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Your questions and comments
regarding this publication
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be directed to the attention of:

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HCS Cooperative Report

A Report To The Hospital Central Services Cooperative, Inc. Membership

Group Purchasing Highlights...

Ensure HIPAA Compliance With Cintas Document Management

The Health Insurance Portability and Accountability Act ('HIPAA') creates standards to protect individuals' personal health information. Non-compliance with HIPAA can result in personal fines and penalties in excess of \$20,000 as well as individual and class action lawsuits.

An organized, regularly scheduled information destruction program is one of the best ways to guarantee HIPAA compliance and secure the confidentiality of personal health information. The organization you select to partner with you

in the critical area of information protection is the single most important decision in determining the success of your program. For this reason, HCSC has selected Cintas as their preferred vendor for on-site document destruction services:

- Cintas Document Management is the only information security specialist that services the tri-state area and is AAA Certified by the National Association for Information

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Laundry Highlights...

Linen Committees: A Key Component To Cost Containment!

Continuous awareness of proper linen usage is one key to containing costs. Linen usage is not the responsibility of one individual, such as the Linen Room Manager. Every individual who utilizes linen should be aware its recommended uses and the associated cost of misuse and abuse of linen. An excellent way to create awareness is through Linen Committees. Whether your facility currently has a committee or is considering one, the following outline highlights various policies and topics for a committee's review and consideration.

Linen Utilization Policies

- **Bed Change Policy** - HCSC recommends a Monday, Wednesday,

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MedAssets Merge Technology™ Improves Cash Flow From Existing Operations For Healthcare Providers

MedAssets has developed Merge Technology™, a suite of revenue cycle and supply chain technology applications designed to work collectively to address the key financial

challenges affecting healthcare providers and help them improve business processes.

The Merge Technology platform consists of a suite of tools that works with providers' existing IT

products to continuously collect, audit and update supply and charge data. With the Merge Technology platform in place, providers have the accurate data needed to control supply costs, negotiate better payer contracts and ensure defensible pricing, which results in more cash flow from existing operations. In fact, by

~ Reminder ~

***The 25th annual HCSC Golf Outing
will take place on Monday, September 19, 2005,
at Brookside Country Club of Allentown,
Macungie, PA.***

For more information, call 800-444-4272, ext. 2293!

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implementing Merge Technology, providers can realize a 1 percent to 3 percent increase in net patient revenue and a 3 percent to 10 percent reduction in supply costs.

“The formation of the Merge Technology platform is the result of MedAssets’ planned efforts to offer information technology that addresses specific financial and operational opportunities and shapes a more efficient, transparent and profitable healthcare environment,” said John Bardis, chairman, president and CEO of MedAssets. “Merge Technology automates the manual processes many healthcare providers have in place and prevents errors upstream -- from the pricing of supplies to the billing of services. All of the technologies in the platform work to provide cohesiveness in operations.”

The keystone of the Merge Technology platform is CrossWalk™, which links the supply data in the item file to the charge data in the chargemaster. The transparency and consistency of data provided by CrossWalk ensure providers’ charges cover their costs with a reasonable, payer-compliant markup. CCA.Net, BPI.Net and CRM.Net are the platform’s revenue solutions, which help providers capture missed charges for services performed; manage charges to reduce billing errors; and set defensible pricing based on market-specific benchmarks.

The platform’s supply chain solu-

tions -- Local Custom Contract Catalog, Strategic Information, and Physician Preference Item Cost Management -- ensure accurate contract pricing, detect price variances, reveal off-contract purchases, and reduce costs for medical device expenditures.

“MedAssets is on the frontier of revenue and cash flow management solutions with Merge Technology and will continue to develop products and services that strengthen the operational and financial performance of healthcare providers,” Bardis said. “We are a business partner to healthcare providers. We listen to their challenges and then work to develop flexible, custom solutions to address the problems.”

