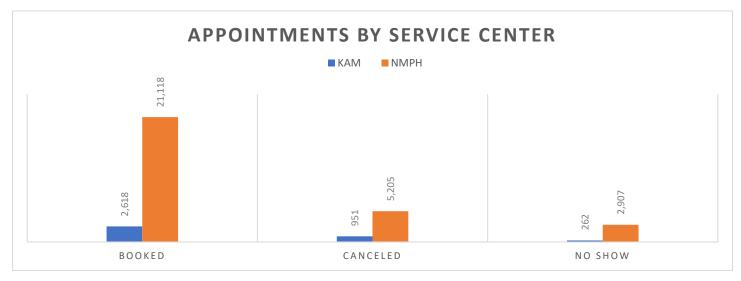
Planned Activities/Future Projects

- 2023 Innovative Readiness Training (IRT) in coordination with the United States National Guard
 Will include diabetic care, asthma, cardiovascular exams, Department of Transportation physicals, Sports Physicals, dental care, optometric care/screening and immunizations.
- Ordering new fitness equipment for the Nimiipuu Health Wellness Center, Lapwai High School weight room and our soon-to-be fitness center in Kamiah with our Special Diabetes Program for Indians (SDPI) funds. This investment will assist in working on diabetes prevention in our communities.
- Development of the comprehensive Memory Program will begin as soon as staff are brought on board.
- A clinical pharmacist will be on the medical floor to assist with medication reconciliation, allergy review, clinical considerations for monitoring medications and for assistance in coordinating refills to eliminate multiple visits to the pharmacist for refills.
- A comprehensive weight loss program is in development, and we are excited to offer this to our communities for global risk reduction for several health conditions.

Accomplishments:

• Miles Robinson, DNP, FNP, received his doctorate in nursing practice (DNP) in February 2023.





Optometry

Contact: Optometry Direct Line: (208) 621-4965

Department Staff:

Dr. Ileen Huh, O.D., Supervising Optometrist Lydia Munoz, Optician/Ophthalmic Technician Daniel Vantrease, Optician/Ophthalmic Technician Vacant, Optician/Ophthalmic Technician

Program Purpose/Overview:

Our goal is to enhance and preserve the gift of vision for Nimiipuu by providing accessible, safe, and high-quality eye care service, optical service, and patient education.

What we do/Current Projects:

Services Provided:

- Comprehensive eye exam for all ages (including young children under school age)
- Eye disease management, not limited to cataracts, glaucoma, macular degeneration, dry eyes, uveitis. amblyopia, strabismus, and other binocular vision issues
- Glasses ordering, fitting, adjusting and repairs
 - Over 250 frames on in house display and continuously being updated

Urgent/Walk-In eye exams, not limited to:

- Red/Painful eye
- Sudden vision change
- Foreign Body
- Flashes/Floaters
- Trauma

Planned Activities/Future Projects:

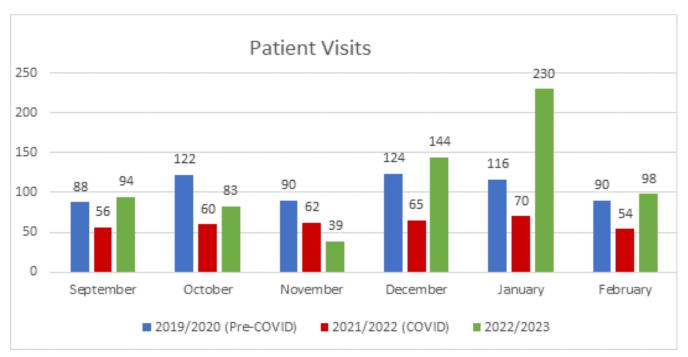
- Vacant position hiring
- Training new positions and subsequent referral site observations within the next 12 months

Accomplishments and activities:

- Dr. Meridith Musgrove saw patients in December and January and saw over 200 patients and Optometry was able to catch up on recalls.
- Optometry photo contest winners for optical display area (Rhea Cree, Lori Picard, Elizabeth Murillo and Anthony Smith) were announced on 09/14/2022 and each received \$75 gift card per photo. Photos can be seen on display in the Optometry Department.
- Completion of furnishing new exam lanes: March 2023
- Doctor's office space furnished: (12/2022). We have desks in the office now!

Accomplishments and activities(continued)

- At spring GC 2022, NMPH Optometry's goal was to increase the patient volume to pre-COVID state by December 2022. Over 50 more patients seen in the same period this past year compared to pre-COVID!
 - O November 2022: Dr. Huh was out of the office on approved leave for the first 2 weeks. Also, 2 regular Opticians were out sick missing combined total of 15 days of work.



- Acquisition of Virtual Field device (05/2022)
 - Used for Glaucoma/glaucoma suspects, patients with Macular Degeneration or patients with long term Plaquenil intake
 - Started using the device in-house right away. And have run 74 tests since
 - Reduced PRC spending and patient travel to outside clinic
 - Increased NMPH revenue



Future Goals:

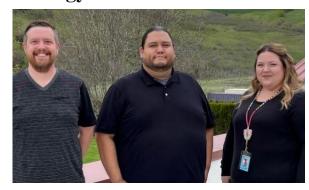
- 1. Obtaining equipment such as a retinal camera, anterior segment camera, visual field machine, and running water in each examination room to aid in providing sufficient and convenient care for Nimiipuu Health patients and reduce the need for outside referrals.
- 2. Giving employees the opportunity to earn their certification and expand their knowledge in the medical field so that we may best serve Nimiipuu Health patients.
- 3. Long term (5 year) stronger pediatric population outreach for earlier refractive error detection and future generation ocular health care, beginning with re-participation in Head Start vision screening and starting school screening.

