# Rural Health System Financial and Operational Best Practices

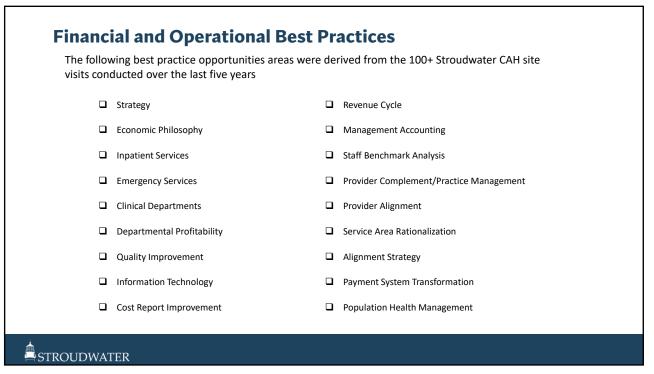
2023 RURAL HEALTH CARE SYMPOSIUM

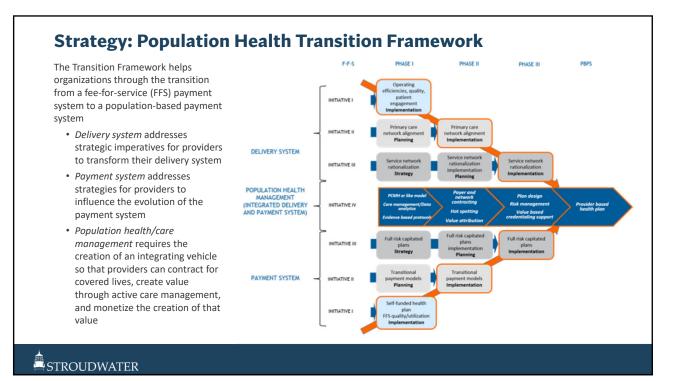
#### **Eric Shell, MBA** Chairman

Stroudwater Associates

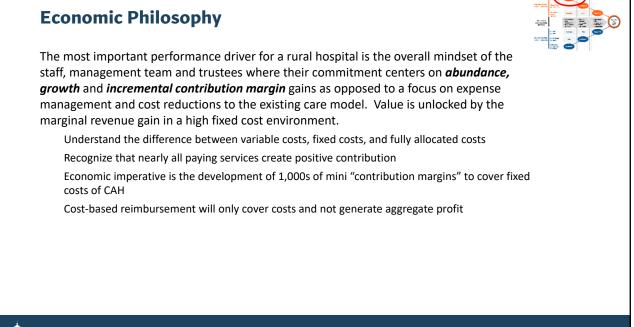


SACRAMENTO

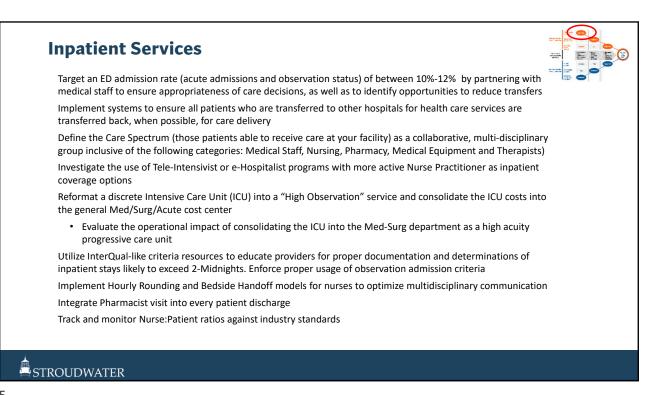




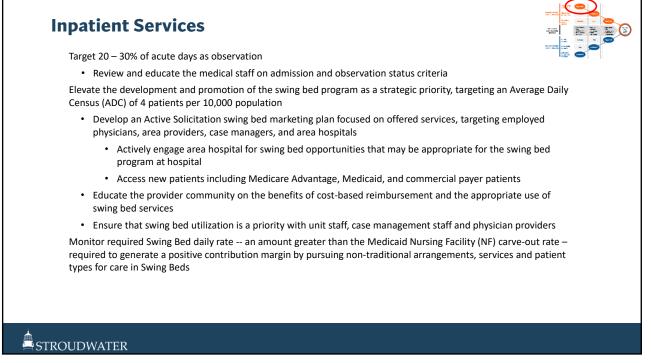


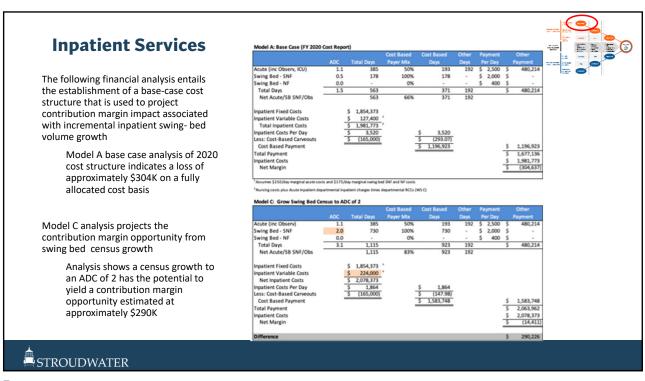


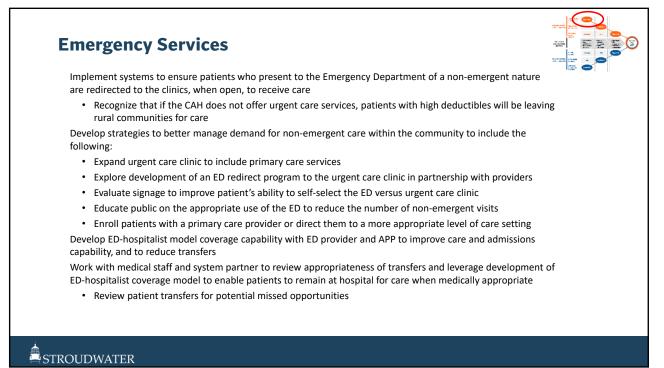
#### STROUDWATER











#### **Emergency Services**

Track ED standby time unless contracted Emergency Department providers/contractors bill for professional services; if so, the hospital does not need to track standby time (it is generally 100% of contracted time)

Consider LEAN processes to reduce throughput time in the ED

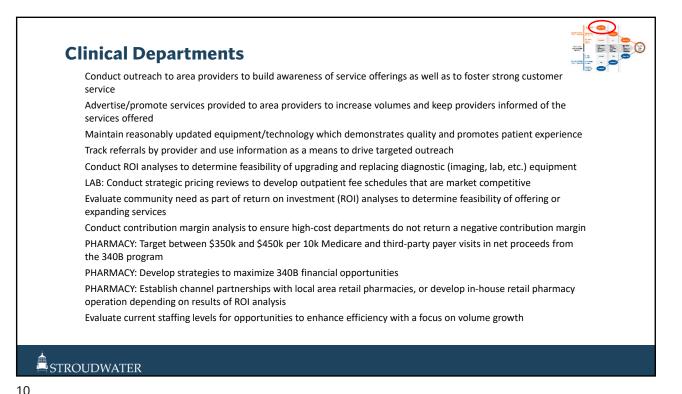
Engage in EDCAHPS - track and monitor performance