About MedAssets

MedAssets, headquartered in Atlanta, Georgia, improves healthcare providers' margin and cash flow through revenue cycle and supply chain initiatives. As a strategic business partner, MedAssets can replace multiple vendors and decrease supply costs by 3-10 % and increase net patient revenue by 1-3 %. Proprietary information technology is used to work with and improve existing IT assets and work processes. MedAssets, through its revenue cycle subsidiary MedAssets Net Revenue Systems, provides best-of-breed revenue solutions including strategic pricing, pre-bill charge capturing, and ongoing chargemaster management tools, all of which have been Peer Reviewed by the Healthcare Financial Management

Association. In addition, MedAssets offers the only technology enabled system that links supply cost data with charge data to ensure accurate charges and defensible markups for all patient identifiable supplies, including costly medical devices. MedAssets, through its supply chain subsidiary MedAssets Supply Chain Systems, operates the fastest growing group purchasing organization and supply chain services company in the U.S. and builds customized solutions encompassing procurement of common medical supplies, pharmaceuticals, physician preference supplies, food and nutrition items, and capital equipment.

CINTAS continued

- Destruction, ensuring you of the highest possible standards of security, service, and professionalism.
- Our fleet of state-of-the-art, high capacity, mobile industrial shear shredders performs all work on-site. Upon completion, we provide you with a Certificate of Destruction confirming time, date and type of material destroyed.
 - Superior service programs and efficient service teams guarantee the most cost-effective on-site service available-guaranteed.
 - Cintas Document Management always offers flexible program scheduling and invoice billing options.

Contact HCSC-Group Purchasing today to learn more about Cintas Document Management, and to take advantage of the aggressive pricing afforded to HCSC members!

For more information on any of the Group Purchasing contracts highlighted in this newsletter, contact account representative **Denise Carr (ext. 4279 or dcarr@hsc.org) at 800-444-4272!**

Friday (or as-needed) bed-change policy. Some of HCSC's facilities simply follow an "as-needed" policy.

- **Discharge Bed Make-Up Policy** - HCSC recommends a discharge bed include a pillowcase, knit contour and flat sheet. Additional items (i.e. underpad, thermal blanket) should be added *only after* the care-giver has assessed the patient's needs.
- **Scrub Usage Policy** - this policy should outline not only which employees within a department are authorized to wear scrubs, but also enforces that scrubs are not to be removed from the facility's property.

Cost Containment Topics

- **Scrub and Garment Loss Strategies** - periodic review by supervisors to verify their staff is authorized to wear scrubs, assistance from Security to promote loss prevention, poster campaigns, payroll deduction for employees who do not return borrowed scrubs.
- **Pillow-Recovery Program** - ensure pillows are available to each unit, by transferring excess pillows from accumulated areas, thereby thereby reducing costs.
- **Bag & Return Program** - provide a system in which linens which are transported off-site by EMS crews are returned, limits the mix of items available to EMS crews.
- **Linens Awareness Day** - coordinate with Nurse Managers and Account Representative to present linen information to employees, either in a presentation or unit-by-unit format.
- **Product-Mix Review** - transition to less costly items, i.e., blue spread to white thermal, increase usage of disposable washcloth, replace nylon soil bag with plastic to reduce employee injuries.

User Awareness Topics

- **Extended Use of Items** - i.e., use a thermal through length of stay, use

blankets from patient bed when transporting.

- **Thermal versus Bath Blanket** - using one thermal and one bath versus two thermals is less costly, maintains the same body heat and adds less weight to the patient.
- **Inappropriate Use of Linen Items** - i.e., washcloths for House-keeping, gowns for employee warmth
- **Excess Linen in Rooms** - introduce linen items to the room as they will be utilized (12% of items returned to HCSC are still folded)
- **Gowns** - can certain gowns be eliminated from current mix, use the right gown for the right application (i.e. is a TIV gown needed or can a patient gown be used)
- **Underpad Usage** - use one pad at a time for incontinent patients only; this is both a costly item to rent/replace and typically over-used.
- **New Employee Pamphlet** - reviews facility's bed-change and scrub policies, explains uses and misuses of patient linen, recommends curbing excess linen in rooms.

Usage Per Patient Day Review

- **Benchmark Analysis Report** - compares a facility's usage by general patient item against "best-practice" usage.
- **Linens Utilization Report** - reviews pieces shipped and total cost per item on a monthly basis, also compares usage per patient day and cost per patient day by showing current month, current Y-T-D and prior Y-T-D information.