Information Technology

Contact: (208)-843-2271 ext.3225

Department Staff:

James Penney, IT Manager Nick Keller, System Administrator Amanda Calkins, Clinical Applications Coordinator



Program Purpose/Overview:

The Information Technology department is a high-performance team providing technology support that advances efficiency, communication, and patient care in alignment with the Nimiipuu mission statement.

What We Do/Current Projects:

We always strive to future proof our systems and network to stay current with technology standards. We provide effective technological support for audio/visual, computer, multimedia, voice, video, web-based applications, and services to all areas of Nimiipuu Health. We are responsible for a broad range of activities surrounding the implementation of a comprehensive, standardized integrated health care information system.

Planned Activities/Future Projects

New Help Desk system – We are planning to replace our current help desk software, that we utilize for internal help tickets, with a new more modern system.

Conference Room Audio/Visual Equipment – We are upgrading all Nimiipuu Health conference room software to work with Teams/Zoom/Webex.

Phone System – We plan to explore options for a new phone system that will integrate into the new Assisted Living Facility building.

Cable Management – We will explore vendors to assist with server room cable management. This will allow us to have a more organized server room, which will also improve sufficiency.

Accomplishments:

UPS battery backup project complete. We have upgraded our battery backup system for our network and completed server room maintenance.

Community Health

Contact: Community Health Direct Line: (208) 843-9375 Kamiah (208) 935-0733

Department Staff:

Leslie Smith, Lead Public Health Nurse Crissy Garcia, School Health Specialist

(PHN) Larry Greene, Transportation Aide

Jackienna Hopkins, PHN Mike Delorme, Transportation Aide – (As Needed)

Robin Brashear, PHN (As needed) Emilie Guzman, CHR Alishia West, MCH, RN Jessica Ford, CHR

Tami Wolfe, PHN (Kamiah) Renee Stanton, CHR (Kamiah)

Susie Ellenwood, (LPN) (As Needed) Tina Zinn, Transportation Aide (Kamiah)

Julie Keller, Registered Dietician (RDN)

Valerie Albert, Nutrition Aide

Lalonni Burke, Receptionist

(Vacant) Employee Health, PHN

Program Purpose/Overview:

The purpose of the Community Health Department (CHD) is to provide disease prevention and health maintenance activities and education to support the Nez Perce Tribal Community. Our department provides nursing assessments and case management, assistance with medication management, vaccines, transportation, education concerning diet, exercise, diabetes, WIC services, car seat education and installation, smoking cessation, asthma education, sexual health and healthy relationships, pre-natal and postpartum education. We also provide infection control and employee health for the clinic.

Accomplishments:

The Public Health Nurse (PHN) Department continued to provide COVID vaccines and documented all vaccines in VAMS (Vaccine Management System), with CHR assisting to enter all the data into the electronic health record. Mass vaccination clinics were held in October where the COVID booster and flu vaccines were administered for adults and children in Lapwai and Kamiah. We continue to provide the COVID Vaccine booster Monday and Friday on request (you must have the first 2 vaccines to get this booster). Kamiah Transportation Aide Tina Zinn, Emilie Guzman, and Jessica Ford Lapwai CHRs are taking Certified Nurse's Assistant training through LCSC. Lalonni Burke is taking Community Health Workers Course through Idaho State University to earn her Community Health Representative Certification. Greatly increased dietician visits related to Freestyle Libre 2 starts.

The PHN Department continued to provide COVID vaccines and documented all vaccines in VAMS (Vaccine Management System), with CHR assisting to enter all the data into the electronic health record. Mass vaccination clinics were held in October where the COVID booster and flu vaccines were administered for adults and children in Lapwai and Kamiah. We continue to provide the COVID Vaccine booster M and F on request (you must have the first 2 vaccines to get this booster). Kamiah Transportation Aide Tina Zinn, Emilie Guzman, and Jessica Ford Lapwai CHRs are taking Certified Nurse's Assistant training through LCSC. Lalonni burke is taking Community Health Workers Course through Idaho State University. Greatly increased dietician visits related to Freestyle Libre 2 starts.

Activities:

The Community Health Department held the Men's Wellness Conference in October 2022. CHR Jessica Ford, PHN Jackienna Hopkins and LCSC students held breast cancer awareness activities in October with an information booth and mini health fair during the mammogram mobile day at NMPH, and an information booth at LHS Pink Night Volleyball game. Held a Bed Bug training with Sanitarian for tribal programs on October 4, 2022. Jessica ford attended the CHR Summit November 1, 2022 and was asked to possibly speak at next year's summit. Car seat education and installation can be provided on a regular basis with an appointment in Kamiah

and Lapwai. Nutrition and School Health Specialist provided a series of nutrition education along with a fun craft activity at The Boys and Girls Club and Family Fun Nights with Head Start. Our department continues to manage the Durable Medical Equipment Program and CHR Emilie Guzman manages the Dietary Supplement and Incontinence Supply Program through Soundview Medical. Mileage Walking Club continues to meet weekly and will be starting in Kamiah. The Mobile Food Pantry is held every month with increased participation. Vaping education at LHS for several classrooms provided by Crissy Garcia School Health Specialist.

Grants:

We have been awarded the Idaho Department of Health and Welfare (IDHW) Subgrant -Tobacco Prevention and Control. Our School Health Specialist, Crissy Garcia, manages the goals of the grant. It includes a program called "Diapers and Wipes" which offers free diapers and wipes as incentive for pregnant, post-partum and other people living in the home to complete the smoking cessation program and test nicotine free. We are currently writing for a Maternal Child Health grant. We received additional funding for the WIC grant related to increased participation from the Idaho Department of Health and Welfare.

Challenges:

We have advertised a Public Health Nurse position to perform Employee Health, Infection Control, tracking communicable diseases and many other duties. We have been in the middle of the flooring project which has had our department working under some challenging conditions, temporarily.

Future Goals:

The Women's Wellness conference for 2023 is set for April 25th, featuring our female providers. We are planning updated training for staff, Community Health Worker training for our new receptionist, supervisory training, and updated Infection and Control training. Our new MCH nurse is writing a grant to help get training for a native specific MCH program and continue to develop and expand the MCH program.



Men's Wellness Event - Oct. 2022



Women's Wellness Event - Apr. 2023

Laboratory/X-ray

Contact: (208) 843-2271 ext. 2823

Department Staff:

Brenda Gillispie, Supervisor, ext.2823 Consuelo Cruz, Medical Technologist Michelle Bennett, Medical Laboratory Scientist Laurel Foster, Phlebotomist/Laboratory Technician Lori Drury, Radiological Technologist



Program Purpose/Overview

To perform diagnostic laboratory and radiology testing of the highest quality in a caring and compassionate setting and being mindful of using all the available resources for the benefit of our Native American people.

What we are doing now: Current/Future Projects:

The new urine drug screen analyzer, ImmTox 270 was installed the second week of February. Our go live date was March 28. Patient testing will be performed on Tuesdays and Fridays. The ImmTox 270 is a benchtop analyzer that offers comprehensive toxicology screening. In addition to our regular toxicology screening, we can now screen for fentanyl, tramadol, and buprenorphine. The results will be available in 15 minutes. The direct computer interface with Pathologists Regional Laboratory (PRL) went live on March 27. PRL is based in Lewiston at St. Joseph Regional Medical Center. This computer integration provides much faster turnaround times for improved patient care. The Laboratory will continue to utilize Quest Diagnostics for testing that PRL does not offer.

Accomplishments:

Successfully passed the Commission on Office Laboratory Accreditation (COLA) inspection with a minor policy correction out of 400 possible citations. The COLA accreditation is valid for 2 years. Laboratory has also received 100% on all Proficiency testing in starting 1-3-2023. Proficiency testing is an accreditation requirement. Unknown test samples are tested and graded. This ensures the equipment is working adequately and staff competencies are acceptable.

Laboratory patients seen from 09/01/2022 – 03/31/2023: 3321

X-ray patients/exams performed from 09/01/2022 - 03/31/2023: 524/623

COVID-19 tests performed from 09/01/2022 – 03/31/2023: 984

Planned scheduled activities:

Maintain laboratory accreditation through quality policies and procedures, as well as continued monitoring and quality assurance of all patient related activities.

Purchased/Referred Care

Contact: (208) 843-2271 Appointment Hotline: (208) 621-4955 Fax: (208) 843-2687

Email: prc@nimiipuu.org

Department Staff:

Pam Reisdorph, PRC Supervisor - Ext. 2836 Trina Rogers, PRC Claims Specialist Cheree LeCornu, PRC Technician Celiisa Booker, PRC Technician William Antell, PRC Data Entry Technician (Vacant) - PRC Referral Specialist

Program Purpose/Overview:

The Nimiipuu Health Purchased/Referred Care (PRC) program provides funding for medical and dental services not available at the Nimiipuu Health Clinics. The Nimiipuu Health Clinics provide two types of health services: "Direct" service which is care provided at the clinics and "Purchased/Referred Care" (PRC) which are services provided by private doctors and hospitals. These two types of services each have their own set of eligibility rules and guidelines. Not all patients who are eligible for direct services at Nimiipuu Health are eligible for PRC.

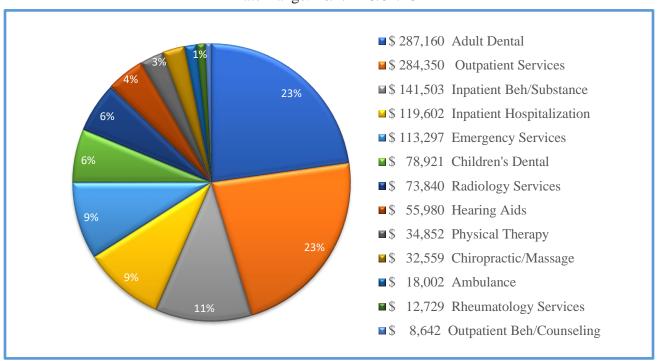
When services are not available at the Nimiipuu Health Clinics the patient's primary care provider at Nimiipuu Health will initiate a referral to a private outside physician or facility. A Nimiipuu Health referral is not a guarantee of payment. PRC will assume financial responsibility for referrals if the patient is eligible for PRC. Patients who are not eligible for PRC are financially responsible for the costs incurred for a referral made by a Nimiipuu Health provider.

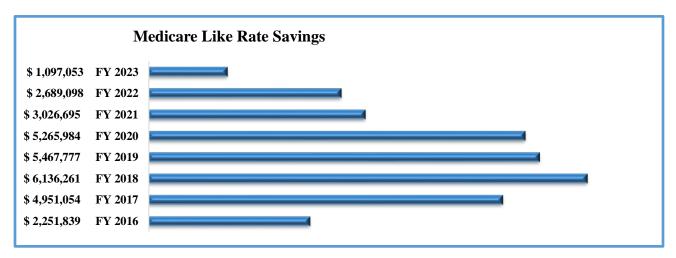
PRC Announcements:

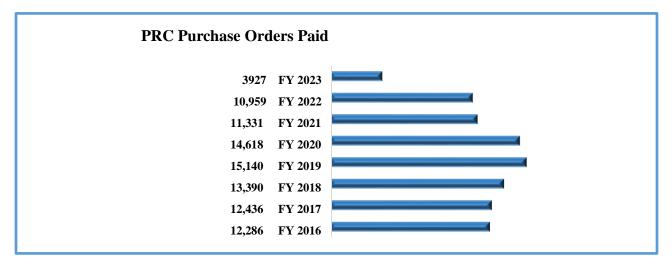
Congratulations Graduating Class of 2023! Now is a great time to contact a Patient Care Coordinator (PCC) at the Nimiipuu Health clinics to update your patient chart and find out about verifying student status. Before leaving the area for college this fall your Nimiipuu Health patient chart must be updated and student verification must be provided to continue your PRC eligibility. Beat the fall rush before leaving for school this fall by scheduling your routine medical care, eye examinations and dental appointments now.



Date Range: 10/1/22-3/31/23







Quality Improvement/ Risk Management

Contact: (208) 843-2271

Department Staff:

McCoy Oatman, Quality Improvement / Risk Manager, mccoyo@nimiipuu.org or ext.2857 Adrianna Albert, Patient Advocate - patientadvocate@nimiipuu.org, ext.2973 or Direct: (208) 621-5009

Program Purpose/Overview:

The mission of the QI/Risk Program is to ensure the provision of quality healthcare in a culturally sensitive and confidential manner.

All services having a direct or indirect impact on the quality of patient care and safety are reviewed by the QI/Risk Program. The goal of the QI/Risk Program is to help staff develop an understanding of how risk management, infection prevention, peer review and other essential clinical and administrative programs are related to Quality Improvement (QI). QI collaborates with various internal and external stakeholders to improve patient experience, satisfaction, and sustainable outcomes.

What We Do/Current Projects:

- Hand Hygiene Project
- LGBTQ2S+ Project
- Diabetes SGLT2 Study
- Communications Education/Outreach Study
- Employee Satisfaction Study
- 2023 Patient Satisfaction Survey

Planned Activities/Future Projects

- Presentation to new employees during orientation
- All staff training on Risk Management/Reporting Adverse Incidents
- Yearly Training for members of the QI Committee
- Yearly Training for members of the Governing Body
- Administer the Incident/Patient Comment Process
- Coordination with all departments on developing Quality Improvement studies/projects
- Review the Incident/Patient Comment process and make any necessary policy changes

Accomplishments:

- The QI Manager and the Patient Advocate attended the AAAHC training "Achieving Excellence through AAAHC Accreditation" that was sponsored by the Northwest Portland Area Indian Health Board (NPAIHB). The knowledge gained from this training will assist us with recertifying our next AAAHC accreditation.
- The QI manager and the Patient Advocate also attended the virtual training "Designing Quality Survey Questions" which was sponsored by the Albuquerque Area Southwest Tribal Epidemiology Center Good Health & Wellness in Indian Country Program. This training helped us design this year's Patient Satisfaction Survey.

Human Resources

Contact: Direct line: (208) 621-4950 E-mail: hr@nimiipuu.org

Department Staff:

Carmalita Bohnee, HR Manager Sergio Islas, HR Generalist Beverly Childers, HR Specialist Evelyn Bohnee, Office Assistant - Temp

Program Purpose/Overview:

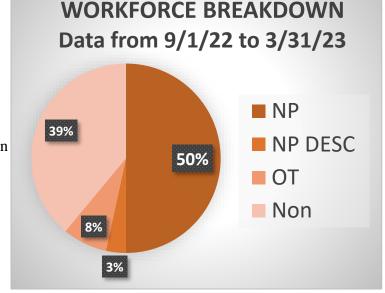
The Human Resources Office (HRO) is committed to identifying and responding to Nimiipuu Health's changing needs. We facilitate greater productivity and effectiveness by fostering an environment that values diversity, employee development, and honest feedback. Through sound policies and practices, we balance the needs of employees and the needs of Nimiipuu Health (NMPH) while ensuring compliance with all applicable tribal and employment laws and serving as knowledgeable resources and advisors to administration and staff.

What We Do/Current Projects:

- Recruitment & Retention
- Preceptorship/Volunteers/Internships
- Employee Benefits
- Employee Relations
- Employee Development & Training

Planned Activities/Future Projects:

- Employee Benefits—annual renewal discussion
- Employee Retention
- Employee Recognition
- Supervisor Training
- HRM revisions-ongoing
- CPR & required AAAHC trainings- ongoing
- Update Organization Chart



Accomplishments

- **Positions filled:** Community Health PHN (Kamiah), Pharmacy Technician (Lapwai), Mid-Level Provider, Community Health Receptionist, Pharmacist, PRC Claim Specialist, Lead Biller/AR Specialist, and Optician/Optical
- **Surge Staff:** C.N.A., Environmental Services Technicians (Lapwai & Kamiah), General Laborer, Fitness Monitor, Office Assistants, and PBX Operators
- Employee Years of Service & Recognition for FY22
- Provider Contract Renewals
- Job Fairs, Career Fairs and Community Events

Business Office/Medical Records/Benefits Coordination

Contact: (208) 843-2271 Fax: (208) 843-2658

Department Staff:

