

AMBULATORY SURGICAL CENTER (ASC) AT LBJ GOVERNING BODY

Thursday, November 20, 2025

9:00 A.M.

BOARD ROOM

4800 Fournace Place, Bellaire, Texas 77401

The meeting may be viewed online at: <http://harrishealthtx.swagit.com/live>

Notice: Some members of the Governing Body may participate by videoconference.

Mission

Harris Health is a community-focused academic healthcare system dedicated to improving the health of those most in need in Harris County through quality care delivery, coordination of care, and education.

AGENDA

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| I. Call to Order and Record of Attendance | Ms. Libby Viera-Bland 2 min |
| II. <u>Approval of the Minutes of Previous Meeting</u> | Ms. Libby Viera-Bland 1 min |
| <ul style="list-style-type: none"> • ASC at LBJ Governing Body Meeting – August 21, 2025 | |
| III. Executive Session | Ms. Libby Viera-Bland 15 min |
| <p>A. <u>Discussion Regarding Medical Staff Applicants and Privileges for the Ambulatory Surgical Center (ASC) at LBJ, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Health Care Services, Including Consideration of Approval of Medical Staff Applicants and Privileges for the ASC at LBJ Upon Return to Open Session – Dr. Scott Perry</u></p> <p style="text-align: right;">(5 min)</p> | |
| <p>B. Report by the Vice President, Compliance Officer, Regarding Compliance with Medicare, Medicaid, HIPAA and Other Federal and State Healthcare Program Requirements and a Status of Fraud and Abuse Investigations, Pursuant to Tex. Health & Safety Code Ann. §161.032, Including Possible Action Regarding this Matter Upon Return to Open Session
– Mr. Anthony Williams</p> <p style="text-align: right;">(5 min)</p> | |
| <p>C. <u>Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including ASC at LBJ Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session</u>
– Dr. Matasha Russell, Dr. Scott Perry and Mr. Matthew Reeder</p> <p style="text-align: right;">(5 min)</p> | |

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| IV. Reconvene | Ms. Libby Viera-Bland | 1 min |
| V. General Action Item(s) | Ms. Libby Viera-Bland | 5 min |
| A. General Action Item(s) Related to Quality: ASC at LBJ Medical Staff | | |
| 1. <u>Consideration of Approval of Credentialing Changes for Members of the Harris Health Ambulatory Surgical Center Medical Staff – Dr. Scott Perry</u> | | |
| 2. <u>Consideration of Approval of the Harris Health Ambulatory Surgical Center Scope of Services – Dr. Scott Perry</u> | | |
| VI. ASC at LBJ Leadership Reports | Ms. Libby Viera-Bland | 5 min |
| A. Report Regarding Medical Staff Operations, Clinical Operations, Statistical Analysis of Services Performed and Operational Opportunities at the Ambulatory Surgical Center, Including Questions and Answers | | |
| – Dr. Scott Perry and Mr. Matthew Reeder | | |
| VII. Adjournment | Ms. Libby Viera-Bland | 1 min |

HARRIS HEALTH
AMBULATORY SURGICAL CENTER AT LBJ
GOVERNING BODY MEETING MINUTES
August 21, 2025
9:00 AM

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
I. Call to Order & Record of Attendance	The meeting was called to order at 9:00 A.M. by Ms. Libby Viera-Bland, Chair. A quorum was noted as present, and attendance was recorded. The meeting live via the Harris Health website at http://harrishealthtx.swagit.com/live .	A copy of the attendance is appended to the archived minutes.
II. Approval of the Minutes of the Previous Meeting	ASC at LBJ Governing Body Meeting – May 15, 2025	<u>Motion No. 25.08 – 08</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously approved that the Governing Body adopt the minutes of the May 15, 2025 meeting. Motion carried.
III. Executive Session	At 9:02 A.M., Ms. Viera – Bland announced that the ASC Governing Body would enter into Executive Session for Items A – C, as permitted by law under Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032.	
	A. Discussion Regarding Medical Staff Applicants and Privileges for the Ambulatory Surgical Center (ASC) at LBJ, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Health Care Services, Including Consideration of Approval of Medical Staff Applicants and Privileges for the ASC at LBJ Upon Return to Open Session	No Action Taken.
	B. Report by the Vice President, Compliance Officer, Regarding Compliance with Medicare, Medicaid, HIPAA and Other Federal and State Healthcare Program Requirements and a Status of Fraud and Abuse Investigations, Pursuant to Tex. Health & Safety Code Ann. §161.032, Including Possible Action Regarding this Matter Upon Return to Open Session	No Action Taken.

