

MORNING CMO REPORT

02.15.2018

FROM THE DESK OF:

Anthony P. Weiss, MD, Chief Medical Officer,
Associate Dean for Clinical Affairs,
Upstate University Hospital

UPSTATE
UNIVERSITY HOSPITAL

Maintenance of Paper Documentation within Patient Record

Applies to All Physicians

While the majority of the medical record is now in EPIC, there are still a few forms and letters that are on paper. All medical records of patient care areas are the property of the hospital and shall be maintained in accordance with the hospital's policy on medical record retention.

Medical records are any paper or electronic records pertaining to an individual used to make decisions regarding care of an individual including those created and maintained by Upstate. This includes informed consent/refusal and commitment legal status if receiving Mental Health Services.

If a paper medical record needs to be corrected: the author may cross out inaccurate material with a single line, note the date and time of the correction, initial and add a marginal note as to why the correction was made. Under no circumstances may whiteout be used or the entry obliterated.

Any printed paper patient medical records should be filed in the medical record. If patients or their designee request access to any part of the patient record, any access granted must be in accordance to policy P-43 Patient Access to Protected Health Information. P-43 states:

In the event a patient wished to review his/her record while an inpatient, the request must be approved by the attending physician, who will determine whether access will be denied to certain portions of the record in accordance with sections C-4 and C5 of this policy. Upon approval of the attending physician, the record must be reviewed in the presence of a health care provider, i.e. attending physician, resident, nurse etc., in order to preserve the integrity of the record.

Any unauthorized destruction or removal of records is prohibited. Anytime a part of the medical record is lost or unintentionally destroyed a SI Event should be filed under: Medical Records and Patient Identification, Records or Chart Incomplete/Unavailable.

If you have any questions regarding the maintenance of medical records, please contact the Health Information Management Office at 315-464-4310 (Downtown) or 315-492-5566 (Community).

For questions or help with the SI Event system please contact the Quality/Risk Department at 315-464-6177 (Downtown) or 315-492-5552 (Community).

For Further Reference please see: [BYLAW number: MSB R-03, Rules and Regulations Medical Records](#); [Policy M-01, Management of Medical Records](#); and [Policy C-17 Medical Record Management](#)

ALERT-Highest priority emergency communication; warrants immediate action or attention by the recipient.

HIGH ADVISORY-High priority does not warrant immediate action but recipients should be aware.

ADVISORY-Provides very important information for a specific incident or situation that does not require immediate action.

UPDATES TO ALERTS AND ADVISORIES-Provides updated information regarding an incident or situation; unlikely to require immediate action.

INFORMATIONAL MESSAGE-Provides timely information, important for review or serves as a reminder for an action that should be taken.

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Family Birth Center Designated Excellus Blue Distinction Center

Applies to All Physicians

Congratulations to the Upstate University Hospital Community Campus Family Birth Center on becoming designated as a Blue Distinction Center for the Blue Distinction Maternity Program. The designation went into effect on January 1, 2018.

Blue Distinction Centers (BDC) meet overall quality measures for patient safety and outcomes, developed with input from the medical community.



The Family Birth Center also has been recognized as fully meeting the standards of the Leapfrog group in regards to Maternity care. This results from an early elective delivery rate of 1.4% (target < 5%), a Cesarean section rate of 23% (target < 23.9%), an episiotomy rate of 4.5% (target < 5%) and meeting target goals in neonatal screening and maternal thromboembolism prevention.



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Outstanding Physician Comments

[Applies to All Physicians](#)

Below are this week's comments from grateful patients receiving care on the units and clinics at Upstate:

AP1: Dr. Ernest Scalzetti – pleasant, skilled, and concerned for my welfare.

Children's Surgery: Dr. Marcus Rivera – warm, friendly, and approachable.

OP Surgery: Dr. Natasha Ginzburg – very professional, very informative and friendly.

Vascular Surgery Clinic – CG: Dr. Palma Shaw is great!

6th Floor: Dr. Robert Sherman was friendly, comforting, respectful. He made me feel like a friend rather than a patient. Awesome guy! **Dr. Robert Sherman** – thorough and knowledgeable!

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