Tina L. Bullock, Business Office Manager Eva Higheagle, Lead Billing/Account Receivable Specialist II Ruth Corbett-Munoz, Certified Coder II Cecilia Bohnee, Certified Coder II Aaron Nicholai, Coder I Wilma Williams, Billing Technician I Jolanda Villalobos, Billing Technician I Camielle Chapman, Billing Technician I Jessica Redheart, Medical Records Technician II Jeanette Jackson, Medical Records Technician I Artrette Sampson, Benefits Coordinator Mark Souza, Benefits Coordinator

Business Office - Program Purpose/Overview:

The Business Office (BO) team has extensive knowledge and experience in revenue reimbursement services. Our team has experience with Coding and Billing several types of patient care such as Medical, Laboratory, Optical, Behavioral Health and more. Medical billing generates revenue for Nimiipuu Health to utilize and supplement the IHS budget dollars. Revenue generated by BO has historically allowed the expansion of additional programs and services within NMPH.

What We Do/Current Projects:

- Coding/Billing patient visits to generate revenue. Assist with the annual NMPH Financial Audit
- Accounts Receivable Management
- Audit software reports to ensure all billable visits are processed
- Weekly and Bi-weekly meetings with staff to ensure proper processes are followed
- Updating policies to correspond with new software processes

Planned Activities/Future Projects:

- Work with Greenway Intergy software and NMPH Information Technology (IT) to guarantee continual Billing and Collection of revenue.
- Refer uninsured patients to an alternate resource and assisted by Benefits Coordination staff thoroughly during the course of this process.

Working with Idaho Medicaid contractor Gainewell, to enroll into a Fee-For-Service billing site for Nimiipuu Health

Accomplishments:

- Enrolled Aaron Nicholai and Eva Higheagle in Medical Coding Certification classes with Indian Health Service (IHS)
- Meeting with BO, Pharmacy, BC and PRC to develop a process for Medicare Part D premium payments for high-cost users
- Worked with Idaho Medicaid contractor, Gainewell, regarding claims payments

Partnerships:

- Meet monthly with the Northwest Portland Area Indian Health Board regarding Idaho Medicaid
- Meet monthly with Idaho Medicaid and the Tribes of Idaho
- Meet quarterly with Washington Medicaid

Medical Records - Program Purpose/Overview:

Daily scanning outside Clinical Records into Greenway Intergy software. These records are Emergency Room Reports, Discharge Summaries, specialty referrals, and others. Medical records are processed through the NMPH providers and scanned into the corresponding patient's Electronic Health Record (EHR).

• Releases of Information are processed each day for requests of records by patients and outside medical offices

What We Do/Current Projects:

- Working with SJRMC to implement LifePoint to expedite access to records in urgent cases
- The Medical Records staff are currently preparing paper health records for archival to the National Archives and Records office in Seattle, Washington. This includes merging all records from several departments and Kamiah NMPH
- Storage cabinets for all clinical records have been dismantled and files boxed for the flooring project
- Updating the Clinical Records Policy
- Releases of Information are processed daily for requests of records by patients and outside medical offices

Planned Activities/Future Projects:

• Archival of paper health records project will take several months to complete

Accomplishments:

- Hard copy clinical records prepared for final steps of archival process
- Zetafax installed and available for new Medical Records employee

Partnerships:

- NMPH Clinical Care Departments
- Local hospitals
- Medical offices

Benefits Coordination – Program Purpose/Overview

To assist NMPH patients in applying for Medical Benefits/Insurance (Medicare, Medicaid, Your Health Idaho, Washington Medicaid, etc.). Having Insurance is a benefit to the patient and NMPH. It saves Purchased/Referred Care (PRC) funding and generates revenue allowing NMPH to provide additional/improved services to patients.

What We Do/Current Projects:

We assist patients with Idaho Medicaid Applications; Enroll eligible patients into the Medicare B reimbursement program; Assist NMPH Pharmacy with process of enrolling eligible patients into NMPH Medicare D program; Assist with the initial/intake application for Disability and SSI; Assist eligible patients in obtaining their birth certificates; verify eligibility and benefits with various insurance databases. We also provide outreach and education on Medicaid, Medicare, and other services throughout the year.

Planned Activities/Future Projects:

Working with the Idaho Department of Health and Welfare (IDHW) to assist our patients in the unwinding project. During the Pandemic (2019-2023) IDHW suspended the Re-Evaluation requirement. Since the Pandemic has ended IDHW is requiring every patient to do a re-evaluation to determine continued eligibility in the program. NMPH Benefits staff will assist patients with this process. This may affect a patients current Medicaid coverage. This process has begun nationwide effective March 2023 with coverages closing effective April 2023. For those in Idaho that have self-declared as American Indian/Alaska Native (AI/AN) on their

initial application, your deadline has been extended to August 2023. It is important that you regularly check and read your mail from the Department of Health and Welfare and conduct your re-evaluations within the timelines noted in your letter. Feel free to bring your letter to the Benefits Coordination office for assistance.

Medicare D Open Enrollment dates are October – December annually Medicare B Open Enrollment dates are January – March annually

Accomplishments:

- Hired Mark Souza as a Benefits Coordinator
- Meeting with BO, Pharmacy, and PRC to develop a process for Medicare Part D premium payments
- Annual update of Medicare Premiums for all eligible Medicare part B Premium Amounts

Partnerships:

- NMPH Patient Care Coordinators (PCC's)
- PRC Program
- NPT Social Services
- Idaho Department of Health and Welfare
- Northwest Portland Area Indian Health Board
- Social Security Administration
- NMPH Public Health Nurses

Patients with Medicaid Coverage

Congress recently passed a bill that ends the expanded Medicaid coverage put in place during the COVID-19 Pandemic.