Engage the hospitalists and Emergency Department providers to focus on improved collaboration that results in enhanced patient throughput

Track and monitor KPIs related to the Emergency Department, including:

- ED admissions (acute/observation) as a percentage of ED visits to between 10% and 12%
- Transfer rates as a percentage of Emergency Department visits to below 5% of all ED visits
- Note: Track ED KPIs at the individual provider level
- Throughput measures: Door to MD, Door to Discharge, Door to Admit, Door to Transfer, LWOT, AMA, etc.

#### STROUDWATER



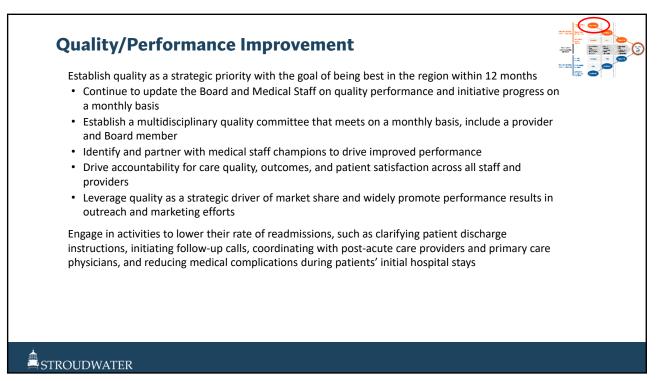
## **Department Profitability**

Evaluate opportunities to increase marginal profitability of departments through incentivizing providers and volume growth or evaluate cost structure

Conduct ROI analysis for, at a minimum, all non-cost-based departments to determine whether those programs have a positive contribution margin