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
	C. Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including ASC at LBJ Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session	No Action Taken.
IV. Reconvene	At 9:09 a.m., Ms. Viera – Bland reconvened the meeting in open session, confirmed a quorum, and noted that no action was taken in Executive Session.	
V. General Action Item(s)		
	A. General Action Item(s) Related to Quality: ASC at LBJ Hospital Medical Staff	
	1. Approval of Credentialing Changes for Members of the Harris Health System ASC at LBJ Medical Staff Dr. Scott Perry, Medical Director, ASC, presented credentialing changes for the ASC at LBJ Medical Staff. For August 2025, there were eight (8) initial appointments and sixteen (16) reappointments. A copy of the credentialing report is retained in the permanent record.	<u>Motion No. 25.08 – 09</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously passed that the Governing Body approve V.A.1. Motion carried.
	2. Approval of Changes to the ASC Nurse Practitioner Clinical Privileges Dr. Perry presented revisions to the ASC Nurse Practitioner Clinical Privileges document to include Physician Assistants in the title. A copy of the revised form is retained in the permanent record.	<u>Motion No. 25.08 – 10</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously passed that the Governing Body approve V.A.2. Motion carried.

	B. General Action Item(s) Related to Policies and Procedures	
	1. Approval of Amended Policies and Procedures for the ASC at LBJ Mr. Matthew Reeder, Administrator, ASC, presented the amended policies and procedures for the ASC. A copy of the revised policy ASC-P-4008 is retained in the permanent record.	<u>Motion No. 25.08 – 11</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously passed that the Governing Body approve V.B.1. Motion carried.
	2. Approval of the Amended Quality Assessment and Performance Improvement (QAPI) Plan for the ASC at LBJ Included components: • Quality Improvement Program • Infection Control Program • Workplace Safety and Violence Reduction Plan Mr. Reeder presented the amended QAPI Plan, with copies of all referenced plans retained in the permanent record.	<u>Motion No. 25.08 – 12</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously passed that the Governing Body approve V.B.2. Motion carried.
	C. Miscellaneous General Action Item(s)	
	1. Approval of Appointment/Re-Appointment of Key Positions to the Ambulatory Surgical Center at LBJ i. Administrator: Matthew Reeder ii. Clinical Manager(s): Randy Polanco, Rochelle Mariano, Jessica Larson iii. Medical Director: Dr. Scott Perry iv. Business Office Manager: Pollie Martinez v. QA/PI Officer: Gina Taylor vi. Medical Staff Privileges Officer: Jessey Thomas vii. Infection Control Coordinator: Jessica Palacios viii. Pharmacy Officer: Alvin Nnabuife ix. Risk Manager: Erica Reyes x. Compliance Officer: Anthony Williams xi. Safety Officer: Harold Sias xii. Radiation Officer: Patricia Svolos xiii. Privacy Officer: Catherine Walther xiv. Medical Records Officer: Michael Kaitschuck	<u>Motion No. 25.08 – 13</u> Moved by Dr. Glorimar Medina, seconded by Mr. Matthew Reeder, and unanimously passed that the Governing Body approve V.C.1. Motion carried.

VI. ASC at LBJ Medical Director and Administrator Reports		
	A. Report Regarding Medical Staff Operations, Clinical Operations, Statistical Analysis of Services Performed and Operational Opportunities at the ASC at LBJ Including Questions and Answers Mr. Matthew Reeder, Administrator, ASC, reported that the ASC continues to collaborate with LBJ and BT partners in reviewing the screening process as part of the EPIC foundation’s “Procedure Pass” initiative, with a potential rollout targeted for February 2026.	As Presented.
VII. Adjournment	There being no further business to come before the ASC at LBJ Governing Body and without objection from the Members, the meeting adjourned at 9:16 A.M.	

I certify that the foregoing are the Minutes of the Harris Health ASC at LBJ Governing Body Meeting held on August 21, 2025.

Respectfully Submitted,

Libby Viera – Bland, AICP, ASC at LBJ Governing Body Chair

Recorded by Cherry A. Joseph, MBA

Thursday, August 21, 2025
Harris Health Ambulatory Surgical Center (ASC) at LBJ Governing Body Attendance

GOVERNING BODY MEMBERS PRESENT	GOVERNING BODY MEMBERS ABSENT	OTHER BOARD MEMBERS PRESENT
Libby Viera-Bland (<i>Governing Body Chair</i>)	Carol Paret	
Dr. Glorimar Medina	Philip Sun	
Matthew Reeder		
Dr. Scott Perry		

HARRIS HEALTH EXECUTIVE LEADERSHIP, STAFF & SPECIAL INVITED GUESTS	
Alexander Barrie	Jessey Thomas
Anthony Williams	John Matcek
Carolynn Jones	Louis Smith
Catherine Walther	Maria Cowles
Cherry Joseph	Olga Rodriguez
Daniel Smith	Randy Manarang
Ebon Swofford (<i>Harris County Attorney's Office</i>)	Dr. Sandeep Markan
Dr. Esmaeil Porsa (<i>President & CEO, Harris Health</i>)	Sara Thomas (<i>Harris County Attorney's Office</i>)
Dr. Jackie Brock	Shawn DeCosta
Dr. Jennifer Small	Dr. Yashwant Chathampally
Jennifer Zarate	

Virtual Attendee Notice: If you joined as a group and would like to be counted as present, please submit an email to: BoardofTrustees@harrishealth.org before close of business the day of the meeting.