Idaho Department of Health and Welfare (IDHW) began processing re-evaluations on all individuals in February of 2023 and this process will occur in phases with Native American patients receiving letters from the IDHW in July and re-evaluations processed in the month of August 2023.

As a Native American patient, your coverage will continue to August 2023. If your letter states a different date, please contact the Benefits Coordination staff immediately.

Benefits Coordination 208.843.2271 Artrette | artrettes@nimiipuu.org | ext. 2871 Mark | marks@nimiipuu.org | ext. 2818

Dental

Contact: Dental Direct Line: (208) 621-4945 Fax: (208) 843-9408 Kamiah: (208) 935-0733

Department Staff:

JoAnna Hendren, Registered Dental Hygienist (RDH), Dental Supervisor

David Eichler, Doctor of Medicine in Dentistry (DMD)

Jesse Guzman, Doctor of Dental Surgery (DDS)

Michelle McGorky, Doctor of Dental Surgery (DDS)

Jeffrey Lathen, Registered Dental Hygienist (RDH)

Christie Lussoro, Dental Coder/Biller

Julianne Big Man, Dental Receptionist

Tina Roy, Expanded Function Dental Assistant (EFDA) (Kamiah)

Mellissa Wilson, Expanded Function Dental Assistant (EFDA) (Kamiah)

Suzanne McAtty, Expanded Function Dental Assistant (EFDA)

Ariel King, Dental Assistant (DA)

Jamie LeFavour, Dental Assistant (DA)

Rachael Brewer, Dental Assistant (DA)

Raquel Broncheau, Dental Assistant (DA)

Program Purpose/Overview:

Nimiipuu Health Dental offers a wide array of dentistry including exams, cleanings, emergency treatment, periodontal treatment, fillings, root canals, oral sugery, orthodontics, dentures, crowns, partials, and bridges. Our dental staff proudly serves our patients by treatment and prevention of dental related diseases. Patient education is provided by NMPH dental staff to increase patient awareness about dental diseases and preventives that affect their overall health. When necessary, we provide referrals for procedure specific specialty care. NMPH Dental follows best practices as outlined by the CDC and OSHA in order to safely meet the dental needs of our patients.

What We Do/Current Projects:

Other than providing quality dentistry, the Dental Department is active in the community. We attend health and job fairs. We complete fluoride applications, screening and provide oral health education in the local schools. We assist the National Guard through the Innovative Readiness Training (IRT) with their mission to provide dental services in our local schools.

Accomplishments:

The Lapwai and Kamiah Dental clinics combined for a total of 3059 visits from September '22 to March '23. There were 509 visits that were not kept and were recorded as DNKA (did not keep appointment). 739 treatment plans were completed from September '22 to March '23.

Behavioral Health

Contact: Behavioral Health Direct Line: (208) 843-7244 Fax: (208) 843-7394

Department Staff:

Karen Hendren, Licensed Clinical Social Worker (LCSW) -Behavioral Health Director

Toni Eneas – Administrative Assistant

Alex "Tei" Tall Bull – Recovery Coach (Kamiah)

Sasheena Williams – Recovery Coach

Dora Axtell, Licensed Master Social Worker (LMSW) - Clinician

Heather Foster, Licensed Clinical Social Worker (LCSW) – Co-Occurring Clinician

Kiara Garcia, Licensed Master Social Worker (LMSW) – Co-Occurring Clinician

Sabrina Wakefield, Licensed Clinical Social Worker (LCSW) – Co-Occurring Clinician

Tammy Everson, Licensed Clinical Social Worker (LCSW) – Co-Occurring Clinician

Tonia Aripa, Licensed Clinical Social Worker (LCSW) – Co-Occurring Clinician

Kristy Kuehfuss, PhD – Contracted Psychologist

Program Purpose/Overview:

The mission of the Behavioral Health Department is to promote mental wellness in Nimiipuu Health patients by providing evidence based, confidential, and culturally sensitive treatment within a well-designed, comprehensive behavioral health system.

Current Projects:

- In the process of receiving \$140,000 from TOR grant
- Working with grant writer for two new grants

Recovery Program

- We are currently planning several Sober activities for summer
- Expanded our relationships with other Recovery programs

Planned Activities:

- Continued Recruiting for Addictions Counselor
- Several activities planned for summer with Recovery Program
- Improved collaboration with Tribal entities
- Continue to collaborate with other tribes to build resources

Accomplishments:

- Collaborated with new treatment centers and established close contacts
- Completed several trainings
- 20 percent uptick of referrals

Credential/Degree

- Dora Axtell and Kiara Garcia are working towards their Clinical Licensure
- Tei Tallbull will be back in school next semester

Challenges:

- Lack of resources for Severe Persistent Mental Illness
- Lack of transitional housing for Tribal members returning from inpatient treatment

Behavioral Health Appointments



- DNKA's
- Clients sent to inpatient treatment

Facilities

Contact: (208) 843-2271 ext.2828

Department Staff:

Jim Stitt, Facilities Manager, jstitt@nimiipuu.org, ext. 2828

Mark Broncheau, Maintenance Technician

Daniel Lawyer, Maintenance Technician

Nelson Sampson, Temporary Maintenance Technician

Victor Arthur, Temporary Maintenance Technician

Jerry McCain, Custodian (Kamiah)

Delia Minkey, Lead Environmental Services Technician (EVS)