- **Departmental Utilization Report** - similar to the Linen Utilization Report, but is detailed by department, which is helpful in further targeting usage patterns.
- **Linens Utilization Analysis** - compares a facility's usage of linen items against the facility's usage during the prior year-to-date, as well as, a comparative evaluation among similarly-sized facilities, by linen item.

The above topics are simply a guide for Linen Committees to generate new ideas for cost-containment and proper linen usage specific to your facility. HCSC encourages members to generate additional topics and policies for consideration among the group to better meet the specific needs and issues effecting your facility.

For more information any of the items discussed in this article, contact your HCSC Account Representative!

HCSC-Laundry Staff Earn Certified Management Credentials



KIRSCH



BALLIET

Michael Kirsch, Director of Service, and **David Balliet**, Coordinator of Linen Manager Programs, recently earned their CLLM (certified linen and laundry management) credentials from the National Association of Institutional Laundry Management (NAILM). This is an eight-chapter program related to management, finance, chemistry, equipment, infection control, production, textiles and hospital linen management.

Thank you!

A special “thank you” to the following organizations, who have already committed their support for this year’s HCSC Golf Outing, which will be held on September 19!

AD Computer Corporation, Center Valley, PA
Baltic Linen, Valley Stream, NY
Chem-Tainer Industries, West Babylon, NY
Chiron Corporation, Emeryville, CA
Cintas Corporation, Chicago, IL
Concannon, Miller & Co., Allentown, PA
Creative Outlet, Morehead City, NJ
East Penn Business Forms, Allentown, PA
Geri-Care Products, Moonachie, NJ
[Strongwater Group LLC]
Hill-Rom, Co., Inc., Batesville, IN
Hospeco, Rehoboth Beach, DE
Hovertech, Bethlehem, PA
Klunk & Millan Advertising, Allentown, PA
Lafayette Ambassador Bank, Lehigh Valley, PA

MedAssets, Alpharetta, GA
Milliken & Co., Spartanburg, SC
Myers Benner Corporation, Allentown, PA
National Penn Bank, Allentown, PA
Olek Belts, Andalusia, PA
PAC Industries, Bensalem, PA
Parks Embroidery, Trexlertown, PA
Parkway Printing, Allentown, PA
PenTeleData, Palmerton, PA
Philip Rosenau, Warminster, PA
Serfass Construction, Lehigh Valley, PA
Scott Chevrolet, Allentown, PA
Terumo Medical Corp., Somerset, NJ
Tingue Brown, Saddlebrook, NJ
Wachovia Bank, N.A., Lehigh Valley, PA

HCS Cooperative, Inc. Membership

Pennsylvania

Barnes-Kasson Hospital
Blue Mountain Health System
Catholic Health Initiatives
Chester County Hospital
Community Medical Center
Doylertown Hospital
Geisinger Health System
Good Samaritan Hospital of Lebanon
Good Samaritan Regional Medical Center
Good Shepherd Rehabilitation Hospital
Grand View Hospital
Greater Hazleton Health Alliance
Jefferson Health System
Lehigh Valley Hospital and Health Network
Lewistown Hospital
Marian Community Hospital
Memorial Hospital of Towanda
Mercy Hospital of Pittsburgh
Moses Taylor Hospital
Pinnacle Health System
Pocono Medical Center
Pottstown Memorial Medical Center
Pottsville Hospital and Warne Clinic
Reading Hospital and Medical Center
Riddle Memorial Hospital
Sacred Heart Hospital
St. Luke's Hospital and Health System
Temple University Health System
Tyler Memorial Hospital
University of Pennsylvania Health System
University of Pittsburgh Health System
Wayne Memorial Hospital
WellSpan Health System
Westmoreland Health System
Wyoming Valley Health Care System

New Jersey

Atlantic City Medical Center
Atlantic Health System
Hackettstown Community Hospital
Holy Name Hospital
Newton Memorial Hospital
RWJUH-Rahway Hospital
St. Barnabas Healthcare System
St. Clare's Health Services
Warren Hospital

New York

Albany Medical Center Hospital
Bon Secours Community Hospital of Port Jervis
Franciscan Health System of Warwick
Good Samaritan Hospital of Suffern

Hospital Central Services Cooperative, Inc.

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