Thursday, November 20, 2025

Executive Session

Discussion Regarding Medical Staff Applicants and Privileges for the Ambulatory Surgical Center (ASC) at LBJ, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Health Care Services, Including Consideration of Approval of Medical Staff Applicants and Privileges for the ASC at LBJ Upon Return to Open Session.

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Thursday, November 20, 2025

Executive Session

Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including ASC at LBJ Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session.

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Thursday, November 20, 2025

Consideration of Approval of Credentialing Changes for Members of the Harris Health
Ambulatory Surgical Center Medical Staff

Ambulatory Surgical Center Governing Body



November 2025 Medical Staff Credentials Report

Medical Staff Initial Appointments: 9

Medical Staff Reappointments: 4

Medical Staff Resignations: 4

Other Business

Medical Staff Files for Discussion: 1

Thursday, November 20, 2025

Consideration of Approval of the Harris Health Ambulatory Surgical Center Scope of Services



Nursing Services Department

The Ambulatory Surgical Center at LBJ

Scope of Services

Page Number: 001 of 4

Effective Date: 10/29/25

Title: 001 The Ambulatory Surgical Center (ASC) at LBJ

Scope of Care	The Ambulatory Surgical Center (ASC) at LBJ Hospital provides high-quality, patient-centered surgical care in an outpatient setting. The ASC includes 5 operating rooms designed to support a wide range of elective surgical procedures. The nursing staff delivers care during the preoperative, intraoperative, and postoperative phases; all collaboration is aimed at ensuring continuity and safety.
Patient Population Served	The ASC serves pediatric, adult, and geriatric patients who are scheduled for elective outpatient surgical or procedural interventions. Patients are discharged the same day following recovery.
Criteria for Admission	Patients are admitted based on scheduled, elective surgical procedures that are appropriate for an outpatient setting. Patients must meet pre-operative screening criteria to ensure they are medically stable for same-day surgery.
Procedures/Treatments Provided	Surgical specialties supported at the ASC include general surgery, orthopedics, ophthalmology, otorhinolaryngology (ENT), urology, gynecology, plastics, and oral maxillofacial surgery. Procedures are selected based on their suitability for outpatient care.
Hours of Operation	The ASC operates Monday through Friday, during scheduled daytime hours. Monday to Friday: 0600-1900
Leadership	The ASC is led by a Director of Nursing with operational responsibility 24/7 and has overall accountability for the strategic, operational, human resource, quality, and financial management of the service. The leadership team includes Nurse Managers (PACU/Pre-OP and Operating Room) and Charge Nurses who oversee daily operations, staffing, and clinical decision-making. The ASC reports to the Administrator, ASC at LBJ.
Unit Governance	Shared governance is based upon a Community of Practice model, led by a unit-based clinician board and facilitated by a member of the leadership team. The clinician board members are responsible for engaging specified groups of nurses in two-way dialogue concerning professional practice and patient care issues, resulting in shared decision making.

Staffing Skill Mix/ Qualifications	Staffing is based on national benchmarks, patient acuity, and historical volume. The team includes registered nurses, certified surgical technologists, and unlicensed assistive personnel. All staff complete department-specific competencies during orientation and annually. New graduate nurses participate in a structured residency program. Health Unit Coordinators provide clerical support. Interpreter services are available in-person and via dual-handset or portable devices to support patients with limited English proficiency.

 Nursing Services Department The Ambulatory Surgical Center at LBJ Scope of Services		Page Number: 062 of 4 Effective Date: 0610/8/25
Students	The ASC supports the Harris Health mission to educate future healthcare professionals. Nursing and surgical technologist students from local institutions complete clinical rotations under the guidance of experienced preceptors.	
Approved Certifications	Certification is strongly encouraged. Recognized certifications include, but are not limited: 1. Certified Nurse Operating Room (CNOR) 2. Certified Surgical Technologist (CST) through AST or NBSTSA 3. Certified Ambulatory Perianesthesia Nurse (CAPA). 4. Certified Post Anesthesia Nurse (CPAN). 5. Nurse Executive and Nurse Executive Advanced – Board Certified (NE-BC and NEA-BC) 6. Certified Anesthesia Technician (Cer.A.T) 7. Certified Registered Central Service Technician (CRCST) 8. Certified Instrument Specialist (CIS) 9. Certified Endoscope Reprocessor (CER)	
Plan for Modifying Staffing to Meet Patient or Process Needs	Staffing adjustments are made based on surgical volume and patient acuity. Options include voluntary overtime, use of the Nursing Registry, and leadership support in clinical roles. Shift huddles are conducted to assess and optimize staffing resources.	

Assessment and Reassessment Practices and Timeframes	Patients are assessed in the Pre-Operative Holding Area prior to surgery. Continuous reassessment is performed throughout the procedure by the surgical and anesthesia teams to ensure patient safety and optimal outcomes.

 Nursing Services Department The Ambulatory Surgical Center at LBJ Scope of Services	Page Number: 003 of 4 Effective Date: 0010/8/25
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REVIEW/REVISION HISTORY:			
Effective Date	Version # (If Applicable)	Review/ Revision Date (Indicate Reviewed or Revised)	Approved by: