Oklahoma
State
Department
of Health

Executive Summary

Health Facility Plan Review Process Improvement Team

Quality Improvement Team Meeting April 3, 2015

A team of thirty-two Oklahoma State Health Department Health Facilities staff and customer representatives met on April 3, 2015 to continue the quality improvement process designed to ensure that OSDH implements clear, reasonable and timely management practices for construction and plan reviews for hospitals and other health facilities in compliance with applicable state and federal laws and rules and up-to-date guidelines.

Data for the last six months has been organized to begin tracking the process (The data set is incomplete at this time due to unreported data. Efforts to obtain and record the data are on-going). Dr. Hank Hartsell, Deputy Commissioner of Protective Health, presented initial health facility plan process control charts that show the following: an average number of days between functional program received data and approval date as 55.40 days; the average number of days for Stage 2 approval (received to approval) is 59 days; average number of days for Stage 1 approval (received to approval) is 65.17 days; average number of days between functional program received data and final inspection date is 178.92 days. Connie McFarland shared initial data from a best practice survey of other state approval processes conducted by ASHE and will bring the full data to the next meeting.

The team considered the question of inviting more members to join the meetings. Due to the current size of the group, the team voted to utilize other stakeholders as advisory consultants as needed rather than increase the number of people at the meetings. A communication plan was constructed to determine who (target audiences) should receive information about the quality improvement process and results through what medium and when. Finally, the team determined the necessary data needed to describe the steps in the facilities process to determine the bottlenecks and trouble spots occurring with OSDH and customer processes.