Steve Guzman, Environmental Services Technician (EVS)

Carol Ellenwood, Environmental Services Technician (EVS)

Elliott Scabbyrobe, Environmental Services Technician (EVS)

Tamara Padilla, Environmental Services Technician (EVS)

Lillian Wahpat, On-Call Environmental Services Technician (EVS)

Alyssa Guzman, On-Call Environmental Services Technician (EVS)

Program Purpose/Overview:

Our staff strives to maintain the integrity and cleanliness of our clinics in Lapwai and Kamiah to present our communities with safe and hygienic healthcare facilities

What We Do/Current Projects:

- Replacing flooring throughout the clinic at Lapwai
- Repainting the interior walls of the clinic at Lapwai
- Replacing our GSA vehicle fleet with vehicles from Enterprise Fleet

Planned Activities/Future Projects:

- Plan to install a door between Phlebotomy and the X-ray department
- Will be soliciting bids for work on our roof drainage system
- Will be making repairs to our membrane roof when the weather permits

Accomplishments:

- Completed remodel of the Community Health reception area
- Completed installation of new HVAC units at Kamiah
- Modified Pharmacy drive thru lane for better access to drawer

Partnerships:

- Roy's Commercial Flooring
- Enterprise Fleet

Pharmacy

Contact: Pharmacy Refill Line: (208) 621-4963 Fax: (208) 843-2119

Department Staff:

Tyler Cowart, Chief Pharmacist, 7 months

Christina Hammond, Clinical/Staff Pharmacist, 9 years

Kimberly Merrill, Staff Pharmacist, 2 years

Natasha Stamper, Staff Pharmacist, 5 years

Rita Jamison, Staff Pharmacist, 23 years

Jennifer Leonard, Staff Pharmacist, 4 months

Linore Rider, Certified Pharmacy Technician, 8 years

Jennifer MacMenamin, Certified Pharmacy Technician, 7 years (Kamiah)

Ann White, Pharmacy Technician, 4 years

Amber Porter, Pharmacy Technician, 1 year

Sadie Smith, Certified Pharmacy Technician, 9 months

Elizabeth Murillo, Pharmacy Technician, 8 years

Fianna Hayes, Certified Pharmacy Technician, 1 month

Program Purpose/Overview:

Our purpose and function is to provide pharmaceutical services to Nez Perce Tribal members and descendants as well as members of other tribes. We meet the needs of individuals by maintaining a robust stock of medication within a fiscally responsible limit.

What We Do/Current Projects:

- Fill prescriptions and request refills as needed
- Review each medication for accuracy and safety
- Contact providers for dose changes, medication changes and patient requests as needed
- Fill weekly med sets for patients at the provider's request or the patient's request
- Order medications, vaccines and supplies to have medications readily available
- Counsel patients on new medications, medication changes, and patient questions
- Maintain medication list for the providers based on what a patient is currently taking
- Workup patients for providers to offer insight on compliance and potential dose issues
- Serve as gatekeepers to controlled substances
- Earn revenue for the clinic by maximizing third party billing
- Order supplies and stock crash carts in the clinic
- Guide care for treatment of hepatitis

Planned Activities/Future Projects

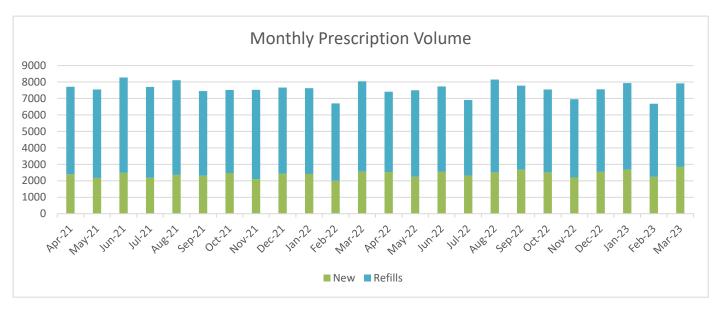
- We will be involved in the upcoming assisted living facility's pharmaceutical services
- A clinical pharmacist will work with providers to assist with care of chronic diseases
- Require all technicians to become board certified

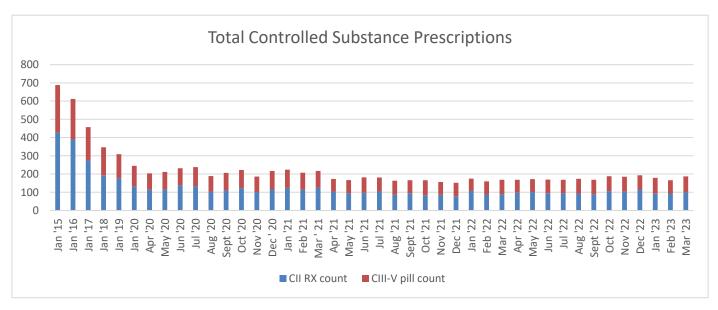
Accomplishments:

- Increased availability by expanding pharmacy hours to 8:00am–5:30pm
- Filled 51,682 prescriptions
- Generated ~ 3 million dollars of 3rd party revenue from September '22 to March '23

Pharmacy Graphs







Communications

Contact: Communications Direct Line: (208) 621-4964

Department Staff:

Cara Wilson, Communications Program Manager

E-mail: caraw@nimiipuu.org
Work Cell: (208)791-4286

Stay Connected!

Find us on Instagram, Facebook, LinkedIn, and YouTube by searching Nimiipuu Health or check our website at nimiipuuhealth.org.