				:	
FY 2020 Home Health	Profitabilty	Analysis			
Revenue:	Visits	Net Rate	Ne	t Revenue	
Medicare	2.152	\$ 188.56		405.783	
Other	608	188.56		114,645	
Total	2,760		\$	520,428	
Operating Expenses:	А			в	
Direct Expenses (2020 ICR - WS A):					
Salary expense	\$ 316,055		\$	316,055	
Other	\$ 151,492		\$	151,492	
Total Direct Expense	\$ 467,547		\$	467,547	
Allocated Expenses (ICR Stepdown - WS B	)				
Capital Costs	\$ 15,197	20%	\$	3,039	
Cap Movable Equipment	\$ 29,735	20%	\$	5,947	
Admin and General	\$ 71,598	20%	\$	14,320	
Employee Benefits	\$ 118,326	90%	\$	106,493	
Maintenance and Repairs	\$ 27,416	50%	\$	13,708	
Medical Records & Library	\$ 4,316	50%	\$	2,158	
Housekeeping	\$ 2,820	50%	\$	1,410	
Laundry and Linen	\$ 43	50%	\$	22	
Total Home Health Allocated Expense	\$ 269,451		\$	147,097	
Total Home Health expenses	\$ 736,998		\$	614,644	
Home Health Direct Gain (Loss)	\$ (216,570)		\$	(94,216)	
Overhead expenses allocated away from	Hospital (a) - (b	)		(122,354)	
Estimated CAH Cost Based Payer Mix				41%	
Cost Based Payer Revenue on Allocated	Costs			(50,107)	.
Net Gain (Loss)			\$	(144,323)	.

## STROUDWATER







Report on public metrics to increase accountability and to compete regionally on quality scores through marketing of public quality and patient safety metrics

- · Emphasize importance of quality improvement to staff from the top down
- Ensure that participation in quality metrics measurement and reporting includes Medicare Beneficiary Quality Improvement program (MBQIP) participation for Critical Access Hospitals (CAH)
- Consider dedicating additional staff resources to support quality improvement efforts if necessary

Convene a Patient Family Advisory Council with community member participation

Track core measure data and use the information to make systematic and operational changes to improve overall quality and patient outcomes

Establish specific targets based on Key Performance Indicators (KPI) for the Quality Committee that focus on the entire care continuum then use those KPIs to drive outcomes and improve performance

Share/post metrics with all staff and utilize performance to drive improvement across the
organization

#### STROUDWATER



## **Cost Report Improvement Best Practices**

Evaluate Med-Surg department square footage to incorporate the hallways to ensure accuracy of cost report; Minimum expectation is at least 300 square feet allocated for each inpatient bed

Utilize best practice time study methodology to ensure physician stand by time is accurate and fairly reflected on the cost report

· Evaluate technology-based solutions that automate time tracking functions

Track Part A time for physicians via Time Studies for Medical Directorships, etc.

Monitor Ratio of Cost to Charge (RCC) levels to potentially indicate revenue cycle process improvement opportunities such as charge setting and/or charge capture improvement opportunities

Verify appropriateness of CDM hospital is not at a competitive disadvantage and is not unnecessarily burdening Medicare patients through shifting of co-insurance to patients

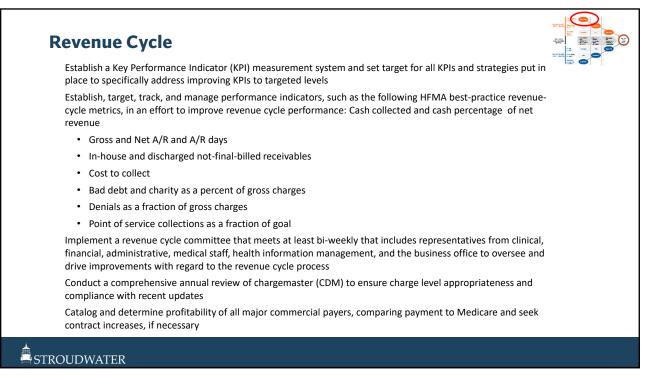
Evaluate the salaries included in Nursing Administration and ensure only the Chief Nursing Officer (CNO) and direct administrative support staff are included in this category

Ensure Nursing Administration costs are allocated only to departments that involve nursing functions - exclude departments such as Imaging, Therapy, Laboratory, Pharmacy, etc.

Establish an internal threshold (such as a due from Medicare in excess of \$500K) that would drive the completion and filing of an interim cost report

#### <u>STROUDWATER</u>







## **Management Accounting**



Engage managers in the process of developing operating and capital budgets to foster ownership and accountability

- Educate all managers on the budget process and basic financial management principles
- Manager involvement in both department revenue and expenses

Consistently hold managers accountable for monthly variance reporting by requiring rationale and actions related to positive/negative budget variances

Establish performance monitoring dashboards for all managers

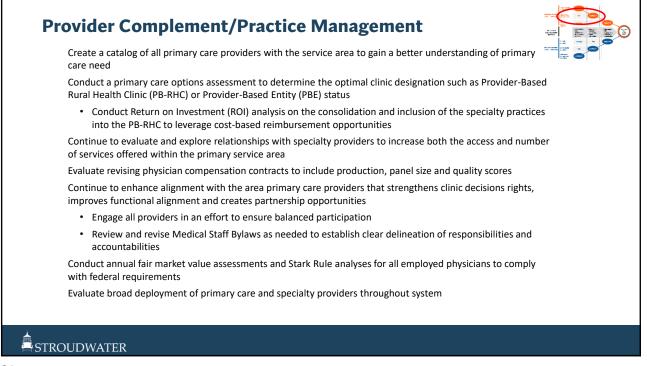
Provide monthly budget to actual reports to all department managers and mentor them to improve financial understanding and commitment to accountability

 Develop process where department managers are required to prepare variance reporting for pre-determine variances from budget and plan monthly DOR meetings with CFO/CEO for overall financial/business mentoring

#### STROUDWATER

19

#### ample of Selec FTEs<sup>2</sup> Staffing Nursing - Med Surg Per Patient Day Nursing - Obstetrical/Postpartum UPer Patient Day 4,525 12.00 26.11 33.89 7.44 7.78 6.05 ------289 10.00 1.39 Nursing - Nursery Per Patient Day 260 5.00 0.63 .63) Inpatient Subtotal 28.12 Use volume-based staffing benchmarks Nursing - Surgery - Major Nursing - Surgery - Minor Nursing - Recovery Room Surgery Subtotal Per Case 250 11.00 1.32 16.32 15.00 to evaluate departmental staffing levels Per Case Per Case 1,918 2,168 5.50 5.07 3.30 for possible inefficiencies 9.83 16.32 6.49 Emergency Room UR/Case Mgr/Soc Ser Nursing Administration Subtotal Nursing Per Visit 7.718 10.20 14.54 4.34 4.77 2.75 Continue to monitor Patient Dave 5.074 0.75 1.83 6.60 Per Adi, Admissions 6.988 1.75 4 08 departments/units, recognizing that 27.01 staffing maybe already be at a Radiology Per Procedure 35.451 1.36 23.22 14.88 (8.34 Radiology Lab/Blood Bank Occupational Theraj Speech Therapy Cardio/Pulmonary Pharmacy Subtotal Ancillary Subtotal - Clinical 35,451 202,460 23,763 2,902 25,810 22,854 Per Test Per Treatment Per Treatment Per Procedure 0.25 0.50 1.00 0.71 0.60 14.88 16.62 7.29 1.55 14.36 24.33 5.71 1.40 8.84 (7.71 1.58 0.16 5.52 minimum threshold Ensure balanced effort on managing staff Per Adjusted Da 9.82 and growing services 71.11 153.98 1.02 28.02 125.96 Hospital Administration Information Systems / Telecom Human Resources Marketing/Public Rel/Voluntee General Accounting Security Patient Accounting Admitting/Patient Registration Medical Records Cent Supply/Will Igmt/Sterile Housekeeping Dietan Per Adj. Admissions Per Adj. Admissions Per Adj. Admissions Per Adj. Admissions Gross Square Feet Per Adj. Admissions Red Adj. Admissions Per Adj. Admissions Gross Square Feet Lbs of Laundry Establish a long-term recruitment plan 6,988 6,988 6,988 6,988 6,988 6,988 6,988 6,988 6,988 22,854 108,758 46,377 181,263 186,232 2.01 1.65 1.36 1.10 1.03 1.23 0.02 3.00 3.79 3.00 0.20 0.25 0.20 0.08 0.02 5.54 4.57 3.70 3.46 4.13 1.74 10.08 12.72 10.08 2.20 13.07 4.46 6.97 7.56 4.31 (0.26 (3.70 (3.46 (1.98 (1.11 0.49 1.23 that involves sponsoring additional H1B 2.15 0.63 10.57 13.95 7.30 6.07 15.61 10.20 5.61 Visa employees and aggressively recruiting new nurses and techs from local colleges (2.78 3.87 2.54 5.74 (1.36 Housekeephile Dietary Plant Ops/Maintenance Laundry and Linen Subtotal Support 1.23 85.74 239.72 84.51 210.47 <sup>1</sup> Hourly Standards b <sup>2</sup> FY 2018 internal in



Physician Shortage/Surplu	s Adjusted S	Adjusted Service Area Population: 19,913			22
, , ,	Supply Study	y Existing <sup>1</sup>	Shortage	e)/Surplu	
Primary Care	Range		Rai	nge <sup>2</sup>	
Family Practice	2.7 - 9.4	5.80	(3.6) -	3.1	
Internal Medicine	2.3 - 5.5	0.00	(5.5) -	(2.3)	
Pediatrics	1.5 - 2.4	1.00	(1.4) -	(0.5)	
Physician Primary Care Ran	ge 10.7 - 13.2	6.80	(6.4) -	(3.9)	
Non-Phys Providers	1.4 - 4.5	5.55	1.0 -	4.2	
TOTAL Primary Care Range	13.2 - 17.8	12.35	(5.4) -	(0.9)	
Medical Specialties					
Allergy	0.2 - 0.3	0.00	(0.3) -		
Cardiology	0.6 - 0.7	0.40	(0.3) -		
Dermatology	0.4 - 0.5	0.07	(0.4) -		
Endocrinology	0.0 - 0.3	0.08	(0.2) -		
Gastroenterology	0.4 - 0.5	0.80	0.3 -		
Hem/Oncology	0.4 - 0.5	0.24	(0.2) -		
Infectious Disease	0.1 - 0.2	0.05	(0.1) -		
Nephrology	0.3 - 0.3	0.09	(0.2) -		
Neurology	0.4 - 0.5	0.20	(0.4) -		
Pulmonary	0.2 - 0.4	0.18	(0.3) -		
Rheumatology	0.2 - 0.3	0.28	0.0 -	0.1	
Surgical Specialties					
ENT	0.1 - 0.6	0.38	(0.2) -		
General Surgery	1.2 - 1.5	0.54	(0.9) -		
Neurosurgery	0.2 - 0.2	0.18	(0.0) -		
OB/GYN	1.5 - 2.1	1.00	(1.1) -		
Ophthalmology	0.7 - 0.8	0.09	(0.7) -	(0.6)	
Orthopedic	0.9 - 1.4	1.00	(0.4) -		
Plastic Surgery	0.2 - 0.4	0.00	(0.4) -	(0.2)	
Urology	0.5 - 0.6	0.18	(0.4) -	(0.3)	
<ol> <li>Physician FTEs calculated as 5 days per week</li> <li>See Appendix for detail of Supply Studies.</li> </ol>	= 1.0 FTE or 18 days per	r month = 1.0 FTI	E		

## **Provider Complement/Practice Management**

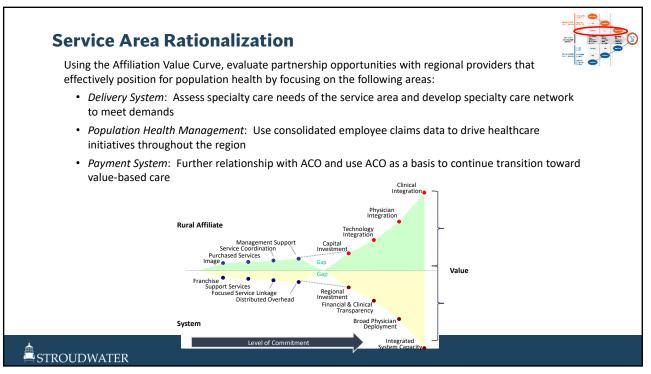


Pursue increased alignment with regional primary care providers in the service area through functional, contractual and governance alignment strategies given the future importance of primary care network development to developing payment systems

Given the future importance of primary care network development to developing payment systems, pursue increased interdependence with employed and other primary care providers in the service area through functional, contractual and governance alignment strategies

		Ambulatory	Average Annual	Patient	Directed per	Health Based	
Specialty	Provider	Encounters	Visit per Patient	Estimate	Capita Cost		Value
Family Practice	Physician	4,200	3	1,400	9,990	\$	13,986,000
Family Practice	NP / PA	3,000	3	1,000	9,990	\$	9,990,000
				2,400		\$	23,976,000

# STROUDWATER



## **Alignment Best Practices**



Independent peer rural hospitals will evaluate partnership and affiliation opportunities based on the needs of the organization to solidify their position within the market

Evaluate strategic partnership options using the Affiliation Value Curve to guide the determination of mutual opportunities with an emphasis on the following priorities:

- · Improve physician and clinical integration throughout the service area and region
- Increase access to network specialists
- Expand integrated and coordinate care management capabilities while establishing best practice, evidence-based medical protocols
- Capital investments
- · Expense reductions through administrative integration and group purchasing
- Technological integration and support

#### STROUDWATER