Program Purpose/Overview:

To provide culturally sensitive, accurate information to the correct audiences to promote quality healthcare.

Vision: To empower the community to take control of their health with a wealth of knowledge and educational tools provided.

What We Do:

We strive to inform the community of all updates that may affect those who frequent our facilities. We share new employees and transfer introductions, time changes, closures (both known and immediate/unknown), information on departments and what they offer. We celebrate our staff for their accomplishments such as passing clinical tests, gaining certifications, and positive feedback from the community. We spread awareness of observed important healthcare days/months. We inform the community of NMPH events as well as share other events from the tribe and tribal programs or anything that could benefit the community members.

Current Projects:

- Active participation in community events
- Coordination of special events for employees and/or community to include the Innovative Readiness
 Training (IRT) with the United States National Guard and Lapwai, Kamiah, and Kooskia School
 Districts
- Active participant in several NMPH and NPT Committees
- Active participation/advocate for fitness classes & NMPH Mileage Club

Future Projects

- NMPH Newsletter development
- Kamiah Outdoor Sign waiting on power source

Accomplishments:

- NMPH Public Service Announcements (PSAs) & Holiday shout outs on KIYE Radio
- Completion of NMPH Website
- Outdoor Signage installed at Lapwai Site

Partnerships:

- Various NPT Departments/Programs
- Lapwai School District

Finance

Contact: (208) 843-2271 Fax: (208) 843-2102

Department Staff:

Sergio Islas, MBA, Interim Financial Management Officer (FMO) Sonya Pablo, Accountant Shelley Simpson, Purchasing Specialist







Program Purpose/Overview:

The Finance Department at Nimiipuu Health Clinic is responsible for managing and reporting on the financial and accounting affairs of the Clinic. This includes organizing and preparing appropriate accounts, as well as providing financial information to management and stakeholders, such as grant funders.

What We Do:

The Nimiipuu Health Finance Department plays a critical role in ensuring effective management and operations of the Clinic through the provision of timely and accurate financial information. Our finance staff manages and reports on grants received by the Clinic, in addition to making payments, processing incoming payments, and administering payroll. We also prepare annual departmental budgets and monthly financial reports to track financial performance and identify areas for improvement. Our grants management and reporting works closely with program staff to ensure compliance with grant requirements and deadlines. We also establish financial controls to prevent errors, fraud, and theft.

Kylena Guffie, Finance Manager departed Nimiipuu Health at the end of January 2023 after almost 8 ½ years of service. She was a key employee and stated prior to her departure that she leaves Nimiipuu Health in a better financial position then when she first took over as Finance Manager. Truer words could not be spoken. She worked tirelessly to advocate and maximize the financial resources of the clinic. We appreciate all that she did for the clinic and the Nimiipuu. Kylena will be greatly missed, and we wish her all the best in all her future endeavors.

Accomplishments:

A clean audit with no findings for the last seven years (2015-2021). Finance is still awaiting the results of the FY22 audit by BlueBird CPAs.

Nimiipuu Health Budget Summary (January 2023)

Revenue/Funding	Annual Budget	Year to Date	Remaining	YTD % Budget
Federal Funding Agreement	\$ 13,500,000	\$ 11,233,426	\$ 2,266,574	83%
Third Party Collections	5,500,000	3,737,556	1,762,444	68%
Miscellaneous Revenue	15,000	5,476	9,524	37%
Orthodontic Revenue	25,000		25,000	0%
Ophthalmology Revenue	25,000	16,269	8,731	65%
Interest Revenue	10,000	122,312	(112,312)	1223%
Indirect Revenue	60,000	11,426	48,574	19%
Direct Contract Support Cost	50,000	-	50,000	0%
Prior Year Retained Earnings	4,032,000	-	4,032,000	0%
Total available funding	\$ 23,217,000	\$ 15,126,465	\$ 8,090,535	65%
Expenditures				
Administration - Lapwai	\$ 802,000	\$ 363,970	\$ 438,030	45%
Administration - Kamiah	57,000	14,375	42,625	25%
Behavioral Health	1,112,000	404,154	707,846	36%
Benefits Coordination	152,000	50,416	101,584	33%
Business Office	583,000	221,229	361,771	38%
Community Health - Lapwai	376,000	108,192	267,808	29%
Community Health - Kamiah	143,000	49,700	93,300	35%
COVID-19 Response	250,000	98,435	151,565	39%
Dental Lapwai & Kamiah	2,171,000	741,153	1,429,847	34%
Direct Contract Support Cost	50,000	8,417	41,583	17%
Facilities - Lapwai & Kamiah	1,058,500	441,410	617,090	42%
Finance	381,000	132,400	248,600	35%
Human Resources	469,000	135,387	333,613	29%
Integrated Health	250,000	53,627	196,373	21%
Information Technology	517,000	165,119	351,881	32%
Laboratory	1,003,500	302,466	701,034	30%
Maternal Child Health	176,500	43,213	133,287	24%
Medical - Lapwai	3,551,000	1,151,035	2,399,965	32%
Medical - Kamiah	615,000	214,147	400,853	35%
Medical Records	122,000	44,914	77,086	37%
Nutrition	124,000	41,826	82,174	34%
Optometry	632,000	247,830	384,170	39%
Pharmacy	3,750,000	1,141,062	2,608,938	30%
Public Health	486,500	92,322	394,178	19%
Purchased & Referred Care	4,200,000	686,905	3,513,095	16%
Quality Improvement	185,000	60,213	124,787	33%
Total Expenditures	\$ 23,217,000	\$ 7,013,919	\$ 16,203,081	30%